

WILLITON PARISH COUNCIL

**Minutes of the Finance and Administration Committee Meeting held on
Monday 19th February 2024 at 7.13pm, at the rising of the Extra Ordinary Trustee meeting
in the Parish Office, 2 Killick Way, Williton.**

Attendees:

Councillors Payne (Chairman), Aldridge, Hooper and Howes
Public None
Other Mrs M Francis (Parish Clerk)

Apologies:

Councillors Angell, Whetlor (Personal reasons)

23/127A The Chairman advised the meeting would be recorded

23/128A **Apologies as noted above and reasons for absence approved.**

23/129A **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Payne	23/135A	Personal	Did not vote on personal reimbursement

23/130A **Approval of Minutes of the Finance & Administration Committee Meeting held on 22nd January 2024**

It was **resolved** to approve the minutes.
Proposed Cllr Hooper, seconded Cllr Aldridge, one abstention

23/131A **Matters from the Minutes – for the purpose of report only**

23/131.1A (Item 23/125A) Doniford Bus Shelter – Full Council declined the recommendation from FAC to adopt the shelter - noted

23/131.2A (Item 23/199.2) Temporary Storage of West Somerset Free Press archive files – Full Council accepted the recommendation to store the files in the car park store - noted

23/131.3A (Item 23/122A) Parish Office Hire Charge – Full Council accepted recommendation to increase charges for the 2024-2025 financial year - noted

23/131.4A (Item 23/109A) Environment and Planning Committee rejected request to consider applying for preservation orders on Memorial Trees on Bellamy's Corner at the February 2024 meeting – noted.

23/132A **Parish Office**

23/132.1A Wessex Water had attended the office to carry out water sampling after the recent pipe flush – results confirmed as acceptable levels for drinking water. Results had been circulated to members. Noted

23/133A **Budget**

23/133.1A It was unanimously **resolved** to approve the Receipts and Expenditure, as at 31st January 2024

23/133.2A It was unanimously **resolved** to approve the Financial Reserve Estimated Provisions, as at 31st January 2023

23/134A **Bank Reconciliation**

It was unanimously **resolved** Cllr Payne would carry out the bank reconciliation for January 2024. Proposed Cllr Hooper, seconded Cllr Howes.

23/135A **Accounts for Payment**

It was **resolved** to agree the payments on the attached list.
Proposed Cllr Hooper, seconded Cllr Howes

23/136A Correspondence

23/136.1A An offer for a free, framed portrait of King Charles III had been received through SALC and the clerk had applied for a copy - noted

23/136.2A Available S106 funding from Somerset Council, had been forwarded to members - noted
Eljet Exterior Cleaning Services had advised of an increase in charges. These were accepted. Proposed Cllr Hooper, seconded Cllr Howes and unanimously **resolved**.

23/137A Public Conveniences

23/137.1A Cllr Aldridge advised still only two possible suppliers had been found to date.

23/137.2A There was no update regarding possibility of renting out the storage area – a different agent would be contacted.

Contact details for a cleaner had been received from a local parish council, who would be approached for a price.

The Radar key entrance system was due to be mended on Wednesday 28th February 2024

23/138A Bellamy's Corner

The response from Maitland Walker had been forwarded to members, together with an invoice from Somerset Council.

After a discussion, it was unanimously **resolved** to write to Somerset Council and dispute the invoice as the Parish Council acted with good intent, it was Somerset Council who withdrew from the purchase proceeding. Proposed Cllr Howes, seconded Cllr Aldridge

Maitland Walker would be copied into the response, for their information only.

23/139A Matters for the next meeting to be held on Monday 18th March 2024

Re-painting of Car park lines

Meeting closed at 7.46 pm.

Signed as a true and correct record ... Cllr Payne Dated 18th March 2024