

WITHYCOMBE PARISH COUNCIL

Clerk: Ms Sam Rawle, 60 Paganel Road, Minehead TA24 5EY
Tel: 01643 703514 Email: clerk@withycombepc.co.uk
Chair: Vacant

1st November 2023

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 6th November 2023** at **7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Sam Rawle
Clerk to the Council

THE PUBLIC AND PRESS ARE INVITED TO ATTEND THE MEETING

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. Elect a Chair
3. Receive declarations of interest from Councillors
4. To receive the resignation of Cllr Thorne
5. Co-option of Councillor
6. To approve the minutes of the following meetings:
 - 6.1 Meeting held 11th September 2023
7. Reports from Somerset Council Councillors
8. Report from West Somerset Advice Bureau – Ian Atkinson, CEO of WSAB will provide a short report on their work in West Somerset.

9. Flooding/Emergency Planning

To discuss and agree actions following the September flood events

10. Housing Allocation

- To receive a verbal update on allocation of 8 Meadow Cottages, Withycombe
- To receive a verbal update on West Somerset Community Land Trust meeting

11. Somerset Bus Partnership

To receive a verbal update on possible reduction of the No 28 service Minehead-Taunton route

12. Minehead & Watchet LCN meeting held on 19th October at Crowcombe.

To receive a verbal update from those Cllrs who attended

13. Planning

Applications received:- 3/26/23/013 – Land at Fernacre, Bilbrook - Erection of 1 No. agricultural barn (grain store) with associated apron and extension to access track

14. Finances

14.1 Bank Reconciliation up to 31st October 2023 *to follow*

14.2 Income and Expenditure against budget up to 31st October 2023 *to follow*

15. To approve the following accounts for payment:

Somerset Association of Local Councils (Annual Membership Fee) £83.52

Somerset Association of Local Councils (Play Inspection Seminar) £50.00

To note urgent payments already made:

PKF Littlejohn (External Audit work) £252.00

16. To note the completion of 2022-23 Audit

17. Play Area/Community Area Updates

Update on progress of inspection routine and risk assessment

18. Highways Updates

19. Updates/actions from last meeting (if not already covered by previous agenda items)

20. To agree meeting dates for 2024

21. Items for Next Meeting – Monday 8th January

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 8th January 2024 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.u