

# WEST QUANTOXHEAD PARISH COUNCIL

Wibble Farm  
West Quantoxhead  
Nr Taunton  
Somerset  
TA4 4DD

Email: clerk@westquantoxheadparish.gov.uk

30<sup>th</sup> April 2026

Dear Councillor

You are hereby summoned to attend the Annual Meeting of West Quantoxhead Parish Council to be held on Wednesday 6<sup>th</sup> May 2026 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

<b>26/01</b>	<b>Election of Chairman and receipt of declaration of acceptance of office</b>
<b>26/02</b>	<b>To note apologies for absence and approve reason, where appropriate</b>
<b>26/03</b>	<b>Declarations of Interest</b>
<b>26/04</b>	<b>Election of Vice Chairman</b>
<b>26/05</b>	<b>Appointment of Councillors to Committees</b>
26/05.1	Village Hall Representative
26/05.2	Quantock Hills Representative
<b>26/06</b>	<b>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".</b>
<b>26/07</b>	<b>Renewal of Policies</b>
26/07.1	Code of Conduct (attached)
26/07.2	Standing Orders (attached)
26/07.3	Financial Regulations (attached)
26/07.4	Accessibility Statement (attached)
26/07.5	Complaints Procedure (attached)
26/07.6	Document Retention and Disposal (attached)
26/07.7	IT Policy (attached)
26/07.8	Publication Scheme (Freedom of Information) (attached)
26/07.9	Recording of Council meetings (attached)
<b>26/08</b>	<b>Minutes of the last meeting held on 4<sup>th</sup> March 2026 for approval (attached)</b>
<b>26/09</b>	<b>Matters from the Minutes – for the purpose of report only</b>
<b>26/10</b>	<b>Reports</b>
26/10.1	Avon and Somerset Constabulary
26/10.2	Somerset Council
26/10.3	Quantock Hills JAC Meeting
26/10.4	Local Community Network (LCN)
<b>26/11</b>	<b>Correspondence</b>
26/11.1	To note the correspondence log (attached)
26/11.2	Letter from Parishioner (forwarded 4 <sup>th</sup> March 2026 and re-attached for reference)
26/11.3	Somerset Council Planning – appeal lodged regarding planning application 3/38/25/002 - Silver Leaves
26/11.4	Section 137 expenditure new limit for financial year 2026-2027 £11.60 per elector
26/11.5	Letter from Parishioner regarding potential breach of planning permission and conditions

26.11.6	Notification from PKF Littlejohn that the Parish Council has been randomly selected for an intermediate review – “ <i>This email is to inform you that <b>your smaller authority has been selected for intermediate review for the 2025/26 reporting year as part of the required 5% sample of those who would otherwise be subject to a basic review</b></i> ”		
<b>26/12</b>	<b>Finances</b>		
26/12.1	Current Financial Statement – to note		
26/12.2	Bank Reconciliation to date (to be signed at meeting)		
26/12.3	Authorisation of expenditure - <u>To authorise the issuing of the following cheques:</u> To be given at the meeting		
<b>26/13</b>	<b>Planning</b>		
26/13.1	There are no new applications to consider		
26/13.2	Decisions:		
	Application No	Location	Decision
	3/38/25/001	Fields east of St Audries Bay Holiday Cub, West Quantoxhead	Granted
<b>26/14</b>	<b>Insurance Renewal</b>		
<b>26/15</b>	<b>Highway Matters</b>		
26/15.1	Corner of Luckes Lane – update on signage		
26/15.2	The Avenue – update regarding clearance of gully leading to culvert		
<b>26/16</b>	<b>Annual Parish Assembly – Wednesday 20<sup>th</sup> May 2026</b>		
<b>26/17</b>	<b>Audit for Year Ending 31<sup>st</sup> March 2026</b>		
26/17.1	To consider Certificate of Exemption		
26/17.2	Annual Governance Statement 2025/2026 – to approve and sign		
26/17.3	To consider Annual Accounting Statement		
26/17.4	To approve for Chairman to sign Accounting Statement		
<b>26/18</b>	<b>Village Defibrillator and Bleed Kit</b>		
26/18.1	To consider how much to donate to British Heart Foundation		
<b>26/19</b>	<b>Website and Email Addresses</b>		
<b>26/20</b>	<b>Community Emergency Plan</b>		
<b>26/21</b>	<b>Staple Diet – volunteer required to write a report for the next edition</b>		
<b>26/22</b>	<b>Matters for the next meeting</b>		
	<b>FUTURE MEETINGS 2026 – 1<sup>st</sup> July 2026; 2<sup>nd</sup> September 2026, 4<sup>th</sup> November 2026</b>		