

WITHYCOMBE PARISH COUNCIL

Clerk: Ms Sam Rawle, 60 Paganel Road, Minehead TA24 5EY

Tel: 01643 703514 Email: sam.rawle60@gmail.com

Chairman: Mr David Tilley

24th May 2021

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 24th May 2021** at **7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Sam Rawle

Clerk to the Council

Given the on-going controls due to Covid 19 we respectfully ask that any members of the public wishing to attend please contact the Clerk by 12 noon the day of the meeting, otherwise, you will not be allowed to enter.

ANNUAL FULL COUNCIL MEETING

AGENDA

1. Election of Chair and Acceptance of Office
2. Apologies
3. Election of Vice Chair
4. Declaration of Interests and Dispensations
5. Resignation of Cllr A Gardiner
6. To approve the minutes of the following meetings:
 - 6.1 Meeting held 9th December 2020 (previously circulated)
7. Matters arising from the minutes/previous meeting
8. Reports from County and District Councillors
9. Public Participation (max 15 minutes)
10. Planning Matters

Applications Received:
Parkedge, Higher Rodhuish Rd, Withycombe – variation of condition no. 2 (approved plans) of application 3/41/18/003

11. Finances

11.1 Bank Reconciliation up to 31 March 2021 – To agree

11.2 Income and Expenditure up to 31 March 2021 – For noting

11.3 To ratify the following payments already made:

11.3.1 P Storey – Planting of 3 Beech trees and supply of 3 protective boxes £486.00

11.3.2 JPC Design – Accessibility Audit & Report for Website £50.00

11.4 To approve the following accounts for payment:

11.4.1 S Rawle (Clerk) Salary + Home Allowance + Expenses (Jan-June 2021) £1262.38

11.4.2 Zurich Insurance £370.89

11.5 Income received

11.5.1 To note receipt of the Parish Precept 2021/22 £7997.39

12. Titholes - Update from Cllr Tilley and agree actions

13. Defibrillator – to agree purchase of defibrillator and cabinet from British Heart Foundation

14. Cages for Millenium Trees – to agree expenditure to purchase cages

15. Website Upgrade/Refresh – to agree expenditure for website upgrade to meet legislative requirements and to discuss creation of a Withycombe Facebook page

16. Highways Updates – to report any updates **All**

17. Items for the next Meeting **All**

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. 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
Sam Rawle Clerk to Withycombe Parish Council (Tel 01643 703514) e mail: sam.rawle60@gmail.com