



WILLITON PARISH COUNCIL

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Minutes of the Extraordinary Meeting held on 16th March 2026 at 6.30 pm at The Parish Office, 2 Killick Way, Williton

Attendees:

Councillors	Payne (Chairman), Aldridge, Hooper, Shattock and Vaughan
Public	None
Clerk	Michelle Francis
EPC Committee Clerk	Charlotte Hirst

Apologies:

Councillors	Denton, Peeks, Rutter and Whetlor
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25/306 The Chairman advised the meeting would be recorded

25/307 Apologies as noted above

25/308 Declarations of Interest

There were none

25/309 A resolution was passed to exclude members of the press and public for the following item, due to commercial sensitivity

Proposed Cllr Vaughan, seconded Cllr Hooper, unanimously **resolved**

25/310 To consider options presented for Play Equipment and to agree upon a Tender

Tenders had been advertised on GOV.UK Find a Tender (FTS), to adhere to the Procurement Act and Williton Parish Council Financial Regulations. Sixteen responses had been received. A discussion took place regarding the tenders that had been presented to members.

Cllr Vaughan proposed acceptance of Quotation Ten, at a cost of £30,860.00 plus VAT; this was seconded by Cllr Shattock.

An amendment was proposed by Cllr Hooper to accept Quotation 9; there was no seconder to this amendment.

As no further amendment was proposed a vote was taken on the original motion, to accept Quotation Ten, Clarks Playgrounds, at a cost of £31,360.00 plus VAT, which was passed with four votes in favour and one against

- **Resolution** – To accept Quotation Ten, from Clarks Playgrounds
Proposed Cllr Vaughan, seconded Cllr Shattock, **resolved** with one against

The Committee Clerk would advise Clarks Playgrounds that their proposal had been successful and request that the work be carried out by May half term, if possible, but otherwise by the summer school holidays

A discussion took place regarding the funding of the project – it was agreed to fund from the remaining balances of the Play Equipment, Community Enhancement, Furniture and Fittings, and Youth Provision budget lines; the £10,000.00 HPC Grant and to accept the overspend of budget on the remainder, for clear transparency.

- **Resolution** – To accept the above funding budget availability
Proposed Cllr Payne, seconded Cllr Vaughan, unanimously **resolved**

The Chairman proposed a vote of thanks for Charlotte Hirst, noting the amount of work involved with this project

25/311 To consider tender for printing Williton Window

Cllr Aldridge had presented a comparison for the five tenders that had been received, for printing the Williton Window publication, based on six editions per year. It was noted; the advertising v editorial would be approximately 45% / 55%.

- **Resolution** – To accept Quotation Three and use the £1,200.00 in the budget to offset costs, in particular the first edition
Proposed Cllr Hooper, seconded Cllr Shattock, unanimously **resolved**

25/312 Members of the press and public were invited to re-enter the meeting - none

25/313 The Chairman declared the meeting closed at 7 pm

Signed as a true and correct record Cllr Payne Dated ... 7th April 2026