

WIVELISCOMBE TOWN COUNCIL

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

Dear Councillor

15th May 2024

You are hereby summoned to attend the meeting of the Wiveliscombe Town Council to be held **on Monday 20th May 2024 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

- 24/01 Election of Chairman and acceptance of office**
- 24/02 To note apologies for absence**
- 24/03 Election of Vice Chairman**
- 24/04 Any new declarations of interest or dispensations**
- 24/05 Minutes of the Meeting held on Monday 15th April 2024 for approval (forwarded)**
- 24/06 Appointment of Councillors to Committees/Groups/Representatives**
 - 24/06.1 Personnel/Staffing Committee
 - 24/06.2 Grievance Committee
 - 24/06.3 Disciplinary Panel
 - 24/06.4 Appeal Panel
 - 24/06.5 Finance Committee
 - 24/06.6 Toilet Committee
 - 24/06.7 Community Plan Committee
 - 24/06.8 Planning and Housing Group
 - 24/06.9 Facebook Group
 - 24/06.10 Town Website
 - 24/06.11 Maintenance/health and safety/Risks
 - 24/06.12 Allotment Representative
 - 24/06.13 Jubilee Garden Representative
 - 24/06.14 Emergency Plan Group
- 24/07 Appointment of Councillors as representatives to outside bodies**
 - 24/07.1 WAP representative
 - 24/07.2 Footpaths representative
 - 24/07.3 Community Centre representative
 - 24/07.4 Consolidated Charities representative
 - 24/07.5 Recreation Ground representative
- 24/08 Agree to subscribe to outside bodies**
- 24/09 Review of Risk Register**
- 24/10 Review of standing orders**
- 24/11 Review of Financial regulations**
- 24/12 Review of code of conduct**
- 24/13 Planning applications**

SC	49/24/0007	Wiveliscombe Enterprise Centre, Sandys Moor, Wiveliscombe	Variation of Condition No. 10 of application 49/19/0012 to change the use
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			class of the building to include Class E(g) and Class E(a) at Unit 1
SC	49/24/0018 & 49/24/0019LB	Deepleigh, Deepleigh Lane, Wiveliscombe	Replacement of aluminium double glazed windows and replace with repro wood with double glazed timber windows on front elevation.
SC	49/24/0020CMA	Stone Tenement, Frys Lane, Wiveliscombe	Application to determine if prior approval is required for a change of use and conversion from commercial, business and service use (Class E) into one dwelling (Class3)
SC	49/24/0021	The Recreation Ground, West Road, Wiveliscombe	Installation of flood lighting at Wiveliscombe Tennis Club
SC	49/24/0025/LB	9 High Street, Wiveliscombe	Various internal alterations including replacement staircase
SC	49/23/0030 & 49/23/0026	Erection of 2 No. dwellings (amendment to previous consent of Plots 1 & 2) at The Old Brewery, Golden Hill, Wiveliscombe (retention of part works already undertaken) and Erection of 2 No. dwellings (amendment to previous consent of Plots 8 & 9) at The Old Brewery, Golden Hill, Wiveliscombe (retention of part works already undertaken)	Applications Withdrawn
SC	49/24/0026	Ford Road, Wiveliscombe	Formation of vehicular access at Vale Yard
SC	49/24/0027/CB	The Garage, Langley Marsh, Wiveliscombe	Application to determine if prior approval is required for the proposed demolition (Class B)

24/14 Finance

24/14.1 Accounts for approval:

Sarah Towells	Payroll and expenses	£928.31
HMRC	PAYE	£187.99
EDF	Toilets (DD)	£58.35
Claire's Cleaning	Toilets	£690.00 plus £20 from April
Wiveliscombe Community Centre	Hall Hire for April	£44.00
British Gas	Jubilee Gardens (DD)	£23.99
Bus Group	Printing costs	£10.00
Wiveliscombe Community Centre	Grant	£400.00
John Hamilton	Jubilee Gardens	£277.50

24/14.2 Current account analysis and Bank reconciliation for April 2024

24/14.3 Budget monitoring

24/14.4 PAYE figures for April 2024

24/14.5 To consider the findings of the internal audit review

24/14.6 To approve the annual governance statement

24/14.7 To consider the accounting statements

24/14.8 To approve and the Chair to sign the accounting statements

24/14.9 Dates of the period for the exercise of public rights

24/15 Report from Community Centre

24/16 Report from Somerset Councillor

24/17 Crime Report (forwarded)

24/18 Community Plan minutes (attached)

24/19 Correspondence – Insurance Renewal

24/19.1 Letter from the Rights of Way team

24/19.2 Email from Wessex Water – allotment culvert

24/19.3 Email from resident of Golden Hill regards traffic

24/20 Community Show Rota
24/21 Saturday mornings Cllr surgery
24/22 Cost of living crisis - update
24/23 Jubilee Gardens
24/24 Allotments
24/25 Highways
24/26 Christmas Festival Committee - update
24/27 Minutes from Toilet Committee and agree any actions (attached)
24/28 Report from LCN meetings
24/29 Items for next meeting – 17th June 2024
All WTC Policies