



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

Tel: 01984 633979

Email: clerk@willitonpc.org.uk

www.willitonparishcouncil.org

Dear Councillor

28th October 2020

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 2nd November 2020** at 7.15 pm, via Zoom for the purpose of transacting the following business. If there are no items from the public the meeting will commence at **7.00 pm**. *The Local Authorities (Coronavirus) (Flexibility of Local Authority meetings) (England) Regulations 2020*

There will be a period of public participation and members of the press and public are invited to address the Council 15 minutes prior to the commencement of the meeting at approximately 7.00pm, providing the notice period has been complied with. Please see Public Participation Notice.

Covid-19: changes to how we hold Parish Meetings

- Following changes to government rules, Williton Parish Council will use video conferencing for the purpose of this Parish Meeting.
- Councillors will use "Zoom" to take part in the meetings and vote on agenda items.
- Members of the Public who wish to attend the meeting via video conferencing, or wish to submit statements, questions and petitions ahead of the meetings please contact the Parish Clerk at clerk@willitonpc.org.uk

Topic: Williton Parish Council November 2020 Meeting

Time: Nov 2, 2020 07:00 PM London

Join Zoom Meeting

<https://zoom.us/j/97125912999?pwd=Ulk4Vm1UbGlxTGFSd29XWUdnMm55Zz09>

Meeting ID: 971 2591 2999

Passcode: 979693

Yours sincerely

Michelle Francis
Clerk to the Council

A G E N D A

- 20/144 To advise the recording of the meeting - Chairman**
- 20/145 To note apologies for absence and approve reason, where appropriate**
- 20/146 Co-option of Councillor (application forms attached)**
- 20/147 Appointment of Councillors to Committees (FAC and EPC) (current list attached)**
- 20/148 Declarations of Interest**
- 20/149 Minutes of the last meeting held on Monday 5th October 2020 for approval (attached)**
- 20/150 Matters from the Minutes – for the purpose of report only**
 - 20/150.1 (Item 20/142) To note the office boiler had been replaced
- 20/151 Report from Avon and Somerset Constabulary**
- 20/152 Report from Somerset County Councillor**
- 20/153 Report from Somerset West and Taunton Councillors – Watchet and Williton Ward**
- 20/154 Clerk's/Chairman's Notices**
 - 20/154.1 Williton Window reports – to agree the rota (attached)
- 20/155 Correspondence**
 - 20/155.1 To note contents of correspondence log (attached)
 - 20/155.2 NALC climate change survey (forwarded 19.10.2020) – to consider response
 - 20/155.3 Letter from WWMRG requesting addition to Grounds Maintenance contract (attached)
 - 20/155.4 Remembrance Day Service 11th November 2020 – to arrange laying of wreath

- 20/156 Report from Environment & Planning held on 12th October 2020 and any recommendations for approval (attached)**
20/156.1 (Item 20/61.1B) To consider wording amendments to Ground Maintenance Contract 2021-2022 (attached)
20/156.2 (Item 20/61.2B) To consider wording amendments to Weed Spraying Contract 2021-2022 (attached)
- 20/157 Report from Finance & Admin Committee held on 19th October 2020 and any recommendations for approval (attached)**
20/157.1 To note the provisions as at 30th September 2020 (attached)
20/157.2 (Item 20/45.2A) Due to the Financial Services Compensation Scheme limit, being £85,000.00, recommendation that the sum of £30,000.00 was transferred into the Nationwide Building Society account – to agree
20/157.3 (Item 20/50A) Recommendation to re-adopt the Risk Management policy with slight amendment (attached)
- 20/158 To receive any Accounts for Payment – to be forwarded on the day of the meeting**
- 20/159 Events Committee**
Report from meeting held on 19th October 2020 (attached)
- 20/160 Health and Safety**
CLP Safety and Training Ltd - update
- 20/161 Safer Highstreet Allocation Funding to include Public Conveniences – update (Cllr Aldridge)**
- 20/162 Williton Helpline during Covid 19 pandemic – verbal report and financial update**
- 20/163 Defibrillator - update**
- 20/164 Community Fibre Partnership – update (Cllr McDonald)**
- 20/165 Matters for the next meeting to be held on Monday 7th December 2020 via Zoom**
- 20/166 To pass resolution to exclude the Press and Public from the remainder of the meeting**
- 20/167 (Item 20/142) Leased Office – verbal update to be given**
- 20/168 Staffing – resignation of Assistant to Clerk and to discuss future staffing (verbal report from Personnel Committee)**