



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

Tel: 01984 633979

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Dear Councillor

12th February 2025

You are hereby summoned to attend a meeting of the Finance and Administration Committee of the Williton Parish Council to be held on **17th February 2025, at 7pm**, in The Parish Office, 2 Killick Way, Williton, for the purpose of transacting the following business. If there are items from the public the meeting will commence at approximately 7.15 pm

Members of the press and public are invited to address the Council 15 minutes prior to the commencement of the meeting at approximately 7.00 pm, providing the notice period has been complied with. Please see Public Participation Notice. COULD SIGNATORIES PLEASE ARRIVE EARLY TO CHECK PAYMENTS.

Yours sincerely

Michelle Francis

Michelle Francis
Clerk to Williton Parish Council

A G E N D A

- 24/115A The meeting will be recorded**
- 24/116A To note apologies for absence and approve reason, where appropriate**
- 24/117A 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)
- 24/118A Minutes of the Finance and Administration Committee meeting held on 20th January 2025 for approval.**
(sent with Parish Council papers)
- 24/119A Matters from the Minutes – for the purpose of report only**
24/119.1A (Item 24/109.2A) Extra device and Solar Panels for existing SID device had been purchased and installed
24/119.2A (Items 24/110A; 24/111A; 24/112A; 24/113A) The recommendation to Full Council to adopt these policies had been accepted
- 24/120A Parish Office**
24/120.1A To confirm area for marking car parking bays outside parish office (Title Deed Attached)
- 24/121A Correspondence**
24/121.1A Email from parishioner with suggestion to advertise parking spaces on 'Your Parking Space' and charge for overnight parking – to consider (attached)
24/121.2A Request from Watchet Town Council for a meeting to discuss maintenance fees paid towards Watchet's cemetery – to consider a date (attached)
- 24/122A Budget**
24/122.1A Detailed Receipts and Expenditure Analysis on 31st January 2025 (attached)
24/122.2A Summary of Provisions on 31st January 2025 (attached)
- 24/123A Bank Reconciliation for January 2025** (to agree for Councillor Whetlor to sign)
- 24/124A Accounts for payment** (final copy to be given at the meeting)
- 24/125A Public Conveniences**
24/125.1A Electric Supply in store – update on connection and confirmation budgeted amount has been allocated to reserves
24/125.2A Card Donation – update – to include responses from Abingdon and Bampton Town Councils
- 24/126A SID Device**
24/126.1A Blue tooth device – update
- 24/127A Bellamy's Corner** – update from Somerset Council regarding lease (attached)
- 24/128A Matters for the next meeting – to be held on Monday 17th March 2025**