



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

Tel: 01984 633979

Email: clerk@willitonpc.org.uk

Dear Councillor

11th June 2025

You are hereby summoned to attend a meeting of the Finance and Administration Committee of the Williton Parish Council to be held on **16th June 2025, at the rising of the Extra Ordinary Parish Council meeting**, 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

- 25/16A To note the meeting will be recorded.**
- 25/17A To note apologies for absence and approve reason, where appropriate**
- 25/18A 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)
- 25/19A Minutes of the Finance and Administration Committee meeting held on 19th May 2025 for approval.**
(sent with Parish Council papers)
- 25/20A Matters from the Minutes – for the purpose of report only**
- 25/21A Parish Office**
25/21.1A Annual Fire Extinguisher service in the Parish Office had been undertaken – to note
25/21.2A Window and Door replacement – two companies had visited site and quotations were awaited – to note
- 25/22A Correspondence**
25/22.1A Nationwide – Business Instant Saver interest rate reducing from 1.80% to 1.70%
25/22.2A Email from Somerset Council as unable to assist with re-painting of lines outside the parish office as it was not a public highway
25/22.3A Interest received on Nationwide savings account
- 25/23A Budget**
25/23.1A Detailed Receipts and Expenditure Analysis as at 31st May 2025 (attached)
25/23.2A Summary of Provisions as at 31st May 2025 (attached)
- 25/24A Bank Reconciliation for May 2025** (to agree for Councillor to sign)
- 25/25A Accounts for payment** (final copy to be given at the meeting)
- 25/26A Public Conveniences**
25/26.1A Card Donation – update
- 25/27A Consideration of extra SID (Speed Indicator Device)**
25/27.1A Warranty for devices – to consider (attached)
25/27.2A (Item 25/13A) Funding for extra devices – a response had been received from Avon & Somerset Police advising the Road Safety Fund had closed, but had given other options which were being investigated – to note
25/27.3A To consider response from Elan City regarding obtaining data from devices (attached)
- 25/28A Amendment to Policies**
25/28.1A Anti Bullying / Dignity at Work-Bullying Harassment – to merge to one document model from NALC (attached)
25/28.2A Financial Regulations – to consider highlighted amendments (attached)
- 25/29A Bellamys Corner**
To consider way forward



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- 25/30A** **Matters for the next meeting – to be held on Monday 21st July 2025**
- 25/31A** **To pass a resolution to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity**
- 25/32A** **To consider quotations for office parking spaces white lining (attached)**