



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

Tel: 01984 633979

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Dear Councillor

10th June 2026

You are hereby summoned to attend a meeting of the Finance and Administration Committee of Williton Parish Council to be held on **15th June 2026, at 7pm**, in The Parish Office, 2 Killick Way, Williton for the purpose of transacting the following business. If there are items from the public, the meeting will commence at approximately 7.15 pm

Members of the press and public are invited to address the Council 15 minutes prior to the commencement of the meeting at the rising of the Extra Ordinary Parish Council meeting, providing the notice period has been complied with. Please see Public Participation Notice. COULD SIGNATORIES PLEASE ARRIVE EARLY TO CHECK PAYMENTS.

Yours sincerely

Michelle Francis

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Clerk to Williton Parish Council

A G E N D A

The meeting will be recorded

26/23A To note apologies for absence and approve reason, where appropriate

26/24A Health and Safety, Including Housekeeping

26/25A Declarations of Interest - *Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the **Parish** Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)*

26/26A Minutes of the Finance and Administration Committee meeting held on 18th May 2026 for approval.
(sent with Parish Council papers)

26/27A Matters from the Minutes – for the purpose of report only
26/27.1A (Item 26/09.2A) Fire Extinguisher Service undertaken – to note
26/27.3A (Item 26/16A) Bus Shelter Provision, Blackbrook, Taunton - Letters had been sent to Somerset Council and NHS Somerset, requesting Bus Shelter provision at Blackbrook

26/28A Correspondence

26/29A Parish Office
26/29.1A Repairs to roof – update – B Walsh & Sons had been contacted to undertake the work – a date when work would commence was awaited

26/30A Budget
26/30.1A Detailed Receipts and Expenditure Analysis as at 31st May 2026 (attached)
26/30.2A Summary of Provisions as at 31st May 2026 (attached)

26/31A Bank Reconciliation for May 2026 (to agree for Councillor to sign)

26/32A Accounts for payment (final copy to be given at the meeting)

26/33A Bellamys Corner – to receive any update

26/34A Williton Window

26/35A Former Library Building
26/35.1A To receive a report from the Working Group
26/35.2A Library Project Funding
26/35.3A Forward financial planning

26/36A Mileage Allowance Policy – to consider for recommendation to Full Council

26/37A Matters for the next meeting – to be held on Monday 13th July 2026