

WITHYCOMBE PARISH COUNCIL

Clerk: Ms Sam Rawle, 60 Paganel Road, Minehead TA24 5EY
Tel: 01643 703514 Email: clerk@withycombepc.co.uk
Chairman: Mrs Kerrie Thorne

2nd November 2022

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 7th November 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 to participate before the start of the meeting by asking questions, raising concerns, or making comments on matters affecting Withycombe Parish.

Please note that Members of the public cannot take part in the meeting, except by special invitation of the Chairman.

AGENDA

1. **Apologies**
2. **Receive declarations of interest from Cllrs on an agenda items**
3. **To approve the minutes of the following meetings:**
 - 3.1 Meetings held on 25th July 2022 & 5th September 2022 (already circulated)
4. **Parish Council Vacancies & Co-option**
5. **Reports from County & District Cllrs if available**
6. **Bank Reconciliation up to 1st November (to follow)**
7. **Budget Monitoring up to 1st November (to follow)**
8. **To note income received:**

Cash donations for play area received at 5 th Sept meeting	£30.00
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9.1 To ratify payments already made	
19/10 – Sloane & Sons (2 Benches)	£648.00
24/10 – Darrens Den (final payment for fencing)	£1,600.00
24/10 – SALC Membership	£76.86
9.2 To approve the following accounts for payment:	
Engraving Studios Ltd (Memorial Plaque for bench)	£15.95

10. Garlands S106 Monies – email from SW&T S106 officer

11. Village Entry Speed Signs

12. Car Park Entrance – Wall Safety

13. Play Area Steps

14. Disabled Access Ramp

15. Community Noticeboard/Signage

16. Community Benches

17. Dog Waste Bins Update

18. Tree/Hedge Planting

19. Communications with Parishioners

20. Funding Update

21. Play Area/Amenity Update

22. Playground Mums Update

23. Clerk Vacancy Update

24. Review of Clerks Hours & Salary

25. Agree Meeting Dates for 2023

26. Withycombe Hill updates if any

27. Highway & ROW Updates & reports

28. Items for 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 5th December 2022 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

Sam Rawle Clerk to Withycombe Parish Council (Tel 01643 703514) e mail: clerk@withycombepc.co.uk

THE PRESS AND PUBLIC ARE INVITED TO ATTEND THE MEETING