

WIVELISCOMBE TOWN COUNCIL

Chairman: Cllr R Wilson 01984 623195 Chair@wiveliscombe.com
Clerk: Mrs Sarah Towells 01984 631914 townclerk@wiveliscombe.com

Dear Councillor

10th May 2023

You are hereby summoned to attend the meeting of the Wiveliscombe Town Council to be held **on Monday 15th May 2023 at 7.00pm** to be held in the Community Centre for the purpose of transacting the following business.

There will be a period of public participation and members of the press and public are invited to address the Council for no more than 20 minutes prior to the commencement of the meeting at approximately 7.00pm.

Yours sincerely

S J Towells

Sarah Towells

Clerk to the Council

AGENDA

- 23/01 Election of Chairman and acceptance of office**
- 23/02 Declaration of acceptance of members**
- 23/03 To note apologies for absence**
- 23/04 Election of Vice Chairman and receipt of acceptance of office**
- 23/05 Any new declarations of interest or dispensations**
- 23/06 Minutes of the Meeting held on Monday 17th April 2023 for approval (forwarded)**
- 23/07 Appointment of Councillors to Committees/ Groups/ Representatives**
 - 23/07.1 Personnel/Staffing Committee
 - 23/07.2 Grievance Committee
 - 23/07.3 Disciplinary Panel
 - 23/07.4 Appeal Panel
 - 23/07.5 Finance Committee
 - 23/07.6 Toilet Committee
 - 23/07.7 Community Plan Committee
 - 23/07.8 Planning and Housing Group
 - 23/07.9 Facebook Group
 - 23/07.10 Town Website
 - 23/07.11 Maintenance/health and safety/Risks
 - 23/07.12 Allotment Representative
 - 23/07.13 Jubilee Garden Representative
 - 23/07.14 Emergency Plan Group
- 23/08 Appointment of Councillors as representatives to outside bodies**
 - 23/08.1 WAP Representative
 - 23/08.2 Footpaths Representative
 - 23/08.3 Community Centre Representative
 - 23/08.4 Recreation Ground Representative
 - 23/08.5 Consolidated Charities Representative
- 23/09 Agreeing to subscribe to outside bodies**
- 23/10 Review of Risk Register**
- 23/11 Review of Standing Orders**
- 23/12 Review of Financial Regulations**
- 23/13 Review of Code of Conduct**

23/14 Planning

23/14.1 Planning applications:

SC	49/23/0006	The Fern, Ford Road, Wiveliscombe	Erection of storage box to the front
SC	49/23/0023	16, Southfield, Wiveliscombe	Removal of glazed timber flat roof entrance porch and erection of cavity wall porch with pitched roof materials to match elevation treatments
SC	49/23/0018	Higher Whitefield, Whitefield Rocks, Wiveliscombe	Change of use and conversion of outbuilding into 1 No. dwelling with associated works
SC	49/23/0025/LB And 49/23/0024	Hideaway, Sandy Lane, Langley Cross, Wiveliscombe	Erection of a single storey extension to the rear with installation of double-glazed timber windows and doors throughout
SC	49/23/0026	The Old Brewery, Golden Hill, Wiveliscombe (retention of part works already undertaken)	Erection of 2 No. dwellings (amendment to previous consent of Plots 8 & 9)
SC	49/23/0027/LB	Tor House, 48 Ford Road, Wiveliscombe	Various internal and external alterations

23/15 Finance

23/15.1 Accounts for approval

Sarah Towells	Payroll and expenses	£901.59
HMRC	PAYE	£149.82
EDF (DD)	Toilets	£24.54
Claire's Cleaning	Toilets	£670.00
Wiveliscombe Community Centre	Hall Hire for April	£22.00
Rural Market Town Group	Membership	£108.90

23/15.2 Bank reconciliation for April 2023

23/15.3 Current account analysis for April 2023

23/15.4 Budget monitoring

23/15.5 PAYE figures for April 2023

23/15.6 Insurance Renewal

23/15.6 Grant/donation to Parish magazine

23/16 Report from Community Centre

23/17 Report from Somerset Councillor

23/18 Discuss and adopt Emergency plan

23/19 Speed Watch Report

23/20 Crime Report (forwarded)

23/21 Community Plan - Update

23/22 Correspondence

23/22.1 Request for Dog/Rubbish bin in Langley Marsh

23/22.2 Response from Primary School regarding school hall

23/23 Community Show Rota

23/24 Saturday mornings Cllr surgery

23/25 Cost of living crisis

23/26 New Councillor Pack

23/27 Womens' group

23/28 Seats around the Parish

23/29 20mph limits in and around Wivey

23/30 Items for next meeting to be held on Monday 19th June 2023