



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

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Dear Councillor

30th March 2026

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Tuesday 7th April 2026** 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

- 25/314 To advise the recording of the meeting and reminder regarding Conduct of Meeting including Code of Conduct and Respect for others during the Meeting**
- 25/315 To note apologies for absence and approve reason, where appropriate**
- 25/316 Declarations of Interest**
- 25/317 Health and Safety, including Housekeeping – to receive any reportable concerns**
25/317.1 Annual Health and Safety Audit
- 25/318 Minutes of the last meeting held on 2nd March 2026 for approval (attached)**
- 25/319 Minutes of the Extra Ordinary meeting held on 16th March 2026 for approval (attached)**
- 25/320 Matters from the Minutes – for the purpose of report only**
25/320.1 (Item 25/289.1) A meeting with Watchet Town Council and Watchet St Decuman Parochial Church regarding the closed churchyard had been scheduled for the 31st of March then rearranged to the 7th of April
- 25/321 Report from Avon and Somerset Constabulary**
- 25/322 Report from Somerset Councillors**
- 25/323 Clerk's/Chairman's Notices**
25/323.1 Request for all Councillors to undertake GDPR Training - update
- 25/324 Correspondence**
25/324.1 To note contents of correspondence log (attached)
25/324.2 Request from WWMRG Charity for £6,500.00 grant towards the running costs of the Memorial Ground and Pavilion
- 25/325 Report from Environment & Planning held on 9th March 2026 and any recommendations for approval (attached)**
- 25/326 Report from Finance & Admin Committee held on 16th March 2026 and any recommendations for approval (attached)**
25/326.1 To note the provisions as at 28th February 2026, as presented to FAC meeting (attached)
25/326.2 To note Detailed Receipts and Expenditure Analysis as at 28th February 2026, as presented to FAC meeting (attached)
- 25/327 Report from Events Sub Committee held on 12th March 2026 to note and agree events, in particular those relating to the Parish Council (attached)**
- 25/328 To receive any accounts for payment (To be given at the meeting)**
- 25/329 Purchase of The Former Library Building, Killick Way, Williton and receive any further update**
25/329.1 To confirm funding received from the PWLB (Public Works Loans Board) and current position of the purchase
25/329.2 To form a Working Group to cover the refurbishment of the Former Library and associated works
25/329.3 Architectural and Principal Designer Services - To be discussed under 25/334
- 25/330 Annual Parish Assembly – 21st April 2026**
- 25/331 CCTV Coverage – update**

- 25/332** **Personnel Committee** – to discuss current structure and appoint additional member to committee
- 25/333** To pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity
- 25/334** To consider Proposed Service and Fee for Architectural and Principal Designer Services for the conversion of Williton Library and to work with JHC Surveying Ltd
- 25/335** To invite members of the press and public to return to the meeting
- 25/336** Matters for the next meeting to be held on Tuesday 5th May 2026