



WILLITON PARISH COUNCIL

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Dear Councillor

29th May 2024

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 3rd June 2024** 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

M Francis

Michelle Francis
Clerk to the Council

A G E N D A

Before the start of the meeting there will be a presentation from West Somerset Micro Providers

- 24/50 To advise the recording of the meeting**
- 24/51 Conduct of Meeting including Code of Conduct and Respect for others at Meeting**
- 24/52 To note apologies for absence and approve reason, where appropriate**
- 24/53 Declarations of Interest**
- 24/54 Appointment of Councillors to Committees - to fill vacant positions**
 - 24/54.1 Finance and Administration Committee – Cllr Angell to be elected to committee
 - *Current members – Cllrs Aldridge, Denton, Hooper, Howes, Payne*
 - 24/54.2 Environment and Planning Committee – Cllrs de Burgh-Thomas, Rutter and Whetlor to be elected to committee
 - *Current members – Cllrs Aldridge, Nye, Payne, Peeks*
 - 24/54.4 Grievance Committee – Two members to be elected
 - *Current member – Cllr Hooper*
 - 24/54.5 Appeals Panel – One member to be elected
 - *Current members – Cllr Howes, Nye*
 - 24/54.6 Village Emergency Response Group – One member to be elected
 - *Current member – Cllr Aldridge*
- 24/55 Minutes of the last meeting held on 7th May 2024 for approval (attached)**
- 24/56 Minutes of the Extra Ordinary meeting held on 20th May 2024 for approval (attached)**
- 24/57 Minutes of the Extra Ordinary meeting held on 28th May 2024 for approval (attached)**
- 24/58 Matters from the Minutes – for the purpose of report only**
- 24/59 Report from Avon and Somerset Constabulary**
- 24/60 Report from Somerset Councillors**
- 24/61 Clerk's/Chairman's Notices**
 - 24/61.1 Williton Window Report
 - 24/61.2 D-Day Commemoration and Lighting of the Beacon – 6th June 2024
- 24/62 Correspondence**
 - 24/62.1 To note contents of correspondence log (attached)
 - 24/62.2 Consultation to change age range at St Peters School
 - 24/62.3 Somerset Council Chairs Award Nomination – to consider nominee
- 24/63 Report from Environment & Planning held on 13th May 2024 – to note the meeting had not taken place due to being inquorate**

24/64	Report from Finance & Admin Committee held on 20th May 2024 and any recommendations for approval (attached)
24/64.1	To note the provisions as at 30 th April 2024 (attached)
24/64.2	Recommendation to adopt amended Risk Management policy (attached)
24/64.3	Recommendation to re-adopt Equal Opportunities policy (attached)
24/65	Report from Events Sub Committee held on 8th May 2024 – to note and agree Parish Council events (attached)
24/66	To receive any accounts for payment not covered by Finance and Admin Committee (To be given at the meeting)
24/67	Health and Safety
24/68	End of Year Internal Audit 2023-2024 (attached)
24/69	To consider the Annual Governance Statement 2023/2024 (attached)
24/70	To approve the Annual Governance Statement 2023/2024
24/71	To sign the Accounting Statement 2023/2024
24/72	Amenity Area - update
24/73	Community Speed Watch – to receive report from Cllr Denton
24/74	Speed Indicator Device - update
24/74.1	Update from Somerset Highways on permission for positioning posts agreed at the March 2024 meeting
24/74.2	To receive a SID report
24/75	Community Review Project – to receive update
24/76	Youth Council – update
24/77	Local Community Network Transport forum postponed until 27 th June – to note
24/78	Flood / Village Response Group To receive a report from Public Meeting held on 30 th May 2024
24/79	Williton Chemist – to receive update
24/80	Matters for the next meeting to be held on Monday 1st July 2024