



# SOUTH PETHERTON PARISH COUNCIL

Clerk to the Parish **Kate Alford**

**South Petherton Parish Office**

**Unit One, Frogmary Green Farm, West Street, South Petherton TA13 5DJ**

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## NOTICE OF MEETING

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.

Members of the public will be able to participate informally from 7.30pm to allow discussion/comment of agenda items. Those wishing to address the Council during the meeting must make the Chairman aware of their intention before the meeting starts. Members of the public wishing to record the meeting are asked to notify the Chairman of their intentions so that the appropriate arrangements can be made.

**Tuesday 1<sup>st</sup> June 2021**

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

Ladies & Gentlemen:

You are summoned to attend a **meeting** of **South Petherton Parish Council** to be held at **South Petherton Recreation Ground, Lightgate Lane on Monday 7<sup>th</sup> June 2021 at 7.30pm** 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.

6.1 To receive any apologies for non attendance

6.2 To receive any declarations of interest

6.3 To receive and approve the minutes of the Annual Meeting of the Parish Council from 3<sup>rd</sup> May 2021.

#### 6.4 Resolutions

- (1) To discuss the final report from the Community Hub Project Group and resolve to agree its recommendations - 8a, b & c.
- (2) To resolve to agree and adopt the Risk Assessment for South Petherton Parish Council.
- (3) To resolve to agree and adopt the Financial Regulations for South Petherton Parish Council.
- (4) To receive South Petherton Parish Council's Financial Statement for the year ending 31<sup>st</sup> March 2021
  - (a) To approve the Annual Governance Statement 2020/21
  - (b) To approve the Annual Accounting Statements for 2020/21
  - (c) To Review the effectiveness of the internal audit
  - (d) To set the date for the exercise of public rights

#### 6.5 Finance & General Purposes

- (a) To note the following items of expenditure made 17<sup>th</sup> May 2021

Jenn Hodge	SPCST Expenses	43.18	0
Geoff Gale	MTIG Work – Memorial Garden	2000.00	0
SP Tennis Club	Electricity Supply donation	1694.00	0
WT & RJ Jones	Rec Pitch Maintenance	1514.00	302.80
Merlin Telecomm	Office Telephone calls	16.60	3.32
British Gas	Library Gas March - Apr 2021	19.74	0.98
Microshade	IT support – Inv 14530	101.90	20.38
SSDC	Dog Poo Bin – North Street	294.00	58.80
SSDC	Dog Poo Bin – Summershard	219.00	43.80
MACS Printing	TA13 – Summer Edition print	625.00	0
Plusnet	Library broadband	18.87	3.77
HR & Staffing costs	Salary, pension & PAYE- May 2021	2921.32	0
<b>Total</b>		<b>9,467.61</b>	<b>433.85</b>

- (b) To agree the following items of expenditure and approve payment for the remainder of May 2021

Loveridge Maintenance	Grass Maintenance – May	1116.66	0
Prism	Office Toners	22.57	4.51
Stepmarker Paint	Car Park step non slip paint	56.35	11.27
SSDC	Ranger – April 2021	621.60	124.32
British Gas	Library Elec April – May	63.66	3.18
British Gas	Library Gas April – May	49.23	2.46
Reach Youth Ltd	Youth Provision – May – Inv 3024	1966.00	393.20
Mrs K Alford	Clerks Expenses	55.00	0
Mrs R Swift	Clerks Expenses – May Zoom	14.39	0
SES	Library alarms	1.00	0.20
Carbin Heating Ltd	Plumbing repair & Legionnaires test	198.21	39.35
Mr K Harris	Parish Maintenance – May 2021	627.50	0
Mr K Harris	Recreation Ground fencing (MTIG)	950.00	0
Mr P Shoemark	Recreation Ground fencing (MTIG)	300.00	0
Plusnet	Library broadband – May 2021	24.09	4.82
David Hall	TA13 – Summer Delivery	150.00	0
SP Tennis Club	Final Elec reimbursement Jan-May	72.00	0
Frogmary Green Farm	Parish Office Broadband	25.00	5.00
<b>Total</b>		<b>6,313.26</b>	<b>588.31</b>

6.6 Other business referred to the Clerk

6.7 Date of next meeting – 5<sup>th</sup> July 2021