

WILLITON PARISH COUNCIL

Minutes of the Finance and Administration Committee Meeting held on
Monday 17th February 2025 at 7.00pm, in the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors	Payne (Chairman), Aldridge, Hooper
Public	None
Other	Mrs Charlotte Hirst (Assistant to Parish Clerk)

Apologies:

Councillors	Angell, Denton and Whetlor
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- 24/115A** The Chairman advised the meeting would be recorded
- 24/116A** **Apologies as noted above and reasons for absence unanimously approved.**
- 24/117A** **Declarations of Interest**
None.
- 24/118A** **Approval of Minutes of the Finance & Administration Committee Meeting held on 20th January 2025.**
Resolution: To approve the minutes.
Proposed Cllr Aldridge, seconded Cllr Hooper unanimously resolved.
- 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 – **Noted.**
- 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
Resolution to obtain plan ST94729 and to request from Somerset Council clarification on the Parish Office boundary with Williton Library, Killick Way, Williton, Taunton TA4 4QA
- 24/121A** **Correspondence**
- 24/121.1A Email from parishioner with suggestion to advertise overnight parking spaces “Your Parking Space” and charge for overnight parking.
Resolution after consideration it was deemed this would not be in the interest of the Parish Council with potential issues for staff parking in the mornings and evening meetings.
Committee Clerk to inform the Parishioner that the car park is free post 6pm.
- 24/121A Request from Watchet Town Council for a meeting to discuss maintenance fees paid towards Watchet’s Cemetery – to consider a date.
Resolution to defer to Full Council.
- 24/122A** **Budget**
- 24/122.1A Detailed Receipts and Expenditure Analysis on 31st January 2025 - **Noted.**
- 24/122.2A Summary of Provisions on 31st January 2025 – **Noted.**
- 24/123A** **Bank Reconciliation**
It was unanimously **resolved** Cllr Whetlor would carry out the bank reconciliation for January 2025. Proposed Cllr Payne, seconded Cllr Hooper.
- 24/124A** **Accounts for Payment**
It was **resolved** to defer this to Full Council
- 24/125A** **Public Conveniences**
- 24/125.1A Electric Supply in store – update on connection and confirmation budgeted amount to be allocated to reserves

Resolution Clerk to obtain at least one quote and carry out the works if the budget is outside the Clerk's Discretionary Powers or in excess of £500 the Clerk to obtain three quotes and refer back the Committee.

24/125.2A Card Donation – Cllr Aldridge informed the Committee that he had been in contact with two companies and will contract a third company to request a quote and would update at the next Committee meeting.

24/126A SID Device

24/126.1A Cllr Aldridge recommended a second hand or an inexpensive smart phone be purchased to be used to download the SIDS data, Cllr Aldridge believed that a smaller device would be easier and safer to use and would liaise with the Clerk.

24/127A Bellamy's Corner – update from Somerset Council regarding Lease.

Resolution: to write to Somerset Council to say we look forward to the conclusion of this matter and to receive updated terms of the lease.

24/128A Matters for the next meeting to be held on Monday 17th March 2025

To consider a Community Asset Register application for Children's Centre– Cllr Aldridge

Meeting closed at 8.07pm

Signed as a true and correct record ... Cllr Payne Dated ... 17th March 2025