



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

Tel: 01984 633979

Email: clerk@willitonpc.org.uk

www.willitonparishcouncil.org

Dear Councillor

2nd December 2020

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 7th December 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 December meeting

Time: Dec 7, 2020 07:00 PM London

Join Zoom Meeting

<https://zoom.us/j/92896637465?pwd=SHpKeUpwb0JoNUdmTDE0Vzh2OVoxZz09>

Meeting ID: 928 9663 7465

Passcode: 728206

Yours sincerely

Michelle Francis
Clerk to the Council

A G E N D A

Before the start of the meeting there will be a presentation from Somerset Action in Village for the Environment and Climate (SAVE) by the Somerset Eco-Centre

- 20/175 To advise the recording of the meeting - Chairman**
- 20/176 To note apologies for absence and approve reason, where appropriate**
- 20/177 Declarations of Interest**
- 20/178 Minutes of the last meeting held on Monday 2nd November 2020 for approval (attached)**
- 20/179 Minutes of the Extra Ordinary meeting held on Monday 23rd November 2020 for approval (attached)**
- 20/180 Matters from the Minutes – for the purpose of report only**
- 20/181 Report from Avon and Somerset Constabulary – (October crime figures forwarded 26/11/2020)**
- 20/182 Report from Somerset County Councillor**
- 20/183 Report from Somerset West and Taunton Councillors – Watchet and Williton Ward**
- 20/184 Clerk's/Chairman's Notices**
 - 20/184.1 Williton Window report**
- 20/185 Correspondence**
 - 20/185.1 To note contents of correspondence log (attached)**
 - 20/185.2 Street Naming and Numbering – planning application 3/39/20/005 – to consider name proposals (forwarded 09/11/2020)**
 - 20/185.3 SWT Consultation notification: Climate Positive Planning Interim Policy Statement – to consider response to consultation (forwarded 23/11/2020)**
 - 20/185.4 Somerset Action in Villages for the Environment & Climate (SAVE Climate) developed by the Somerset Eco-Centre specifically for rural areas and smaller towns – to consider supporting the scheme (forwarded 11/11/2020)**

20/186

To consider the following planning applications – Plans are available for inspection in the Parish Office

Application No	Location	Description
3/39/20/019	62 Sir Gilbert Court, Long Street, Williton, TA4 4RH	Erection of a timber screen fence (retention of works already undertaken) (amended scheme to 3/39/20/006)

20/187

Report from Environment & Planning held on 9th November 2020 and any recommendations for approval (attached)

20/188

Report from Finance & Admin Committee held on 16th November 2020 and any recommendations for approval (attached)

20/188.1

To note the provisions as at 31st October 2020 (attached)

20/188.2

(Item 20/58.4A) Computer Supplies – to consider the purchase of two laptops (forwarded 01.12.2020)

20/188.3

(Item 20/58.5A) Extra Email Capacity on Desktop Computers – to consider (forwarded 01.12.2020)

20/188.4

(Item 20/157.3A) Recommendation to re-adopt the Risk Management policy with amendment to include Financial Services Compensation Scheme (forwarded 02.12.2020)

20/189

Budget Considerations 2021-2022 (attached)

20/190

End of Year Audit 2019-2020

20/190.1

Notice of Conclusion of Audit from PKF Littlejohn LLP

20/190.2

External Auditor Report and Certificate – (forwarded 02.12.2020) “*On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met*” **To note**

20/191

To receive any Accounts for Payment – to be forwarded on the day of the meeting

20/192

Events Committee – update on Christmas Sleigh Parade

20/193

Health and Safety

20/194

Report from Transport Forum held on 26th November 2020 (Cllr Woods)

20/195

Youth Council (Cllr McDonald)

20/196

Defibrillator – to consider installation (forwarded 30.11.2020)

20/197

Community Fibre Partnership – update (Cllr McDonald)

20/198

New housing development adjoining Aller Mead and the cycle track – suggestion to liaise with developers to join a cycle track between sites (Cllr Peeks)

20/199

Matters for the next meeting to be held on Monday 4th January 2021 via Zoom

20/200

To pass resolution to exclude the Press and Public from the remainder of the meeting

20/201

Safer Highstreet Allocation Funding to include Public Conveniences – to consider prices received for Project Manager and further update (Cllr Aldridge)

20/202

(Item 20/142) **Leased Office** – verbal update to be given

20/203

HR Consultant

To consider a new HR Consultant company, request for HR to attend all future Personnel Meetings and appraisal training (attached)

20/204

Staffing – verbal update to be given at meeting