



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

Tel: 01984 633979

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Dear Councillor

13th March 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 March 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

- 24/129A The meeting will be recorded**
- 24/130A To note apologies for absence and approve reason, where appropriate**
- 24/131A 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)
- 24/132A Minutes of the Finance and Administration Committee meeting held on 17th February 2025 for approval.**
(sent with Parish Council papers)
- 24/133A Matters from the Minutes – for the purpose of report only**
24/133.1A (Item 24/121A) Full Council had agreed for representatives to meet Watchet Town Council regarding the maintenance of Watchet Cemetery
- 24/134A Parish Office**
24/134.1A To confirm area for marking car parking bays outside parish office (Title Deed to be forwarded)
- 24/135A Correspondence**
- 24/136A Budget**
24/136.1A Detailed Receipts and Expenditure Analysis on 28th February 2025 (attached)
24/136.2A Summary of Provisions on 28th February 2025 (attached)
- 24/137A Bank Reconciliation for February 2025** (to agree for Councillor Whetlor to sign)
- 24/138A Accounts for payment** (final copy to be given at the meeting)
- 24/139A Public Conveniences**
24/139.1A Electric Supply in store
24/139.2A Card Donation – update
- 24/140A SID Device**
24/140.1A Blue tooth device – update
- 24/141A Bellamy's Corner** – update from Somerset Council regarding lease
- 24/142A Community Asset Register application for Children's Centre**
- 24/143A To exclude members of the press and public from the remainder of the meeting, due to Personnel Matters**
- 24/144A To receive a report from Personnel Meeting**
- 24/145A To invite members of the press and public to re-enter the meeting**
- 24/146A Matters for the next meeting – to be held on Monday 22nd April 2025**