



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

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Dear Councillor

27th May 2026

You are hereby summoned to attend the Meeting of the Williton Parish Council to be held on **Monday 1st June 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

Michelle Francis
Clerk to the Council

A G E N D A

- 26/34 To advise the recording of the meeting**
- 26/35 Conduct of Meeting including Code of Conduct and Respect for others at Meeting**
- 26/36 Health and Safety, including Housekeeping** – to receive any reportable concerns
- 26/37 To note apologies for absence and approve reason, where appropriate**
- 26/38 Declarations of Interest**
- 26/39 Appointment of Councillors to Committees**
To allocate the following councillors to committees: Denton, Gatti, Whetlor, Rutter
 - 26/39.1 Finance and Administration Committee – Cllrs Denton and Whetlor
 - 26/39.2 Environment and Planning Committee – Cllrs Gatti and Rutter
 - 26/39.3 Personnel Committee (1 extra member)
- 26/40 Personnel Meeting – to set a date for Thursday 4th June at 9.30 am**
- 26/41 Minutes of the last meeting held on 5th May 2026 for approval** (attached)
- 26/42 Matters from the Minutes – for the purpose of report only**
26/42.1 (Item 26/20) The new playground equipment had been installed – to note
- 26/43 Report from Avon and Somerset Constabulary**
- 26/44 Report from Somerset Councillors**
- 26/45 Clerk's/Chairman's Notices**
26/45.1 Outstanding GDPR training and refresher Code of Conduct training
- 26/46 Correspondence**
26/46.1 To note contents of correspondence log (attached)
- 26/47 Report from Environment & Planning held on 11th May 2026 and any recommendations for approval** (attached)
- 26/48 Report from Finance & Admin Committee held on 18th May 2026 and any recommendations for approval** (attached)
 - 26/48.1 To note the provisions as at 30th April 2026, as presented to FAC (attached)
 - 26/48.2 Detailed Receipts and Expenditure Analysis as at 30th April 2026, as presented to FAC (attached) – to note
 - 26/48.3 Insurance Renewal
- 26/49 End of Year Internal Audit 2025-2026** (attached)
- 26/50 To consider the Annual Governance Statement 2025/2026** (attached)
- 26/51 To approve the Annual Governance Statement 2025/2026** (attached)
- 26/52 To sign the Accounting Statement 2025/2026** (attached)

- 26/53** **Report from Events Sub Committee held on 14th May 2026** – to note and agree Parish Council events (attached)
- 26/54** **To receive any accounts for payment not covered by Finance and Admin Committee** (To be given at the meeting)
- 26/55** **Local Community Network**
- 26/56** **Former Library Building - update**
- 26/57** **Flood / Village Response Group**
26/57.1 Update from meeting with Rachel Gilmour MP
- 26/58** **Report from HPC Community Forum held on 14th May 2026** – (forwarded 18.05.2026)
- 26/59** **Matters for the next meeting to be held on Monday 6th July 2026**
Report for Williton Window