



WILLITON PARISH COUNCIL

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Dear Councillor

1st October 2025

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 6th October 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

- 25/144 To advise the recording of the meeting**
- 25/145 Co-option of Councillors – applications attached**
- 25/146 To note apologies for absence and approve reason, where appropriate**
- 25/147 Declarations of Interest**
- 25/148 Minutes of the last meeting held on 4th August 2025 for approval (attached)**
- 25/149 Minutes of the Extra Ordinary meeting held on 18th August 2025 for approval (attached)**
- 25/150 Minutes of the Extra Ordinary meeting held on 15th September 2025 for approval (attached)**
- 25/151 Matters from the Minutes – for the purpose of report only**
 - 25/151.1 (Item 25/117) Bridge Street Road Closure – notification had been received from Somerset Council that Openreach had cancelled the road closure which had been scheduled for 28th August 2025, reasons had not been stated
 - 25/151.2 (Item 25/128) Fix My Street – it was reported that Somerset Council were once again accepting reports from this platform
- 25/152 Report from Avon and Somerset Constabulary (September and October newsletters attached)**
- 25/153 Report from Somerset Councillors**
- 25/154 Clerk's/Chairman's Notices**
- 25/155 Correspondence**
 - 25/155.1 To note contents of correspondence log (attached)
 - 25/155.2 Watchet Town Council – copy of letter to Environment Agency objecting to proposed withdrawal of maintenance from the Washford River (attached)
 - 25/155.3 Fire Safety Helpdesk – confirmation received the maximum attendees for the office foyer is 23 – to note
- 25/156 Report from Environment & Planning held on 8th September 2025 and any recommendations for approval (attached)**
- 25/157 Report from Finance & Admin Committee held on 15th September 2025 and any recommendations for approval (attached)**
 - 25/157.1 To note the provisions as at 31st July 2025 and 31st August 2025, as presented to FAC meeting (attached)
 - 25/157.2 Detailed Receipts and Expenditure Analysis as at 31st July 2025 and 31st August 2025, as presented to FAC meeting (attached)
 - 25/157.3 (Item 25/62A) Recommendation to change email address from '.org.uk' to '.gov.uk' in line with good practice recommendations from JPAG
 - 25/157.4 (Item 25/68A) Recommendation to accept quotation from for the window and door replacements at the Parish Office – to be discussed under item 25/173
 - 25/157.5 Recommendation to reply Trustee advising the cost of cleaning the Barn toilet was too onerous and therefore the Parish Council would not be looking to proceed with their request for the toilet to be opened
- 25/158 Report from Events Sub Committee held on 13th August and 11th September 2025 – to note and agree Parish Council events (attached)**
- 25/159 Williton Rockets Grant Funding Application – to consider (attached)**

- 25/160** **Proposal for formation of Management Committee** – Cllr Aldridge – to consider (attached)
- 25/161** **To receive any accounts for payment not covered by Finance and Admin Committee** (To be given at the meeting)
- 25/162** **Health and Safety**
- 25/163** **Community Speed Watch** – to receive report from Cllr Denton –
- 25/164** **Local Community Network**
- 25/165** **Parish Newsletter**
25/165.1 Volunteers had come forward for Speed Watch and helping to produce a brochure – forwarded to Cllrs Denton and Aldridge respectively
25/165.2 Details on how to report issues to Somerset Council via their website or via Fix My Street would be included in the November edition, due to lack of space in the September edition
- 25/166** **Sale of Somerset Council buildings**
25/166.1 To receive an update and report from Public Meeting held on 26th August 2025
25/166.2 Public Meeting – 7th October 2025
25/166.3 Formal agreement to apply for funding (attached)
- 25/167** **SALC funding application**
The application to SALC Community Fund to support Hayley's CIC Booby Birds support group had been unsuccessful – to consider other options of support
- 25/168** **Williton Chemist**
- 25/169** (Item 25/119.4) **Environment Agency withdrawal of Watercourse Maintenance** - update
- 25/170** **Complaint of Maize on the Highway** (attached)
- 25/171** **Report from West Somerset Flood (& Emergency Planning) Group meeting held on 17th September 2025**
- 25/172** **Report from Community Forum held on 18th September 2025** (forwarded 29.09.25)
- 25/173** **To pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity**
- 25/174** (Item 25/68A) **Recommendation to accept quotation one for the window and door replacements at the Parish Office**
- 25/175** **To consider tenders for the Parish Maintenance Contract** (attached)
- 25/176** **To consider Office Printer replacement** (attached)
- 25/177** **Matters for the next meeting to be held on Monday 3rd November 2025**