

WITHYCOMBE PARISH COUNCIL

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

Tel: 01643 703514 Email: clerk@withycombepc.co.uk

Chair: Mrs Kerrie Thorne

10th May 2023

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 15th May 2023** 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. Apologies
3. Election of Vice Chair
4. Declaration of Interests and Dispensations
5. To approve the minutes of the following meetings:
 - 5.1 Meeting held 6th March 2023 (previously circulated)
6. Reports from Somerset Council Councillors
7. Actions and on-going matters from previous meetings.
8. Finances
 - 8.1 Bank Reconciliation up to 31 March 2023 – To agree *to follow*
 - 8.2 Income and Expenditure up to 31 March 2023 – For noting *to follow*

8.3 Income received

8.3.1 To note receipt of the Parish Precept 2023/24 £9000.00

- 9. Risk Assessment & Management** *to follow*
- 10. Asset Register May 2023** *to follow*
- 11. Discuss Council Insurance Quotes for 2023**
- 12. Parish Assembly – Update on Consultation**
- 13. Play Area/Amenity Update**
- 14. Highway/ROW Updates**
- 12. Date of next meeting – To set a date in June to sign off Annual Accounts 2022/23**

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: clerk@withycombepc.co.uk