

WITHYCOMBE PARISH COUNCIL

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

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

Chairman: Mr Steven Hansford

17th May 2022

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 23rd May 2022** at **7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Sam Rawle

Clerk to the Council

PUBLIC FORUM

Prior to the start of the meeting there will be an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman), to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Withycombe Parish.

The public forum will be 15 minutes maximum

ANNUAL FULL COUNCIL MEETING

AGENDA

- 1. Election of Chair and Acceptance of Office**
- 2. Declaration of Acceptance of Members – Declaration Forms & Register of Interests (please bring completed forms to the meeting)**
- 3. Apologies**
- 4. Election of Vice Chair**
- 5. Declaration of Interests and Dispensations**
- 6. To approve the minutes of the following meetings:**
 - 6.1 Meeting held 7th March 2022 (previously circulated)**
- 7. Reports from County & District Councillors**
- 8. Finances**
 - 8.1 Bank Reconciliation up to 31 March 2021 – To agree**
 - 8.2 Income and Expenditure up to 31 March 2021 – For noting**

8.3 To approve the following accounts for payment:

8.1.1 S Rawle (Clerk) Salary + Home Allowance + Expenses (April-June 2022) (includes re-imburement of payment of £120 P Lindstrand Titholes maintenance)	£941.91
8.2.2 Zurich Insurance	£373.69
8.2.3 A Giles (Internal Audit)	£ ?
8.2.4 SR & LE Crossman (drainage works to play area)	£1069.20

8.3 Income received

8.3.1 To note receipt of the Parish Precept 2022/23	£7997.39
8.3.2 Nat West compensation	£300.00

9. Titholes

- To discuss correspondence received from Mr & Mrs Freegard
- To receive an update from the Play Area working group and agree action
- To consider purchase of a picnic bench and seating

10. To discuss quote for work to Beech Trees & seats and agree action

11. Co-option process for 2 vacant seats – re-advertise and co-opt at next meeting

12. Nat West – update on bank signatory & on-line banking.

13. Highway updates – to report any updates
- Bilbrook Straight A39 – 40mph speed limit (already circulated)

14. Clerks Post – To receive Clerks resignation and agree recruitment process

15. Date of next meeting – To set a date in June to sign off Annual Accounts 2021/22

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