

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.

Monday 30th December 2019

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 6th January 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.

1.1 To receive any apologies for non attendance**1.2 To receive any declarations of interest****1.3 To receive and approve the minutes of the meeting of South Petherton Parish Council held on Monday 2nd December 2019.****1.4 Clerks Report****1.5 Chairman's Announcements**

1.6 Resolutions

- (1) To resolve to agree the draft Budget for the Financial year 2020/21
- (2) To resolve to agree a Precept for the Financial Year 2020/21
- (3) To resolve to appoint a Contractor for the grass maintenance contract for the Parish in line with the written tender for the next 3 years from the tenders received below:
Quote 1: £13,248
Quote 2: £13,400
Quote 3: £60,188
Quote 4: £15,825.71
- (4) To resolve to agree the draft Lease between South Petherton Parish Council & the South Petherton Pavilion Committee in respect of the Mike Saint Pavilion, and to proceed to signing a 30 year Lease.
- (5) To resolve to agree the draft Tree Policy put forward, and to adopt this as part of South Petherton Parish Council's corporate policies.
- (6) To resolve to adopt the Telephone Box sited in Over Stratton for £1 from British Telecommunications Ltd.

1.7 Finance & General Purposes Committee

- (a) To receive the minutes of the Finance & General Purpose Committee held on 4th November 2019 and to note the decisions made.
- (b) To note the following items of expenditure and approve payment for December 2019

Somerset Landscapes	Grass Maint – Nov 2019	960.50	192.10
Microshade	IT Support	96.90	19.38
Prism	Stationary	9.79	1.96
SALC	PC Support	110.00	0
Clerks PAYE	December 2019	2179.32	0
HMRC	PAYE/Pension	645.80	0
Pear Technology	IT Mapping	200.00	40.00
Blake Hall	Meeting Rooms charges	40.00	0
PATA Payroll	Payroll support Oct-Dec	52.50	0
SSDC	Ranger – October 2019	532.80	106.56
Mrs R Swift	Clerks Expenses – Dec 2019	40.90	0
AC Developments	Repair to recreation fencing	1425.00	285.00
Glasdon	Salt Bins	524.53	104.91
Mrs D HodsonWright	SPIB Expenses	3.99	0
Rialtas	Finance System support	121.00	24.20
Drainaway SW	Youth Club drains	80.00	0
British Gas	Library charges Sept – Dec 19	91.42	4.57

Direct Debits / Standing Orders

Barnstore	Parish Storage	112.80	28.20
InTouch CRM	Web/Email support	130.99	26.80
SSDC	Parish Rates	1589.00	0
Viridor	Parish Waste	77.16	0
Plusnet	Library internet	10.80	0

Total **9038.20** **833.68**

1.8 Planning Committee

- (a) To receive the minutes of the Planning Committee held on Monday 2nd December and to note the decisions made.

1.9 To receive any additional information on the following:

- (a) Allotments – Cllr Wakely

- (b) Cemetery – Cllr Wakely
- (c) Footpaths and Bridleways – PPLOs Nigel Kinsman & Cllr Wakely
- (d) Roads & Transport – Cllr Raikes
- (e) Recreation Ground/SPRUG – Cllr New & Cllr Raikes
- (f) TA13 – Cllr Spiers
- (g) Website – Cllr New
- (h) South Petherton in Bloom (SPIB) – Cllr Hodson-Wright
- (i) Blake Hall – Cllr Salway
- (j) South Petherton Relief in Need Charity (SPRINC) – Cllr Raikes
- (k) Community Land Trust (CLT) – Cllr Chitty
- (l) Library / LIC – Cllr Elliott
- (m) Mere Lynches – Cllr Salway
- (n) Youth – Cllr New & Cllr Hodson-Wright

1.10 Reports

- (a) Somerset Association of Local Clerks (SALC)
- (b) Councillors
- (c) Chairman
- (d) Clerk
- (e) Parish Link Worker / Village Agent

1.11 Other business referred to the Clerk

1.12 Date of next meetings – Monday 3rd February 2020.

1.13 Exempt Session – Exclusion of the Press & Public

To resolve that under Section 1, paragraph 2 of The Public Bodies (admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- Employee & administration

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