



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

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Dear Councillor

1st May 2024

You are hereby summoned to attend the Annual Meeting of the Williton Parish Council to be held on **Tuesday 7th May 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

Michelle Francis
Clerk to the Council

A G E N D A

To advise the recording of the meeting

- 24/01 Election of Chairman and receipt of declaration of acceptance of office**
- 24/02 Conduct of Meeting including Code of Conduct and Respect for others at Meeting**
- 24/03 To note apologies for absence and approve reason, where appropriate**
- 24/04 Declarations of Interest**
- 24/05 Election of Vice Chairman**
- 24/06 Appointment of Councillors to Committees and confirmation of days and dates of meetings (attached)**
 - 24/06.1 Finance and Administration Committee
 - 24/06.2 Environment and Planning Committee
 - 24/06.3 Personnel Committee (3 members)
 - 24/06.4 Grievance Committee (3 members)
 - 24/06.5 Appeals Panel (3 members)
 - 24/06.6 Events Sub Committee (2 members)
 - 24/06.7 Village Emergency Response Group (2 members)
- 24/07 Appointment of Representatives to Outside Bodies (attached last year's list)**
- 24/08 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 a qualified Clerk".
- 24/09 Co-option of Councillors**
- 24/10 To re-adopt Standing Orders (attached)**
- 24/11 Minutes of the last meeting held on 8th April 2024 for approval (attached)**
- 24/12 Matters from the Minutes – for the purpose of report only**
- 24/13 Report from Avon and Somerset Constabulary**
- 24/14 Report from Somerset Councillors**
- 24/15 Clerk's/Chairman's Notices**
Williton Window Report – Cllr Aldridge to be asked to write next article
- 24/16 Correspondence**
 - 24/16.1 To note contents of correspondence log (attached)
 - 24/16.2 Citizens Advice West Somerset Report (attached)

24/17	Report from Environment & Planning held on 15th April 2024 and any recommendations for approval (attached)
24/18 24/18.1	Report from Finance & Admin Committee held on 22nd April 2024 and any recommendations for approval (attached) To note the provisions as at 31 st March 2024 (attached)
24/19	Report from Events Sub Committee held on 10th April 2024 – to note and agree Parish Council events (attached)
24/20	To receive any accounts for payment not covered by Finance and Admin Committee (To be given at the meeting)
24/21	Health and Safety
24/22 24/22.1	Verbal Report from Annual Parish Assembly held on Tuesday 23rd April 2024 Letters from parishioners about Parish Assembly and reports
24/23 24/23.1	Amenity Area Verbal report from Meeting held on 22 nd April 2024
24/24	Community Speed Watch – to receive report from Cllr Denton
24/25 24/25.1 24/25.2	Speed Indicator Device - update Update from Somerset Highways on permission for positioning posts agreed at the March 2024 meeting To receive a SID report
24/26	Community Review Project
24/27	Youth Council – update
24/28	Local Community Network
24/29 24/29.1	Flood / Village Response Group To receive a report from Public Meeting held on 17 th April 2024
24/30	To receive a verbal report from West Somerset Flood Group meeting held on 24th April 2024
24/31	Williton Chemist – response from Jhoots Pharmacy
24/32	Caravan in Killick Way - update
24/33	Matters for the next meeting to be held on Monday 3rd June 2024 Review Council Policies and Procedures
24/34	To pass a resolution to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity
24/35	Insurance Renewal – to consider quotations and options (to be forwarded)
24/36	Play Area Equipment – to consider quotations (to be forwarded)
24/37	To consider Flagpole quotation recommended by EPC (attached)