



WILLITON PARISH COUNCIL

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Dear Councillor

26th April 2023

You are hereby summoned to attend the Annual Meeting of the Williton Parish Council to be held on **Tuesday 2nd May 2023** at 7.15 pm, at Parish Council Office, Williton 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

To advise the recording of the meeting

23/01 Election of Chairman and receipt of declaration of acceptance of office

23/02 To note apologies for absence and approve reason, where appropriate

23/03 Declarations of Interest

23/04 Election of Vice Chairman

23/05 Appointment of Councillors to Committees and confirmation of days and dates of meetings (attached)

23/05.1 Finance and Administration Committee

23/05.2 Environment and Planning Committee

23/05.3 Personnel Committee (3 members)

23/05.4 Grievance Committee (3 members)

23/05.5 Appeals Panel (3 members)

23/05.6 Events Sub Committee – to note all members are invited to attend

23/06 Appointment of Representatives to Outside Bodies (attached last year's list)

23/07 To confirm continued eligibility and re-adoption of the General Power of Competence - "That Williton Parish Council resolves that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions Order 2012), resolves that the Council is eligible to adopt and to exercise the General Power of Competence due to having 2/3 elected members and qualified Clerk".

23/08 Co-option of Councillors – the vacancy will be advertised to invite applications for co-option at June 2023 meeting

23/09 Inspection of the Deeds in the custody of the Parish Council

23/10 To re-adopt Standing Orders (attached)

23/11 Minutes of the last meeting held on 3rd April 2023 for approval (attached)

23/12 Matters from the Minutes – for the purpose of report only

23/13 Report from Avon and Somerset Constabulary

23/14 Report from Somerset Councillor

23/15 Clerk's/Chairman's Notices

23/15.1 Williton Window Report – Cllr Whetlor to be asked to write next article (rota attached)

23/16 Correspondence

23/16.1 To note contents of correspondence log (attached)

23/16.2 Request from Royal British Legion to fund hire of Pavilion for a room and refreshments, for November 11th service

23/16.3 Request from neighbour to contribute with upgrading of water supply (attached)

23/16.4 Age UK Somerset – information on services offered (copy available in the office)

23/16.5 Request from Williton Rockets for new goal posts (attached)

23/16.6 Chair's Award for service to the community 2023 - Friday 6th October 2023 – to consider nomination

23/17	Report from Environment & Planning held on 10th April 2023 and any recommendations for approval (attached)
23/18 23/18.1	Report from Finance & Admin Committee held on 17th April 2023 and any recommendations for approval (attached) To note the provisions as at 31 st March 2023 (attached)
23/19	To receive any accounts for payment not covered by Finance and Admin Committee
23/20 23/20.1	Health and Safety Report from advisors regarding Playground Equipment (attached) – to note, quotation to be discussed under 23/29
23/21	Verbal Report from Annual Parish Assembly held on Wednesday 19th April 2023
23/22 23/22.1 23/22.2	Amenity Area Notes from meeting held on 17 th April 2023 (attached) Request to use Risdon Hosegood Solicitors
23/23	Community Speed Watch - update
23/24	Speed Indicator Device - update
23/25	Youth Council – update
23/26	Matters for the next meeting to be held on Monday 5th June 2023 Review Council Policies and Procedures
23/27	To pass a resolution to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity
23/28	Consider Quotation for Playground Equipment (to be forwarded)
23/29	Insurance Renewal – to consider quotations and options (to be forwarded)
23/30	Email received by councillors - to discuss way forward