
Public Session

Andrew Doble – spoke about glass broken left around the Recreation Ground and some areas of grass cutting.

Cllr Crispin Raikes District Council: An update was given with regards to the purdah period, and also confirmation that Alex Parmley (Chief Executive of South Somerset District Council) is leaving the organisation.

Cllr Adam Dance District Council /County Council: An update on the poll/consultation soon to be sent out regarding the proposed Unitary Council.

The Minutes

Minutes of a Parish Council Meeting of South Petherton Parish Council held online via Zoom on Monday 3rd May 2021 when the following business was conducted.

PRESENT Councillors A Dance (Chair), C Raikes, T New, B Elliot, B Swainson, C Bragg, N Wakely, D Hodson-Wright, C Salway, B Chitty, K Brace, J Hodge, S Spiers, together with the Parish Clerks Mrs K Alford & R Swift.
7 members of the public were also in attendance.

5.1 To elect a Chairman

Cllr Dance was proposed as Chairman by Cllr Chitty, seconded by Cllr Brace with all in favour.
Cllr Dance accepted the position of Chairman of South Petherton Parish Council.

5.2 To receive the Statutory Declaration of Office

Cllr Dance signed the Statutory Declaration of Office in front of the Clerk & other members of the Council.

5.3 To receive any apologies for non attendance

Cllr Allen

5.4 To receive any declarations of interest

None

5.5 To elect a Vice Chairman

Cllr Wakely was proposed as Vice Chairman by Cllr Dance, seconded by Cllr Raikes with all in favour.
Cllr Wakely accepted the position of Vice Chairman.

5.6 To elect members to the following committees:

a) Planning

Cllrs Chitty, Hodson-Wright, Wakely, Swainson & New were elected to the Planning Committee.

b) Open Spaces

Cllrs Raikes, Brace, Hodson-Wright, Hodges & New were elected to the Open Spaces Committee.

c) Finance & General Purposes

Cllrs Chitty, Bragg, Salway, Hodges & New were elected to the Finance & General Purposes Committee.

5.7 To propose representatives to the following areas of Parish Business:

The following Cllrs were elected as representatives:

a) Allotments & Whitfield Lane – Cllr Brace

b) Cemetery – Cllr Wakely

c) Footpaths & Bridleways – PPLOs Cllr Wakely & Nigel Kinsman

d) TWIG – Cllr Brace

e) Roads & Transport – Cllr Raikes

f) Recreation Ground/SPRUG Liaison – Cllrs Raikes & Cllr New

- g) **TA13** – Cllr Spiers
- h) **Website** – Cllr New
- i) **South Petherton in Bloom** – Cllr Hodson-Wright
- j) **The William Blake Memorial Hall** – Cllr Salway
- k) **South Petherton Relief in Need (SPRINC)** – Cllr Raikes
- l) **Community Land Trust (CLT)** Cllr Chitty
- m) **Library, LIC & Community Hub** – Cllr Elliott
- n) **Mere Lynches** – Cllr Brace
- o) **Youth Provision** – Cllr New & Cllr Hodson-Wright
- p) **Market Towns Investment Group (MTIG)** Cllr Chitty, Cllr Spiers & Cllr Swainson

- 5.8 To review and adopt the Council’s Standing Orders & Financial Regulations**
Resolved to formally adopt (with corrections to the paragraph misalignments)
Proposed Cllr Salway, seconded Cllr New, all in favour
- 5.9 To review and adopt the Council’s Code of Conduct**
Resolved to formally adopt
Proposed Cllr Raikes, seconded Cllr Salway, all in favour
- 5.10 To review and adopt the Council’s Corporate Policy**
Resolved to formally adopt
Proposed Cllr New, seconded Cllr Dance, all in favour
- 5.11 To review and adopt the Council’s Investment Strategy**
Resolved to formally adopt
Proposed Cllr Salway, seconded Cllr Wakely, all in favour
- 5.12 To review & adopt the Council’s Risk Assessment**
Resolved to defer to the next Parish Council meeting (June)
Proposed Cllr Dance, seconded Cllr Salway, all in favour
- 5.13 To review & adopt the Council’s Asset Register**
Resolved to defer until the next Parish Council meeting (June)
Proposed Cllr Dance, seconded Cllr Raikes, all in favour
- 5.14 To review the Council’s Insurance Policy and Schedule**
Resolved to formally adopt
Proposed Cllr Wakely, seconded Cllr Bragg, all in favour
- 5.15 To approve the Council’s Bank Mandates – in all cases the Clerk is the administrator with 2 out of at least 3 (and more if appropriate) Councillors registered to sign/authorise.**
- a) **Unity Trust** – to add Cllr Spiers
 - b) **NatWest** – to add Cllrs Wakely, New & Spiers
 - c) **Bath Building Society** – to add Cllrs Raikes, New, Spiers & Wakely
- 5.16 To review & confirm the budget for 2021/2022**
Resolved to formally confirm & accept
Proposed Cllr Salway, seconded Cllr Raikes, all in favour
- 5.17 To re-appoint the Clerk as the Council’s Responsible Financial Officer**
Resolved to formally re-appoint the Clerk
Proposed Cllr Dance, seconded Cllr New, all in favour
- 5.18 To re-affirm acceptance of The Audit and Accountant Regulations 2015 (SI 2015 No 234)**
The Council re-affirmed acceptance.
- 5.19 To re-adopt the Parish Council’s Publication Scheme and confirm the Parish Council’s Qualified Person under Section 36 of The Freedom of Information Act 2000**

Resolved to formally re-adopt
Proposed Cllr New, seconded Cllr Salway, all in favour

- 5.20 To re-affirm that the Parish Clerk may use all of the electronic methods available to her when circulating documentation to the council members.**
The Council re-affirmed the use of these methods.
- 5.21 To confirm the receipt of all re-elected updated Members Register of Interests forms**
All members confirmed their Members Register of Interests were up to date and correct.
- 5.22 To confirm the re-appointment of Mrs Bridget Bowen as the Council's Internal Auditor and that the actions on the last Internal Audit report have been completed. (7th November 2020)**
Resolved to re-appoint Mrs B Bowen, and that the Internal Audit actions have been completed.
Proposed Cllr Bragg, seconded Cllr Salway, all in favour
- 5.23 To receive and approve the Minutes of the Parish Council Meeting held on Monday 29th March 2021**
Received and approved
Proposed Cllr New, seconded Cllr Raikes, all in favour
- 5.24 Resolution updates**
Received and noted – no queries
- 5.25 Chairman's Announcements**
Chairman thanked all members for attending this zoom meeting which may possibly be the last virtual meeting, and noted that at the next meeting there should be a new Parish Councillor following the elections. He wished both candidates good luck.
- 5.26 Resolutions**
- (1) Following the end of legislation for virtual meetings on the 7th May 2021, to resolve that South Petherton Parish Council extends delegated authority to the Clerk in consultation with the Chair & Vice Chair to take any actions necessary with associated expenditure to protect the interests of the community and to ensure business continuity during the period of the Coronavirus pandemic. This is to informed by consultation with the members of the council until face to face meetings can safely & regularly be undertaken again.**
Resolved to agree the resolution
Proposed Cllr Dance, seconded Cllr Salway, all in favour
 - (2) To resolve to agree if the Football Club can build permanent dugouts on the Recreation Ground.**
Resolved to agree the resolution
Proposed Cllr New, seconded Cllr Elliott, all in favour
 - (3) To resolve to take back the portion of Whitfield Lane into council management in late summer 2021, following the current tenant's harvest, following the updated costings provided.**
Resolved to agree the resolution
Proposed Cllr Brace, seconded Cllr Hodson-Wright, all in favour, except 2 abstentions
 - (4) To resolve to make a financial contribution to South Petherton Tennis Club to separate the electricity supplies between the MUGA & the Tennis Club to ensure that the system is safe and up to standard. Contribution request of £1,694.00**
Resolved to agree the resolution
Proposed Cllr Dance, seconded Cllr Salway, all in favour
 - (5) To resolve whether 4 new road signs are wanted and should be installed & paid for by Somerset County Council in Hele Lane towards the Sheep Wash (Conservation Area).**
Resolution proposed Cllr New, seconded Cllr Salway
6 in favour, 7 against – resolution failed.

(6) To resolve if the Fair can use the Recreation Ground in September 2021.

Resolved to agree the resolution with a condition that following advice from the Parish Council's ground maintenance contractors, the Clerk may decide to cancel the Fair's attendance to avoid damage to the Recreation Ground. A minimum of 1 weeks notice to be given to the Fair if this occurs.
Proposed Cllr Dance, seconded Cllr New, all in favour

(7) To resolve to agree the South Petherton Bowling Club's extension plans in principle, with the club returning for official agreement prior to the build beginning.

Resolved to agree the resolution
Proposed Cllr Raikes, seconded Cllr New, all in favour

(8) To discuss ongoing & recent reports around antisocial behaviour/vandalism/security in the Recreation Ground and possible solutions to this.

Agreed to set up a Working Group to investigate the issues and options available and to report back to full council for any decisions. Group to include Cllrs New, Hodge, Swainson, Chitty & Hodson-Wright.

5.27 Finance & General Purposes Committee

(a) To note the following items of expenditure and approve payments for April 2021

RAMA Life	Minibus Grant	2000.00	0
British Gas	Library Electric March-April 2021	45.07	2.25
British Gas	Library Electric Feb – March 2021	26.53	1.32
British Gas	Library Gas Jan – March 2021	136.11	6.79
Reach Youth Ltd	Youth Provision – April 2021	1966.00	393.20
Plusnet	Library broadband	23.98	4.80
HR & Staffing costs	Salary, pension & PAYE- March 2021	2941.32	0
PATA Payroll	Payroll services April 2021-March 2022	211.80	0
Kompan Ltd	Toddler Equipment (S106 funding)	16264.60	3252.92
Mrs R Swift	Clerks Expenses incl Zoom	34.88	0
Community Council 4 Somerset	Village Agent Q1 2021/22	2564.25	0
ICCM	Subscription 2021/22	95.00	0
Microshade	IT support – Inv 14397	101.90	20.38
SLCC	Virtual Regional Training	54.00	0
Merlin Telecomm	Parish Office calls	14.63	2.93
Frogmary Green Farm	Broadband supply for Parish Office	20.00	5.00
Town & Parish Council Website	Website hosting & email 2021/22	708.00	0
Prism	Office stationary	36.62	7.33
Mr K Harris	Parish Maintenance – April 2021	782.50	0
Loveridge Maintenance	Grass Maintenance – April 2021	1116.66	0
Mr R Cotterill	TWiG Expenditure – Pitway	198.08	0
Total		29,341.93	3,696.92

Payments received after the Agenda

Came & Company	Parish Insurance 2021/22	3714.12	439.69
SSDC	Ranger – March 2021	577.20	115.44
Paula Yare	TA13 (Winter)	1091.22	0
Frogmary Green Farm	Broadband Supply – April	20.00	5.00
Frogmary Green Farm	Parish Office Rent 04/21 - 09/21	531.25	0
TOTAL		35,275.72	4,257.05

Payments noted and approved
Proposed Cllr Dance, seconded Cllr New all in favour

5.28 Planning Committee

(a) To receive & note the minutes of the Planning Committee decisions made on the 29th March 2021.
Received and noted.

5.29 To receive any additional information on the following:

- (a) Allotments and Whitfield Lane – Cllr Wakely
Fencing at Whitfield Lane allotments repairs completed.
- (b) Cemetery – Cllr Wakely
- (c) Footpaths and Bridleways – PPLOs Nigel Kinsman & Cllr Wakely
- (d) TWIG – Cllr Brace
- (e) Roads & Transport – Cllr Raikes
- (f) Recreation Ground/SPRUG – Cllr New & Cllr Raikes
Football Club report that they have been very happy with the pitch since work has been carried out on the grass maintenance.
- (g) TA13 – Cllr Spiers
- (h) Website – Cllr New
- (i) South Petherton in Bloom (SPIB) – Cllr Hodson-Wright
To investigate peat free baskets/planting?
- (j) Blake Hall – Cllr Salway
Due to re-open on 17th May.
- (k) South Petherton Relief in Need Charity (SPRINC) – Cllr Raikes
- (l) Community Land Trust (CLT) – Cllr Chitty
- (m) Library / LIC / Community Hub – Cllr Elliott
The concept shared with councillors recently will soon be going to SSDC for planning approval.
- (n) Mere Lynches – Cllr Salway
- (o) Youth – Cllr New & Cllr Hodson-Wright
AGM to be held before next PC meeting. Volunteers needed and always welcomed.
- (p) MTIG – Cllr Chitty, Cllr Spiers & Cllr Swainson
Welcome Back funding released by SSDC – ideas and suggestions to be forwarded to MTIG Reps/Clerk.

5.30 Reports

- (a) Somerset Association of Local Clerks (SALC)
- (b) Councillors
Cllr Raikes – St James St carpark wall has been damaged again. Claim to be made for the damage.
Cllr Hodge – gave update on Community minibus and grants to fund this which have been achieved.
- (c) Chairman
- (d) Parish Link Worker / Village Agent
- (e) Reach Youth
Dan Palmer sent apologies – report and update circulated to all councillors.

5.31 Other business referred to the Clerk

Update given on the work at the Memorial Garden, Community Hub & the damaged carpark wall.

- 5.32 Date of next meeting** – to be advised – this is due to the end of the legislation for virtual meetings, and the feasibility to hold face to face meetings safely in line with the current government guidelines.
-