

# WEST QUANTOXHEAD PARISH COUNCIL

8A Quantock Grove

Williton, TA4 4PD

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2 March 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 9 March 2016 at 7.30 pm for the purpose of transacting the following business.

Yours faithfully



Claire Richards  
Clerk to the Council

## A G E N D A

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**
- 3. CO-OPTION OF PARISH COUNCILLOR**
- 4. MINUTES OF MEETING HELD ON 13 JANUARY 2016 & MATTERS ARISING**
  - 4.1. Telephone Box
  - 4.2. Parish Council Website
- 5. REPORTS**
  - 5.1. Police
  - 5.2. Somerset County Council
  - 5.3. West Somerset Council
  - 5.4. Watchet, Williton & Quantock Vale Area Panel Meeting, 7 March 2016
- 6. CORRESPONDENCE LOG**
- 7. FINANCES**
  - 7.1. Current financial statement
  - 7.2. Clerk's Hours
  - 7.3. Clerk's Travel Expenses
  - 7.4. Cheques for authorisation
  - 7.5. To consider the Clerk's request to become a signatory to the bank account
- 8. NEW PROCESS FOR AUDIT FROM 2017**
- 9. PLANNING**
  - 9.1. Update on earlier planning applications
  - 9.2. Applications: None.
  - 9.3. Decisions: None.
- 10. DOCUMENT RETENTION RULES: TO REVIEW**
- 11. STANDING ORDERS: TO REVIEW**
- 12. HIGHWAY MATTERS**
- 13. FOOTPATHS**
- 14. FUTURE MEETINGS:**

6 April 2016	7.00 pm	Parish Assembly
11 May 2016	7.30 pm	Full Council