

WITHYCOMBE PARISH COUNCIL

Clerk: Andy Giles, 32 Parkhouse Road, Minehead TA24 8AD

Tel: 01643 707141 Email: andy_giles32@live.co.uk

Chairman: Mrs Emma Wright. Email: burny150@gmail.com Tel: 01984 641602

29th November 2016

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 5th December 2016 at 7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Andy Giles

Clerk to the Council

PUBLIC OPEN SESSION

- (a) Discussion with SCC Officer regarding damaged culvert
- (b) County Councillor – presentation of report
- b) District Councillor – presentation of report
- (c) Members of the public

AGENDA

1. To receive apologies

2. To receive declarations of interest from Councillors

3. To approve the minutes of the following meetings:

- 3.1 Parish Council Meeting and Public Open Session 5th September 2016

4. Matters arising from the minutes:

- 4.1 Communication with Parishioners (1715.1) Clerk
- 4.2 Preparation of Parish Flood Plan (see main agenda) Clerk
- 4.3 Risk assessments (see main agenda) Clerk

5. Planning Matters

- 5.1 Applications Received
- 5.1.1 None
- 5.2 Applications Approved
- 5.2.1 None

6. Presentation Of Finances

- 6.1 To consider income and expenditure report to 30th November 2016 Clerk
- 6.2 Bank balances and reconciliation statement Clerk
- 6.3 To approve the following accounts for payment:
- 6.3.1 A Giles (Clerk) Salary + Home Allowance + Expenses (Oct 2016 – Dec 2016) £827.42
- 6.3.2 HMRC – Tax on above payment to Clerk £135.62
- 6.3.2 Withycombe Memorial Hall – Donation towards Christmas tree £XXX.XX
- 6.4 Active Living Account – approval of accounts for payment:
- 6.4.1 The Rest & Be Thankful – Active Living Group Christmas Lunch £160.00
- 6.5 Active Living Account – statement of funds Clerk

- 7. Budget 2017/18**
- 7.1 To agree the budget for 2017 / 18 Clerk
- 7.2 To set the Parish Precept for 2017 / 18 Clerk
- 8. Parish Flood Plan**
- 9. Highways**
- 9.1 To report any recent correspondence Clerk
- 10. Rights of Way**
- 10.1 To report any recent correspondence Clerk
- 11. Titholes Orchard Update**
- 12. County Councillor and District Councillor Reports**
- 12.1 To consider the report of the County Councillor and to take any necessary action.
- 12.2 To consider the report of the District Councillor and to take any necessary action.
- 13. Parish Clerk**
- 13.1 New Parish Clerk – Appointment Arrangements
- 14. Risk Assessments**
- 15. Parish Priorities**
- 16. Parish Newsletter**
- 17. Correspondence Received.**
- 17.1 West Somerset Council – Removal of telephone box. Clerk
- 17.2 Williton Parish Council – possible loss of stroke beds. Clerk
- 17.3 Helen Hughes – Large vehicle incident October 2016 Clerk
- 17.4 Neil Steadman – Millennium Trees Clerk
- 18. To receive items for inclusion on the agenda of the next meeting.**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. Items for the next meeting to be held on Monday 6th March 2017 should be with the Clerk at least 14 days before the meeting.

The Public are welcome to attend. If any member of the public wishing to attend the meeting has special requirements (mobility or sensory impairment) please contact the Clerk. If anyone would like to receive a copy of the agenda via email please contact the Clerk:

Andy Giles Clerk to Withycombe Parish Council (Tel 01643 707141) e mail: andy_giles32@live.co.uk

THE PUBLIC AND PRESS ARE INVITED TO ATTEND THIS MEETING