

5 July 2022

Dear Councillor

You are hereby summoned to attend the meeting of **Watchet Town Council** to be held in the Watchet Visitor Centre, Harbour Road, Watchet on **Monday 11 July 2022 at 7.00pm** for the purpose of transacting the following business.

Members of the public are invited to address the Town Council for 15 minutes commencing at approximately 6.45pm. Please see the Public Participation notice.

Yours faithfully



Sarah Reed
Clerk to the Council

A G E N D A

- 22/17 To receive Apologies for Absence (LGA 1972, section 85 (1) –
- 22/18 To receive any **Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 Si No: 1464 –
- 22/19 **Presentation:**
(i) Environment Enforcement Team - Emma Matthews and Danny Hyde
- 22/20 **Town Council Minutes** - To confirm and sign the Minutes of the Council meeting held on the 13 June 2022 (LGA 1972, Sch 12 Para 41 (1) –
- 22/21 **Reports:** – verbal
(i) Chair
(ii) Clerk
- 22/22 **Reports from the Principal Authority Members:**
County Cllr Davies and Woods
District Cllrs Aldridge, Davies and Whetlor and to receive questions from the floor-
- 22/23 **Reports from Representatives of Outside Organisations**, Verbal – no Decisions –
- 22/24 **Verbal reports from sub-committees, working groups, and other outside organisations where Watchet Town Council does not have representation:** (Notification to the Clerk prior to the meeting)
- 22/25 **Reports from Working Groups:** - Any relevant paperwork will be issued prior to the meeting:
a. **Watchet Library – Update and recommendations**
- 22/26 **Policy Review and Projects:**
(i) Standing Orders – (**See Appendix 1a**) – circulated to members prior to the meeting
(ii) Social Media Policy - (**See Appendix 1b**) – circulated to members prior to the meeting
(iii) Civility and Respect Project - (**See Appendix 1c**) – circulated to members prior to the meeting
- 22/27 **Internal Audit:**
(i) To note the Auditors report and address the matters contained within – (**See Clerks report – Appendix 2**) - circulated to members prior to the meeting

- 22/28 **Annual Report for 2021-22:**
(i) To approve Annual Report for 2021-22 – **(See Appendix 3)** – *circulated to members prior to the meeting*
(ii) To approve a printing budget of up to £200 to insert the report into the 'Watchet Connects' newsletter September edition to be delivered to all households in Watchet
- 22/29 **Recommendation from the Asset Management Committee:**
(i) To approve and set an earmarked reserve of £5,000 for maintenance of the Multi Use Games Area (MUGA)
- 22/30 **Matters of Correspondence for Report** - Correspondence is addressed on a daily basis and filed-
The Clerk will report on any relevant correspondence
- 22/31 **Accounts for payment** –to approve the June schedule (paid in July) - *The schedule is circulated to all members during the meeting for their consideration*
- 22/32 To note **Matters for the next meeting** – no discussion or decisions made-