

WEST QUANTOXHEAD PARISH COUNCIL

8A Quantock Grove

Williton, TA4 4PD

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4 May 2016

Dear Councillor

You are hereby summoned to attend the meeting of West Quantoxhead Parish Council to be held in the Village Hall on Wednesday 11 May 2016 at 7.30 pm for the purpose of transacting the following business.

Yours faithfully



Claire Richards
Clerk to the Council

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **ELECTION OF CHAIRMAN**
3. **VICE CHAIRMAN**
4. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**
5. **MINUTES OF MEETING HELD ON 13 JANUARY 2016 & MATTERS ARISING**
 - 5.1. New process for Audit 2017
6. **REPORTS**
 - 6.1. Police
 - 6.2. Somerset County Council
 - 6.3. West Somerset Council
7. **CORRESPONDENCE LOG**
8. **CLERK'S CONTRACT**
9. **FINANCES**
 - 9.1. Current financial statement
 - 9.2. To record the issuing of the following cheque:

Chq. No. 000065, Clerk's Travel Expenses (12.11.2015 to 9.3.2016)	£16.20
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 - 9.3. Authorisation of expenditure –
To authorise the issuing of the following cheques:

Chq. No. 000066 Clerk's Expenses (12.3.2016 to 11.5.2016)	£45.44
Chq. Nos. 000067 & 000068 Clerk's Salary & Tax (April-June 2016)	£410.44
10. **AUDIT FOR YEAR ENDING 31 MARCH 2016**
 - 10.1. Section 1 – Annual governance statement 2015/16 – to approve and sign.
 - 10.2. Section 2 – Accounting statements 2015/16 – to approve and sign.
 - 10.3. Annual Internal Audit Report 2015/16 – to note.
11. **INSURANCE RENEWAL 2016-2017**
12. **PLANNING**
 - 12.1. Applications:
3/38/16/001 St Etheldredas Church, Church Road, West Quantoxhead, TA4 4DS: installation of new gate in the boundary fence to the churchyard.
3/38/16/002 Coppleridge, Staple Lane, West Quantoxhead, TA4 4DE: erection of a timber shed with 8 solar panels on the roof along with a further 8 stand-alone solar panels adjacent.
3/38/16/003 9 Bracken Edge, West Quantoxhead, TA4 4DH: erection of porch.
 - 12.2. Decisions: None.
13. **HIGHWAY MATTERS**
14. **FOOTPATHS**
15. **FUTURE MEETINGS:**

