



# SOUTH PETHERTON PARISH COUNCIL

Clerk to the Parish **Bruce Poole** BA (Hons); Fellow ILCM, MMC

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Office Hours 10.00 am – 1.00 pm Monday to Friday

## Public Session

01/09/14

Prior to the meeting commencing the Chairman Adam Dance read a personal statement to the meeting in which he outlined his wish that after various difficult situations that had occurred over the past months the Parish Council having almost a full complement of members would now drive its various projects and initiatives forward in a positive manner.

Mr Nigel Potts made representations to the Parish Council regarding the Watergore Road Improvements. He reminded the meeting of his previous representation to the council when he had set a number of proposals he had wished to be incorporated in to the Highways scheme. He now urged the Parish Council to request County Councillor Le Hardy attend to these outstanding matters by calling a consultative meeting of interested parties. Mr Nigel Potts was thanked for his presentation.

Miss Hayley Burridge then addressed the meeting by stating why she wished to be considered as a Parish Councillor. She was thanked by the chairman who indicated that the council would be dealing with her request in the formal part of the meeting.

County Councillor Christopher Le Hardy arrived at the meeting having just attended Merriott Parish Council's meeting. He explained what the latest position was with the Watergore Road improvements and what he had actioned following the recent meeting of interested parties. Mr Trevor Ansell a resident at Watergore who said he would be personally affected by the proposed location of the Bus Stop also indicated that he had not been advised of the said meeting. It was noted that he and any other affected residents would meet up with Councillors Le Hardy (CC) and Bryan Chitty (SPPC).

**Minutes of a Parish Council Meeting of South Petherton Parish Council held at The William Blake Memorial Hall Market Square St James Street South Petherton on Monday 1<sup>st</sup> September 2014** when the following business was conducted.

**PRESENT** Councillors Mr A Dance (Chairman) together with Councillors Mrs A Soulsby Miss S Beaufoy Mrs Polly Worner Messrs B Chitty G Gatehouse I Greenfield B Herrick M Hickley D Lee P Ritchens N Wakely together with the Parish Clerk Mr B Poole

In addition County Councillor Christopher Le-Hardy and 24 residents.

**8.1 To receive any apologies for non attendance**

Councillor Miss Leanna Chant

**8.2 To receive any declarations of interest**

None

**8.3 To receive and approve the Minutes of the Annual Parish Council Meeting held on Monday 7<sup>th</sup> July 2014**

**Resolved** that the Minutes of the Annual Parish Council Meeting of South Petherton Parish Council Meeting held on Monday 7<sup>th</sup> July 2014 that had been previously circulated be taken as read and agreed as being a true and correct record and as a result therefore approved and duly signed by the Chairman

## 8.4

### Past Subject Matters - For the purpose of report only

- (1) Matters raised by members of the public at the previous meeting of the council.

- (a) School – availability of places?

Unfortunately there is nothing further to report on this subject matter at this present time.

- (b) Mill Brook

It has been confirmed that some additional remedial work has been carried out to the brook.

- (c) Co-op

The Parish Council was currently waiting a further update by the Co-op representative Mr Reed Trethowan

- (2) Lengthsman – Village Ranger

The formal presentation to Mr David Ogilvie by the collective parish councils to note his resignation as the Village Ranger will take place at the October Meeting.

- (3) Community Web Site

It was noted that the members had seen a preview of the Web Site proposals at the Members Information Day.

- (4) Martock Parish Council – Job Scheme

It was noted that further information was currently being sought on this scheme.

## 8.5

### Resolutions

- (1) To resolve to consider an application from M/s Hayley Burridge of 132 St Michaels Gardens South Petherton to fill a current casual vacancy on the Council.

**Resolved** that M/s Hayley Burridge be elected as a Parish Councillor to fill one of its casual vacancies.

- (2) To receive and consider a verbal report received from Mr C B Potts regarding The South Petherton Traffic Calming Scheme – Watergore Section

**Received** and considered with recommendations being made to the County Councillor.

*See the outcome of the public session immediately to the opening of the formal meeting*

- (3) To resolve to relocate the Flower Pergola currently situated in the Village Car Park

**Resolved** to relocate the Flower Pergola currently situated in the village car park

*Councillor Adam Dance abstained from voting*

*Agreed that the actual dismantling and agreement on where it should be re-located to was in the hands of the Open Spaces Committee*

- (4) To resolve to approve the proposed constitution for the Whitfield Lane Allotment Holders Association

**Resolved** to adopt and approve the submitted constitution for the Whitfield Lane Allotment Holders Association such constitution to be reviewed within two years

- (5) To resolve to grant an owner way leave consent to Western Power Distribution

**Resolved to grant an owner way leave consent to Western Power Distribution to attach a service cable from the pole in the cemetery**

- (6) To receive and consider the paper produced by Councillor Graham Gatehouse entitled “The South Petherton Parish Plan” and to resolve to accept the following recommendations

- (a) *The Parish Council authorise a review and renewal of the Parish Plan based initially on critically appraising and updating the current plan*
- (b) *The Parish Council authorise a Parish Meeting*
- (c) *The Parish Council approves the establishment of a working/planning group of eight people three of whom are Parish Councillors*
- (d) *The Parish Council designate three members to the working/planning group*
- (e) *The Parish Council approves the appointment of a facilitator to the Parish Meeting and an “administrator” as described in doing so authorise the Parish Clerk to action as the report suggests*
- (f) *The Parish Council accepts the principle that the Working Group may wish to engage independent consultants and authorise the Parish Clerk to act as indicated*
- (g) *The Parish Council approves a programme of report back and authorise the Parish Clerk to set up monitor and ensure the programme is implemented*

**Resolved to accept all the proposed recommendations**

- (7) To resolve to amend the Parish Council’s Standing Orders as follows:

**(a) Standing Orders - 1D Meeting**

From

*In order for the Parish Council to provide a response members of the public whenever possible should give the Parish Clerk prior notice of their intended question by noon the previous Friday.*

To

*In order for the Parish Council to provide a full response from the Council where appropriate a Member of the Public can only speak at the meeting if prior notification to the Clerk has been given by noon the previous Friday to the specified meeting. However the Chairman has discretion to allow Members of the Public to speak without prior notification*

**Resolved to adopt with immediate effect**

*Councillor Adam Dance abstaining and Councillor Sarah Beaufoy voting against*

**(b) Standing Orders – 1M**

From

*Photographing recording broadcasting or transmitting the proceedings by any means is not permitted without the Council’s prior (written) consent*

To

*Deletion of the relevant Standing Order because:*

*Until the 5<sup>th</sup> August 2014 the Public Bodies (Admission to Meetings) Act 1960 provided that members of the public had no statutory right to film take photographs or record full council or committee meetings. On the 6<sup>th</sup> August 2014 the 1960 Act was amended by the Openness of Local Government Bodies Regulations 2014*

The amended 1960 Act provides that a person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may:

- (i) Film photograph or make an audio recording of a meeting
- (ii) Use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later
- (iii) Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting

**Resolved to note the mandatory amendment to the standing orders**

- (8) To receive an interim Report and Business Plan from the South Petherton Market Working Group

(9) **Received**

*This report was presented by Councillor Ian Greenfield Chairman of the South Petherton Village Market Working Group. A number of questions was asked and a general discussion ensued as to the merits of such an initiative. The consensus was that a formal proposition to set up a Village Market should now be put before the Parish Council.*

## 8.6 Finance & Personnel Report

- (1) **To receive the draft minutes of the Finance & General Purposes Committee that was held on Monday 4<sup>th</sup> August 2014 and to note the decisions thereto**

*Copy attached herewith*

- (2) **To approve the following items of expenditure for the month**

(60)* Nat West	Bank Charges (D/D)	18.29	
(61)* Nat West	Bank Charges (D/D)	21.98	
(62)* InTouch	Web Site Start Up Costs	399.00	79.80
(63)* Microshade	Monthly Hosting Fee	43.00	8.60
(64)* ICO	Data Protection Renewal	35.00	
(65)* Reach	Youth Work – July 2014	1821.00	
(66)* Mr B Poole	Salary & Expenses	2388.63	
(67)* Landscapes	Maintenance Work	960.50	192.10
(68)* Mr D Ogilvie	Lengthsman June/July	1774.50	
(69)* Arien Signs	Wall Mounted Notice Board	1100.00	220.00
(70)* Mr K Harris	Litter Picking/Allotments/Church Lawn	485.50	
(71) Microshade	Monthly Hosting Fee	43.00	8.60
(72) Blake Hall	Hall Hire – Parish Council Meetings	40.00	
(73) David Hall	Hall Hire – Members Information Day	100.00	
(74) Adobe	Adobe Export PDF – Subscription	19.82	
(75) Provendor	Provisions – Members Information Day	314.00	62.60
(76) David Hall	Donation/Grant – Delivery of TA13	856.00	
(77) Staples	Stationery – Members Information Day	43.54	8.71
(78) Wessex Water	Water Services – Cemetery	16.30	
(79) Stable Print	TA13 Autumn 2014 – Printing	1180.00	
(80) Reach	Youth Work – August 2014	1821.00	
(81) Nat West	Bank Charges	22.27	
(82) Nat West	Bank Charges	17.25	
(83) Mr B Poole	Salary & Expenses	2597.25	
(84) Mr Doble	Admin & Expenses	31.00	
(85) Mr K Harris	Caretaking	337.50	

**Resolved that those invoices marked with an asterisk that had been paid under delegated powers should be ratified and the remaining invoices be approved for payment.**

**Resolved that the following payments be made to reimburse the participating Councils on the cessation of the Village Lengthsman scheme**

Hinton St George PC – Lopen PC – Seavington PC and Shepton Beauchamp £1092.60  
Merriott PC £2185.20 less £1,000 (not paid 2011/12) and South Petherton £4370.40

## 8.7 Planning Report

- (1) To receive the draft minutes of the Planning Committee held on Monday 4<sup>th</sup> August 2014 and to note the decisions thereto :-

*Received*

## 8.8 Open Spaces Committee Report

- (1) To receive the draft minutes of the Open Spaces Committee Meeting held on Monday 4<sup>th</sup> August and to note the decisions thereto :-

*Received*

- (2) To receive reports from the following brief holders

- (a) Allotments NW

It was noted that a monthly inspection had recently taken place and as a result the clerk was asked to write the appropriate letters. It was also noted that the planned meeting of the allotment holders would take place on Monday 6<sup>th</sup> October in the Blake Hall commencing at 6.00 pm

- (b) Cemetery SB

It was noted that the Open Spaces Committee through the Chairman was organising the preparation of a Tree Inventory for the Garden of Remembrance

- (c) Footpaths & Bridle Ways IG

It was reported that there was three areas of concern being currently investigated the main one being Droveaway/Barcroft Lane

- (d) Roads & Transport BC

The public session dealt with the main subject of discussion

- (e) Recreation Ground - SPRUG AS

It was noted that arrangements were in hand to hold a meeting

- (f) Play Area PW

Noted that preliminary investigations had been carried as to what type of play equipment was needed for the under sixes.

- (g) TA13 GG

Councillor Graham Gatehouse was congratulated on the production of his first edition produced with the assistance of the previous editor Tony Charman. It was agreed that the thanks of the council should be forwarded to Tony for his passed services.

- (h) Website

It was noted that the members had been given an introduction to the proposed web site at the recent Members' Information Day

- (i) SPIB BH

Agreed that an early meeting of this group should be established in order to ascertain who does what!

- (j) Blake Hall AS  
Councillor Amy Soulsby provided an update to the meeting on the new kitchen and also that the possibility of Hall improvements would be discussed amongst other matters at the impending management committee meeting.

- (k) SPRINC SB  
Noted that a meeting of the Trustees was due to take place later this month

## 8.9 Reports

- (1) SALC  
Nothing to report
- (2) Councillors
- (a) Reported that the lights in Hele Road was still faulty despite a number of calls to the lighting contractor for their repair.
- (b) Reported that there was an overgrown hedge on Knapp Lane need attention
- (3) Chairman  
See the commencement of the meeting
- (4) The Clerk  
Referred to the very worthwhile Member's Information Day

## 8.10 Correspondence

- |      |                   |  |    |
|------|-------------------|--|----|
| (1)  | Allotment Holders | Draft Constitution – Whitfield Lane Allotments             | E  |
| (2)  | Mr M Gombo        | Letter of thanks – Petherton Folk Festival                 | E  |
| (3)  | SSDC              | Year Book 2014/2015  | E  |
| (4)  | Consensus         | Seeking to have a meeting with the members                 | C  |
| (5)  | SPRINC            | Receipt of a Cheque – Mary Prouse Charity                  | BP |
| (6)  | Persimmons        | Communication from Mr/s Woodruffe-Peacock                  | E  |
| (7)  | NALC              | DIS <i>Extra</i> Issue 839 25/07/14                        | E  |
| (8)  | Mrs J Lear        | Return of PCC Cheque - £50.00                              | BP |
| (9)  | Mr J Wratten      | Notes on Conditions of Engagement                          | BP |
| (10) | Nat West          | Bank Statements Jun/Jly                                    | BP |
| (11) | Conduit           | Magazine – Issue 162 August 2014                           | C  |
| (12) | Mr D Schroder     | Allotment Deposit £12.50                                   | BP |
| (13) | NALC              | DIS <i>Extra</i> Issue 840 16/08/14                        | E  |
| (14) | Mr C B Potts      | South Petherton Traffic Calming Scheme – Watergore Section | E  |
| (15) | Mrs J Leaves      | Memorial Tree – Cemetery                                   | BP |
| (16) | Stone's           | Application for approval of memorial                       | BP |
| (17) | Mr K Harris       | Play Area – Inspection Reports                             | BP |
| (18) | Mrs Walsh         | Street Market  | C  |
| (19) | ICO               | Return of the Direct Debit Instructions                    | BP |
| (20) | David Hall        | Hall Hire Booking Form                                     | BP |
| (21) | NALC              | DIS <i>Extra</i> Issue 841 22/08/14                        | E  |

### Additional correspondence received after the circulation of the agenda

## 8.11 Other Business referred to the Clerk

## 8.12 Date of next Meeting – Full Council and Planning Committee Meeting Monday 6<sup>th</sup> October 2014