


3 January 2023

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 9 January 2023 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

- 23/86 To receive Apologies for Absence (LGA 1972, section 85 (1) –
- 23/87 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 –
- 22/88 **Presentation:**
- (i) Parsonage Farm proposals – Matt Tucker, Savills
- 22/89 **Town Council Minutes and Committee minutes-** To confirm and sign the Minutes of the Council meeting held on the 5 December 2022 and the Recreation and Tourism Committee minutes held on 17 November 2022 (LGA 1972, Sch 12 Para 41 (1) – *circulated prior to the meeting via **Appendix 1a and 1b***
- 23/90 **Reports:**
- (i) Chair- verbal
 - (ii) Clerks
 - a. to apply for a professional advice grant from the War Memorials Trust on behalf of the Watchet War Memorial Ground Management Committee – *See Clerks report*
 - b. to appoint an IT provider for current office systems – **(See Appendix 2)** – *circulated to members prior to the meeting*
- 23/91 **Reports from the Principal Authority Members:**
County Cllr Davies and Woods
District Cllrs Aldridge, Davies and Whetlor and to receive questions from the floor-
- 23/92 **Reports from Representatives of Outside Organisations, Verbal – no Decisions –**
- 23/93 **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)
- 23/94 **Reports from Working Groups and appointed representatives:** - Any relevant paperwork will be issued prior to the meeting:
- a. **Watchet Library – Update and recommendations**
 - b. **Wheeled Park – Update and recommendations**
- 23/95 **Local Cycling and Walking Infrastructure Plans (LWIP)** – verbal report by Cllr Ellwood for members information

- 23/96 **Re-introduction of Councillor Surgeries** – proposal by Cllr Whetlor
- 23/97 **Dispensations:**
- (i) **To review the Dispensation Policy – (See Appendix 3)** - *circulated prior to the meeting*
 - (ii) **Dispensation to set the Town Council Precept** – Under the Localism Act 2012, members who have a Disclosable Pecuniary Interest in land in the Watchet Parish will need a dispensation in order to participate in the business of setting the Town Council's precept. The Clerk having received the completed Dispensation Forms from members by noon on Monday 9 January 2023 will grant the dispensation to all members accordingly (*forms sent out with the agenda*)
- 23/98 **Exclusion of Press and Public**
"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw" (Public Bodies (Admission to Meetings) Act 1960)
- 23/99 **Financial Matters:**
To consider the recommendations from the Finance & Staffing Committee for the 2023-24 Precept to approve the Staffing Costs – (**See Appendix 4**) – *circulated to all members prior to the meeting*
- 23/100 **To consider the recommendations from the Finance & Staffing Committee for the 2023-24 Precept:**
- (i) To approve the Running Costs, Committee Budgets and Project Costs - (**See Appendix 4a**) *circulated to all members prior to the meeting*
- 23/101 **Appointment of working groups:** all future reports will be presented to Full Council – *see Clerks report.*
- (i) To approve the appointment of a working group from the Environment & Planning Committee to formulate a 'de-carbonisation action plan' as part of a climate change initiative
 - (ii) To approve the appointment of a working group from the Recreation & Tourism Committee to organise an event to commemorate the 'Kings Coronation' and to agree a budget.
- 23/102 **Approval of revised Council policies:**
- (i) Internal Control Policy – (**See Appendix 5**)
 - (ii) New Code of Conduct – (**See Appendix 5a**)
 - (iii) Complaints – (**See Appendix 5b**)
 - (iv) Retention & Disposal – (**See Appendix 5c**)
- 23/103 **Matters of Correspondence for Report** - Correspondence is addressed on a daily basis and filed-
The Clerk will report on any relevant correspondence
- 23/104 **Accounts for payment** – to approve the December schedule (paid in January) – *The schedule circulated to all members prior to the meeting for their consideration*
- 23/105 To note **Matters for the next meeting** – no discussion or decisions made-