



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

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Dear Councillor

30th July 2025

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 4th August 2025** 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

M Francis

Michelle Francis
Clerk to the Council

A G E N D A

- 25/109 To advise the recording of the meeting**
- 25/110 To note apologies for absence and approve reason, where appropriate**
- 25/111 Declarations of Interest**
- 25/112 Minutes of the last meeting held on 7th July 2025 for approval (attached)**
- 25/113 Minutes of the Extra Ordinary meeting held on 21st July 2025 for approval (attached)**
- 25/114 Minutes of the Extra Ordinary meeting held on 28th July 2025 for approval (attached)**
- 25/115 Matters from the Minutes – for the purpose of report only**
- 25/116 Report from Avon and Somerset Constabulary**
- 25/117 Report from Somerset Councillors**
- 25/118 Clerk's/Chairman's Notices**
- 25/119 Correspondence**
 - 25/119.1 To note contents of correspondence log (attached)
 - 25/119.2 (Item 25/80.2 – Deferred from July meeting)
Letter from WWRMG advising that the Formation of a Management Committee for the day-to-day running operations for the Pavilion, Barn and parking areas on the Memorial Ground is being considered (attached)
 - 25/119.3 (Item 25/80.4) Reply from existing cleaning contractor, regarding cost for cleaning the toilet in the Barn – to consider (to be forwarded)
 - 25/119.4 Notification from Parishioner, regarding difficulty gaining insurance in Blacksmith Close, potentially due to Environment Agency withdrawing watercourse maintenance (attached)
 - 25/119.5 Parish Preparedness Survey – to consider response (attached)
- 25/120 Report from Environment & Planning held on 14th July 2025 and any recommendations for approval (attached)**
- 25/121 Report from Finance & Admin Committee held on 21st July 2025 and any recommendations for approval (attached)**
 - 25/121.1 To note the provisions as at 30th June 2025, as presented to FAC meeting (attached)
 - 25/121.2 Detailed Receipts and Expenditure Analysis as at 30th June 2025, as presented to FAC meeting (attached)
 - 25/121.3 (Item 25/28.1A) NALC Anti Bullying & Harassment Policy – recommendation to adopt policy and delete current Anti Bullying Policy and Work-Bullying Harassment Policy
 - 25/121.4 (Item 25/28.2A) Financial Regulations – recommendation to accept highlighted amendments and adopt policy
- 25/122 Report from Events Sub Committee held on 2nd July 2025 – to note and agree Parish Council events (attached)**

25/123

Planning Application – Plans are available for inspection on the Somerset Council website under the planning portal.

Application No	Location	Description
3/39/25/011	65 Long Street, Williton, TA4 4RD	Erection of first floor extension on the north elevation

25/124

To receive any accounts for payment not covered by Finance and Admin Committee (To be given at the meeting)

25/125

Health and Safety

25/126

Community Speed Watch – to receive report from Cllr Denton

25/127

Community Review Project – to receive report from Cllr Denton

25/128

Local Community Network

25/129

Parish Newsletter

25/129.1

(Item 25/65.2) Response from Sampford Brett Parish Council and Watchet Town Council regarding distribution within their parishes

25/130

Watchet Cemetery

25/130.1

Report from meeting with Watchet Town Council and to consider service level agreement proposal (attached)

25/131

To pass a resolution to exclude the press and public from the meeting, for the purpose of commercial sensitivity

25/132

Report from Personnel Meeting held on 21st July 2025 and recommendations for approval (attached)

25/133

Sale of Somerset Council buildings – update

25/134

To invite members of press and public to re-enter the meeting

25/135

Matters for the next meeting to be held on Monday 6th October 2025