



# WILLITON PARISH COUNCIL

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Dear Councillor

2<sup>nd</sup> February 2022

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 7<sup>th</sup> February 2022** at 7.15 pm, at The Brendon Room, Williton Pavilion, for the purpose of transacting the following business. If there are no items from the public, the meeting will commence at **7pm**.

***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.***

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 Joint Project Safety Community Safety Officer**

- 21/276 To advise the recording of the meeting – Chairman**
- 21/277 To note apologies for absence and approve reason, where appropriate**
- 21/278 Declarations of Interest** - Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
- 21/279 Minutes of the last meeting held on 10<sup>th</sup> January 2022 for approval** (attached)
- 21/280 Minutes of the Extra Ordinary meeting held on 18<sup>th</sup> January 2022 for approval** (attached)
- 21/281 Matters from the Minutes – for the purpose of report only**  
21/281.1 (Item 21/256) Community Safety Assessment – To note comments had been submitted  
21/281.2 (Item 21/249.2) To note Williton RBL had been unsuccessful in their S106 funding bid
- 21/282 Report from Avon and Somerset Constabulary**
- 21/283 Report from Somerset County Councillor**
- 21/284 Report from Somerset West and Taunton District Councillors - Williton Ward**
- 21/285 Clerk's/Chairman's Notices**  
21/285.1 Williton Window Report – (Cllr Naylor to write a report)  
21/285.2 Councillor Surgery – to be held at the Open House Event, Pavilion, on 27<sup>th</sup> February 2022  
21/285.3 Request for Clerk to attend SALC Preparing for Elections Training at a cost of £20.00  
21/285.4 Request for Clerk and Chair of Personnel to attend SLCC Appraisal Training – 2<sup>nd</sup> March £30 and £35 respectively  
21/285.5 Co-option of an Councillor to the Personnel Committee due to the resignation from committee by Cllr Johnson
- 21/286 Correspondence**  
21/286.1 To note contents of correspondence log (attached)  
21/286.2 Letter from WWMRG Charity requesting that the Parish Council take on CCTV around the Memorial Ground  
21/286.3 Request to fund room hire for West Somerset Flood Group to hold a meeting in the pavilion on the 1<sup>st</sup> March 2022  
21/286.4 Members Briefing presentation – Enhanced Partnership Plan and Scheme – to consider a response (forwarded 10.01.22)
- 21/287 Report from Environment & Planning held on Monday 17<sup>th</sup> January 2022 and any recommendations for approval** (attached)  
21/287.1 Recommendation to proceed with Spring Riders without external funding and with 10% allowance on quotation
- 21/288 Report from Finance & Admin Committee held on Monday 24<sup>th</sup> January 2022 and any recommendations for approval** (attached)  
21/288.1 To note the provisions as at 31<sup>st</sup> December 2022 (attached)  
21/288.2 (Item 21/96A) Recommendation to continue the use of dedicated Councillor email addresses

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|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>21/289</b> | <b>Report from Events Committee held on Wednesday 19<sup>th</sup> January 2022 and any recommendations for approval (attached)</b>                                                                                                                  |
| 21/289.1      | Recommendation to consider a commemorative item for the Queen's Platinum Jubilee, such as a coin or cup                                                                                                                                             |
| 21/289.2      | Request for the Parish Council to allocate a start-up budget/contribution for the Christmas Cream Tea event to Thank local services                                                                                                                 |
| <b>21/290</b> | <b>To receive any accounts for payment – to be given at meeting</b>                                                                                                                                                                                 |
| <b>21/291</b> | <b>Health and Safety</b>                                                                                                                                                                                                                            |
|               | To report spot check regarding Covid-19 measures and Mental Health of employees                                                                                                                                                                     |
| <b>21/292</b> | <b>Welcome Back Fund – To be completed by 31<sup>st</sup> March 2022</b>                                                                                                                                                                            |
| 21/292.1      | To note report and receive a verbal update (attached)                                                                                                                                                                                               |
| <b>21/293</b> | <b>Emergency High Street Fund – To be completed by 31<sup>st</sup> March 2022</b>                                                                                                                                                                   |
| 21/293.1      | To note report and receive a verbal update (attached)                                                                                                                                                                                               |
| 21/293.2      | To consider alternation to specification to install automatically timed locking devices on doors                                                                                                                                                    |
| 21/293.3      | To discuss Public Toilet cleaning tender and contract (draft to be forwarded)                                                                                                                                                                       |
| <b>21/294</b> | <b>(Item 21/200) Maitland Walker – Advice on land owned by Williton Parish Council</b>                                                                                                                                                              |
| 21/294.1      | To consider and agree Confirmation of Instructions to be signed (attached)                                                                                                                                                                          |
| 21/294.2      | All Councillors and Clerk to complete Proof of Identity (attached)                                                                                                                                                                                  |
| <b>21/295</b> | <b>Annual Parish Assembly</b>                                                                                                                                                                                                                       |
| 21/295.1      | To consider change of date from Wednesday 27 <sup>th</sup> April 2022 until after the elections, due to purdah. To comply with the Local Government Act 1972, the Annual Parish Meeting must take place between 1 March and 1 June (both inclusive) |
| 21/295.2      | To consider invitation for a speaker                                                                                                                                                                                                                |
| <b>21/296</b> | <b>Community Speed Watch and Speed Indicator Device</b>                                                                                                                                                                                             |
| 21/296.1      | To receive update from Highways regarding positioning of SID (to be forwarded upon receipt)                                                                                                                                                         |
| 21/296.2      | To consider SCC Memorandum of Understanding (forwarded 02.02.2022)                                                                                                                                                                                  |
| 21/296.3      | Community Speed Watch Scheme - To consider recommendation to adopt AutoSpeedWatch (Cllr Johnson) – (attached)                                                                                                                                       |
| <b>21/297</b> | <b>Youth Council</b> (Cllrs Cook and Naylor) – to consider document that had been circulated for the January meeting (forwarded 10.01.2022 and attached)                                                                                            |
| <b>21/298</b> | <b>Volunteer Register</b> (Cllr Cook)                                                                                                                                                                                                               |
| <b>21/299</b> | <b>Fuel Poverty</b> – report from meeting held on 13 <sup>th</sup> January 2022 (Cllr Aldridge)                                                                                                                                                     |
| <b>21/300</b> | <b>Defibrillator Training Event</b> – to consider possible dates for training to be held                                                                                                                                                            |
| <b>21/301</b> | <b>Electric Charging Points for Cars and Signage</b>                                                                                                                                                                                                |
| <b>21/302</b> | <b>Unitary Authority in Somerset</b> – update                                                                                                                                                                                                       |
| <b>21/303</b> | <b>Wildflower Project</b> - request for Councillor to take project over from Cllr Johnson                                                                                                                                                           |
| <b>21/304</b> | <b>Matters for the next meeting to be held on Monday 7<sup>th</sup> March 2022</b>                                                                                                                                                                  |
| <b>21/305</b> | <b>To pass a resolution to exclude the Press and Public from the remainder of the meeting due to Commercial Sensitivity matters</b>                                                                                                                 |
| <b>21/306</b> | <b>To consider recommendation from EPC on which company should be awarded the WPC and SCC Ground Maintenance Contract 2022-2023 (to be forwarded)</b>                                                                                               |
| <b>21/307</b> | <b>To consider recommendation from EPC on which company should be awarded the Weed Spraying Contract 2022-2023 (to be forwarded)</b>                                                                                                                |