

WITHYCOMBE PARISH COUNCIL

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

3rd January 2024

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 8th January 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 11th September 2023 and 6th November 2023.
- 4. Updates/actions from last meeting (if not already covered by an agenda item)**
- 5. Reports from Somerset Council Councillors**
- 6. Flooding/Emergency Planning**
To receive an update following letters written to landowners and meeting with Somerset Highways Manager.
Update on revision of Flood Plan
- 7. Minehead & Watchet LCN meeting held on 5th December at Williton**
To receive a verbal update if available and to note the minutes.

8. **To note the Somerset Council budget consultation.**
9. **Planning**
Applications received:- 3/41/23/001, Charem, West Street, Withycombe – Outline application with all matters reserved for replacement of dwelling
10. **Finances**
Bank Reconciliation up to 31st December 2023 *to follow*
Income and Expenditure against budget up to 31st December 2023 *to follow*
11. **National Association of Local Councils Pay Award 2023**
To agree implementation of the NJC pay award (backdated) wef 1st April 2023.
12. **To approve the following accounts for payment:**

ISOK Design – Web Hosting and Domain Name for website	£122.35
British Heart Foundation – defibrillator replacement pads	£84.00
Clerks Salary & Expenses (Oct-Dec)	£1,730.43
To note urgent payments already made:	
Id Verde - 2023-24 dog bin collection	£149.76
Direct Debit – Information Commissioners Office	£35.00
13. **Budget/Precept 2024-25**
To agree the budget and precept for 2024-25
14. **Play Area/Community Area Updates**
To receive any updates
15. **Highways Updates**
To agree purchase of a new salt bin for West Street
To receive any other updates
16. **Withycombe Hill – Progress with trees**
17. **Parish Newsletter**
18. **Councillor Vacancy**
19. **Items for Next Meeting – Monday 4th March**

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 January 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@withycombeco.u