

WITHYCOMBE PARISH COUNCIL

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

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

Chair: Richard Barnham

12th May 2025

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 19th May 2025** 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

EXTENDED PUBLIC FORUM

There will be an extended public open meeting to allow members of the public (who are not normally permitted to speak during the meeting), to participate before the start of the meeting by asking questions or making comments on matters affecting Withycombe Parish. Specific items have been tabled for the public forum to encourage participation and discussion.

1. Report from Somerset Councillors
2. Withycombe Memorial Hall – Report from Trustees and public discussion for future use of the Hall.
3. Report from Cllr Barnham – Work to reinforce the road and repair of stream bank opposite at Buckhill, Higher Rodhuish Rd, should now be complete. Usage of the road will now return to normal. Is there a need for regulation to reduce continual highway and environmental damage caused by the traffic through the village? The streams and culverts in Rodhuish and Withycombe need management to restrict further flooding events. There is an opening for volunteer Flood Wardens, training and support can be provided.

The public forum will be 7pm – 8pm.

AGENDA

1. Election of Chair
2. Election of Vice Chair
3. Apologies
4. Declaration of Interests and Dispensations
5. To approve the minutes of meeting held on 3rd March 2025.

6. **Actions following the Extended Public Forum**
7. **Correspondence received by Parish Council concerning storage of Heating Oil Tanks at Squirrels.**
8. **Highway Matters – if not previously discussed.**
9. **Planning Applications: 6/26/25/002, Croydon Hall, Rodhuish** – Change of use from class C2 (residential) to class C1 (hotel). As per additional information 10.2.09, without complying with condition 8 (covered accommodation) and 9 (use of fireworks) of approved application 6/26/08/11
10. **Finances**
Income and Expenditure up to 31st March 2024 (to note)
To note reserves as at 31st March 2024
11. **To approve the following accounts for payment:**

Memorial Hall (Hall Hire 2024/25)	£70.00
Memorial Hall (Christmas Tree 2024)	£30.00
Zurich (Annual PC Insurance, 3 year deal)	£523.23
Somerset Association of Local Councils (affiliation fees)	£133.03
 Memorial Hall Grant (resolution passed at March Council)	 £2,500.00
 To note urgent payments already made (previously agreed via email)	
Grounds maintenance April 24 - March 25	£315.00
Rapid House (payroll)	£31.02
 Income Received	
To note receipt of the Parish Precept	£8,682.00
12. **To approve the Asset Register 2024**
13. **To receive the Internal Audit report**
14. **Annual Governance & Accountability Return 2024-25**
To confirm that the Council wishes itself as exempt from the limited assurance review as it has income/expenditure of less than £25,000 for 2024/25
To approve Section 1 Annual Governance Return 2024-25
To approve Section 2 Final Statement of Accounts 2024-25
15. **Memorial Bench – Chris Thomas**
16. **Clerks report – update on correspondence received since last 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 7th July 2025 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 Email: clerk@withycombepc.co.uk Tel: 07770634901