



SOUTH PETHERTON PARISH COUNCIL

Clerk to the Parish **Kate Alford**
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Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose. Although not a requirement to do so, prior notification to the Clerk by noon the previous Friday would enable a full response when appropriate to be given.

Tuesday 28th August 2018

To: To all members of **South Petherton Parish Council**

Ladies & Gentlemen:

You are summoned to a **Meeting of South Petherton Parish Council** to be held in **The William Blake Memorial Hall** on **Monday 3rd September 2018 commencing at 7.30 pm** when the following business will be transacted.

Yours faithfully

Kate Alford
Parish Clerk

7.30pm – Prior to the start of the meeting

Questions and comments from members of the public (limited to 20 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting South Petherton Parish. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration.

Reports from County & District Councillors

The County & District Councillors are invited to give short oral or written reports on matters affecting South Petherton Parish. Members of the public, as well as Councillors, may ask questions or make comments on matters raised.

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| 53.1 | To receive any apologies for non-attendance |
| 53.2 | To receive any declarations of interest |
| 53.3 | To receive and approve the Minutes of the Meeting of South Petherton Parish Council held on Monday 2nd July 2018, and also the minutes for the Extraordinary Meetings of Thursday 28th June 2018 & Monday 9th July 2018. |
| 53.4 | Past Subject Matters for the purpose of report only |

- (1) Matters raised by the public

53.5 Chairman's Announcements

53.6 Resolutions:

1. To resolve to agree to replace the outside front doors on the Pavilion from one of the 3 quotes listed for Supply & installation of 2 replacement French Doors, with panic bars:
Quote 1: £4600 + VAT
Quote 2: £5000 VAT incl
Quote 3: £4300 VAT incl
2. To resolve to appoint Mrs R Swift to the role of Assistant Clerk for 15 hours on an initial 6 month contract on a ALCC/SLCC salary scale of LC1 on SCP 22 (pro rata for 15hrs p/w).
3. To resolve to agree to rent office space at Frogmary Green Farm, South Petherton, for the purpose of a Parish Office at the sum of £1062.50 per annum for an initial one year period to be renewed on a 6 month rolling contract.
4. To resolve to appoint an editor for Ta13 from the following quotes received:
Quote 1: To edit the editions free of charge, with printing costs of £2498 VAT incl.
Quote 2: £1000 fixed fee for editing each edition, with printing costs of £678+VAT
5. To resolve to agree to the Open Spaces Committee recommendation to purchase a ride on Mower at a cost of £6300 for the use of the Cricket Club – full operating agreement to be signed by Parish Council and Clubs prior to purchase.
6. To resolve to contact all premises owned by the Parish Council & offer/arrange for all occupants to be inspected by a qualified electrical contractor, to ensure a current EICR is in place.
7. To resolve to purchase a wooden bench to be sited outside of Boots Chemist in South Petherton at a cost of no more than £500.
8. To resolve to purchase three new wooden troughs for SPIB up to a total cost of £500.
9. To resolve to drill holes in the metal trough at Prigg Lane to allow for drainage in order that it can be planted up.
10. To resolve to purchase two new watering machines for SPIB up to a cost of £500 in total.

53.7 Open Spaces Committee Report

- (a) To receive the minutes of the Open Spaces Committee held on Monday 6th August 2018, and to note the decisions thereto.

53.8 Finance & General Purpose Report

- (a) To note the following items of expenditure:

			£	£
(75)	Intouch CRM	Website hosting - June	131.50	26.30
(76)	Reach Youth Ltd	Youth Work – June	1821.00	364.20
(77)	Mrs N Flint	Accounts support	314.70	
(78)	Somerset Landscapes	Grass Maintenance – June	960.50	192.10
(79)	SSDC	Village Ranger – May	639.36	
(80)	Heather McMillan	Parish Link Worker - June	360.00	
(81)	Mr K Harris	Parish Maintenance June	642.50	
(82)	Mrs D Kingston	Allotment Prizes for Open Day	60.00	
(83)	Unity Trust	Opening Deposit	500.00	
(84)	M Robathan	SPIB expenses refund	40.00	
(85)	Mrs L Marriage	Allotment Deposit return	12.50	
(86)	CCS	Village Agent – Qtly payment	2564.25	
(87)	Sage	Payroll subscription	28.80	

(88)	Knight Electrical	Light replacements/Rec Ground	67.00	13.40
(89)	Microshade	Hosting fee (10927)	52.95	10.59
(90)	Somerset Landscapes	Grass maintenance – July	960.50	192.10
(91)	David Moore	Charger for Aquatrolley	22.32	4.46
(92)	Mrs K Alford	Clerks salary – July	1437.26	
(93)	HMRC	PAYE – July	526.24	
(94)	BT	Internet rental Blake Hall	60.00	12.00
(95)	BT	Rental charges 01460 240011	52.80	10.56
(96)	MR Roberts	Fallen tree removal	50.00	
(97)	Mr K Harris	Parish Maintenance July	1077.50	
(98)	Mrs J Chitty	SPIB expenses refund	7.98	
(99)	SSDC	Clerk GDPR training	25.00	
(100)	SSDC	Village Ranger – June & July	1198.80	239.76
(101)	Mrs K Alford	Clerks Salary – August	1437.26	
(102)	HMRC	PAYE –August	526.04	
(103)	Heather McMillan	Parish Link Work – July	360.00	
(104)	Heather McMillan	Parish Link Work – August	180.00	
(105)	Intouch CRM	Website hosting – Inv25251 Aug	131.50	26.30
(106)	Allen Computer Serv’s	LIC Computer repair	183.33	36.67
(107)	Intouch CRM	Website hosting – Inv25155 Jul	131.50	26.30
	Total		16563.09	1154.74

53.9 Planning Committee Report

- (a) To receive the minutes of the Planning Committee held on Monday 2nd July & Monday 6th August 2018, and to note the decisions thereto.

53.10 To receive any additional information on the following:-

(a)	Allotments	NW
(b)	Cemetery	KA
(c)	Footpaths & Bridle Ways	PK
(d)	Roads & Transport	CR
(e)	Recreation Ground – SPRUG	DW
(f)	Play Area	TN
(g)	TA13	BC
(h)	Website	TN
(i)	SPIB	DHW
(j)	Blake Hall	AA/CH
(k)	SPRINC	SB
(l)	CLT	BC
(m)	Youth Council	AD
(n)	Youth Management	DP
(o)	LIC	DW
(p)	Mere Lynches Charity	CH

53.11 Reports

- (1) SALC
- (2) Councillors
- (3) Chairman
- (4) The Clerk
- (5) Parish Link Worker & Village Agent

53.12 Other Business referred to the Clerk

53.13 Date of next Meeting –

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed, but it would be helpful to let the Clerk know of any plans to film or record so that all necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings, for example, by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please

Please note that members of the public exercising their right to speak during Public Question Time may be recorded.