

WITHYCOMBE PARISH COUNCIL

Clerk: Ms Sam Rawle, 60 Paganel Road, Minehead TA24 5EY
Tel: 01643 703514 Email: clerk@withycombepc.co.uk
Chair: Richard Barnham

26th February 2025

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 3rd March 2025** at **7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Sam Rawle
Clerk to the Council

THE PUBLIC AND PRESS ARE INVITED TO ATTEND THE MEETING

PUBLIC FORUM

Prior to the start of the meeting there will be an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman), to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Withycombe Parish.

The public forum will be 15 minutes maximum

AGENDA

1. Apologies
2. Declaration of Interests & Dispensation
3. To approve the minutes of the following meetings:
Meeting held 13th January 2025.
4. Updates/matters arising from last meeting (if not already covered by an agenda item)
5. Reports from Somerset Council Councillors
6. Request for Grant from Withycombe Memorial Hall (attached)
7. Highway Updates
 - Higher Rodhuish Road update
8. Adopt new Financial Regulations.
9. Review Bank Signatories

10. Nomination of Councillor to carry out quarterly bank reconciliations.

11. Finances

Bank Reconciliation up to 28th February 2025 (to follow)

Income and Expenditure up to 28th February 2025 (to follow)

12. To approve the following accounts for payment:

Clerks Salary & Expenses (Jan - March)

£1,180.86

Rapid House (payroll)

tbc

Hall Hire

tbc

To note urgent payment already made:

Id Verde Annual SLA for dog bin emptying.

£144.00

(1/2/25 – 31/1/26)

13. Agree appointment of Internal Auditor for 25/26

14. Play Area/Community Area updates

15. Parish Assembly – agree date and format

16. Date of next meeting and agenda items

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. Items for the next meeting to be held on Monday 19th May 2025 should be with the Clerk at least 14 days before the meeting.

If any member of the public wishing to attend the meeting has special requirements (mobility or sensory impairment) please contact the Clerk. If anyone would like to receive a copy of the agenda via email please contact the Clerk

Sam Rawle Clerk to Withycombe Parish Council (Tel 01643 703514) e mail: clerk@withycombepc.co.uk