

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

29th June 2023

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 3rd July 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

AGENDA

- 1. Apologies**
- 2. Receive declarations of interest from Councillors**
- 3. To approve the minutes of the following meetings:**
 - 3.1 Meeting held 15th May 2023
- 4. Reports from Somerset Council Councillors**
- 5. Housing – Removal of Local Connection Clause**

To agree to a letter of support for the urgent re-instatement of the local connection clause on social housing properties within the village.
- 6. Actions/Updates from last meeting**

- 7. Finances**
6.1 Bank Reconciliation up to 30 June 2023 *to follow*
6.2 Income and Expenditure up to 30 June 2023 *to follow*
- 8. To receive the report from the Internal Auditor and agree actions (attached)**
- 9. Annual Governance Return 2022-23 (attached)**
8.1 To approve the Annual Governance Statement 2022-23
8.2 To approve Final Statement of Accounts for 2022-23
- 10. To approve the following accounts for payment:**
- | | |
|---|----------|
| Mr A Giles (Internal Audit) | £111.00 |
| S Rawle (Clerks Salary & Expenses April – June) | £1132.80 |
| HMRC Clerks Tax | £267.33 |
- To note urgent payments already made:
- | | |
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| Darrens Den – Final payment for play area | £2,000.00 |
| Darrens Den – Additional rubber matting and adjustment to gate | £260.00 |
| P Lindstrand – Grounds maintenance 5 visits | £150.00 |
- 11. Play Area/Community Area Update**
- 12. Closure of Pop-up Post Office Carhampton**
- 13. LCN Meeting – 13th July Crowcombe Village Hall**
- 14. Items for Next Meeting – Monday 4th September**

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 4th September 2023 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 PUBLIC AND PRESS ARE INVITED TO ATTEND THIS MEETING