

WITHYCOMBE PARISH COUNCIL

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

28th February 2024

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 4th March 2024** 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. **Receive declarations of interest from Councillors.**
3. **To approve the minutes of the following meetings:**
Meeting held 8th January 2024.
4. **Updates/actions from last meeting (if not already covered by an agenda item)**
5. **Reports from Somerset Council Councillors**
6. **To discuss current Highway Matters**
7. **Revision of Flood Plan**
8. **Minehead & Watchet LCN meeting held on 7th February at Williton**
To note minutes circulated and raise any issues
9. **Planning – none received**

- 10. Finances**
 Bank Reconciliation up to 29th February 2024 *to follow*
 Income and Expenditure against budget up to 29th February 2024 *to follow*
- 11. To approve the following accounts for payment:**
- | | |
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| Clerks Salary & Expenses (January - March) | £1328.73 |
| HMRC (National Insurance) | £112.92 |
| Hall Hire | £60.00 |
- 12. Play Area/Community Area**
 To receive any updates
- 13. Parish Assets – Benches etc**
- 14. Parish Newsletter – to consider update received from PCC Secretary dated 11th January**
- 15. To discuss change of day for Council meetings going forward**
- 16. Parish Assembly – to agree dates and invites**
- 17. Councillor Vacancies**
- 18. 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 20th May 2024 should be with the Clerk at least 14 days before the meeting.

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