

2 January 2024

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 8 January 2024 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



Jo Grellier  
Clerk to the Council

## A G E N D A

- 24/102 To receive Apologies for Absence (LGA 1972, section 85 (1) –
- 24/103 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 –
- 24/104 **Town Council Minutes** - To confirm and sign the Minutes of the Full Council meeting held on the 4 December 2023 (LGA 1972, Sch 12 Para 41 (1) *circulated prior to the meeting via **Appendix 1***
- 24/105 **Reports:**
- Chair- verbal
  - See Clerks report – See **Appendix 2**
    1. Lease for the Market House Museum – *update*
    2. Assets- front office – *update and recommendations*
- 24/106 **Reports from the Principal Authority Members:**  
Somerset Council, County Cllr Davies and to receive questions from the floor.
- 24/107 **Reports from Representatives of Outside Organisations, Verbal – no Decisions**
- (i) To appoint a Council representative on 'Friends of the Flatner'
  - (ii) To appoint a Council representative on 'Dementia Action Alliance'
  - (iii) To discuss the membership of the Somerset Council Harbour Management Advisory Committee' – **see Appendix 3**
- 24/108 **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)
- 24/109 **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*
  - c. **Climate Change-** *Update and recommendations on de-carbonisation action plan*
  - d. **Watchet Task Force** – *Update and recommendations*
  - e. **EH&S Policies** – *Update*
- 24/110 **Councillor Surgeries** – update from Cllr Brake & Whetlor who attended the Surgery held on Saturday 6 January 2024 and any matters arising.

- 24/111 **Community Ownership Fund:**  
(i) Potential bid by Watchet Town Council (WTC) and Watchet War Memorial Ground Management Committee (WWMGMC) – *verbal update by Cllr Irven*
- 24/112 **Recommendations from the Environment & Planning Committee:**  
(i) Urban Design Framework for Watchet – **See Appendix 4**
- 24/113 **Joint statement from all parties in attendance at the meeting held on 6 December 2023:**  
(i) To approve the statement, circulated as **Appendix 5** and agree a budget for printing an insert to be included in the New Year edition of the Watchet Connects Newsletter.
- 24/114 **Dispensations:**  
(i) **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 8 January 2024 will grant the dispensation to all members accordingly (*forms sent out with the agenda*)
- 24/115 **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)
- 24/116 **Financial Matters:**  
To consider the recommendations from the Finance & Staffing Committee for the 2024-25 Precept to approve the Staffing Costs – (**See Appendix 6a**) – *circulated to all members prior to the meeting.*
- 24/117 **To consider the recommendations from the Finance & Staffing Committee for the 2024-25 Precept:**  
(i) To approve the Running Costs, Committee Budgets and Project Costs - (**See Appendix 6b**) *circulated to all members prior to the meeting.*
- 24/118 **Matters of Correspondence for Report** - Correspondence is addressed on a daily basis and filed- *The Clerk will report on any relevant correspondence.*
- 24/119 **Accounts for payment** – to approve the December schedule (paid in January) – *The schedule circulated to all members prior to the meeting for their consideration.*
- 24/120 To note **Matters for the next meeting** – no discussion or decisions made-