

# WEST QUANTOXHEAD PARISH COUNCIL

Wibble Farm  
West Quantoxhead  
Nr Taunton  
Somerset  
TA4 4DD

Tel. No. 01984 633518  
Email: westquantoxheadpc@gmail.com

1<sup>st</sup> May 2025

Dear Councillor

You are hereby summoned to attend the Annual Meeting of West Quantoxhead Parish Council to be held on Wednesday 7<sup>th</sup> May 2025 at 7.30 pm, at West Quantoxhead Village Hall.

***There will be a period of public participation and members of the press and public are invited to address the Council 15 minutes prior to the commencement of the meeting at approximately 7.30 pm, providing the notice period has been complied with. Please see Public Participation Notice.***

Yours faithfully

*M Francis*

Michelle Francis  
Clerk to the Council

## A G E N D A

25/01	Election of Chairman and receipt of declaration of acceptance of office
25/02	To note apologies for absence and approve reason, where appropriate
25/03	Declarations of Interest
25/04	Election of Vice Chairman
25/05	Appointment of Councillors to Committees
25/05.1	Village Hall Representative
25/05.2	Quantock Hills Representative
25/06	To confirm continued eligibility and re-adoption of the General Power of Competence - “That West Quantoxhead Parish Council resolves that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions Order 2012), resolves that the Council is eligible to adopt and to exercise the General Power of Competence due to having 2/3 elected members and qualified Clerk”.
25/07	To re-adopt Standing Orders and Code of Conduct
	To reiterate the public participation section, procedure for meetings and attendance at outside meetings only with authority of the Parish Council
25/08	Minutes of the last meeting held on 5 <sup>th</sup> March 2025 for approval (attached)
25/09	Matters from the Minutes – for the purpose of report only
25/10	Reports
25/10.1	Avon and Somerset Constabulary
25/10.2	Somerset Council
25/10.3	Quantock Hills JAC Meeting
25/10.4	Local Community Network (LCN) and Highway Stewardship
25/10.5	Local Plan Stage 1 (Cllr Philipson)
25/11	Correspondence
25/11.1	To note the correspondence log (attached)
25/12	Finances
25/12.1	Current Financial Statement – to note
25/12.2	Bank Reconciliation to date (to be signed at meeting)
25/12.3	Authorisation of expenditure - <u>To authorise the issuing of the following cheques:</u> To be given at the meeting
25/13	Planning
25/13.1	There are no new applications to consider
25/13.2	Decisions: no new decisions

<b>25/14</b>	<b>Insurance Renewal</b>
<b>25/15</b>	<b>Highway Matters</b>
25/15.1	Corner of Luckes Lane – update on signage
25/15.2	The Avenue – update
25/15.3	SID Speed Indicator Device - update
<b>25/16</b>	<b>Annual Parish Assembly</b> – Wednesday 21 <sup>st</sup> May 2025
<b>25/17</b>	<b>Audit for Year Ending 31<sup>st</sup> March 2025</b>
25/17.1	To consider Certificate of Exemption
25/17.2	Annual Governance Statement 2024/2025 – to approve and sign
25/17.3	To consider Annual Accounting Statement
25/17.4	To approve for Chairman to sign Accounting Statement
<b>25/18</b>	<b>Village Defibrillator</b>
25/18.1	To receive update on fundraising
25/18.2	To consider how much to donate to British Heart Foundation
<b>25/19</b>	<b>Bleed Kit</b> – to consider purchase to be installed alongside Defibrillator
<b>25/20</b>	<b>VE Day – Thursday 8<sup>th</sup> May 2025</b>
<b>25/21</b>	<b>Volunteer required for Path Liaison Officer</b>
<b>25/22</b>	<b>Staple Diet</b> – volunteer required to write a report for the next edition
<b>25/23</b>	<b>Matters for the next meeting</b>
<b>25/24</b>	<b>FUTURE MEETINGS 2025</b> – 2 <sup>nd</sup> July 2025; 3 <sup>rd</sup> September 2025, 5 <sup>th</sup> November 2025