



SOUTH PETHERTON PARISH COUNCIL

Clerk to the Parish **Kate Alford**

South Petherton Parish Office

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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 4th January 2022

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 **The David Hall, on Monday 10th January 2022 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.

1.1 To receive and agree 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 the Parish Council from 6th December 2021.

1.4 Resolution updates / Clerk updates

1.5 Chairman's Announcements.

1.6 Reports

- (a) Somerset Association of Local Clerks (SALC)
- (b) Councillors
- (c) Chairman
- (d) Village Agent
- (e) Reach Youth

1.7 Resolutions

- (1) To resolve to agree the draft budget for 2022/23
- (2) To resolve to agree a precept request for 2022/23
- (3) To resolve to participate in the Platinum Jubilee Beacon Ceremony and to set up a working group to discuss the details of events for this celebration.
- (4) To resolve to increase the Fidelity Guarantee for the Parish Council on its insurance as per Internal Audit recommendations (Year end balance plus half the annual precept)
- (5) To note the Internal Audit report of 30th May 2021 and any concerns raised.
- (6) To resolve to review and agree Scheme of Delegation.
- (7) To discuss the current situation of the proposed Community Hub.
- (8) To discuss the updated information provided by the Skatepark Working Group.

1.8 Finance & General Purposes

- (a) To note the following items of expenditure and approve payment for December 2021.

December

Pauls of Martock	Gravel for cemetery pathway	110.06	22.01
CCS	Village Agent – Qtr4	2564.25	0
Frogmary Green Farm	Office Broadband	25.00	0
WeeTree Nurseries	Planting for TWiG hedging	264.95	51.78
HR & Staffing costs	Salary, Pension & PAYE – December 21	2921.32	0
Mrs R Swift	Clerks Expenses (Zoom)	14.39	0
Mrs K Alford	Clerks Expenses (Voxi – Parish mobile)	10.00	0
Prism	Office stationary	56.11	11.22
Mr K Harris	Parish Maintenance – Dec	722.50	0
Loveridge Grounds	Parish Grass Maintenance – Dec	1116.66	0
Total		7805.24	85.01

1.9 Planning Committee

- (a) To receive the minutes of the Planning Committee decisions made on 6th December 2021 & to note the decisions.

1.10 Open Spaces Committee

- (a) To receive the minutes of the open Spaces Committee decisions made on the 4th October and note the decisions.

1.11 To receive any additional information on the following:

- (a) Allotments and Whitfield Lane – Cllr Brace & Cllr Wakely
- (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
- (g) TA13 – Cllr Spiers
- (h) Website – Cllr New
- (i) South Petherton in Bloom (SPIB)
- (j) Blake Hall – Cllr Salway
- (k) South Petherton Relief in Need Charity (SPRINC) – Cllr Raikes
- (l) Community Land Trust (CLT) – Cllr Chitty

- (m) Library / LIC / Community Hub – Cllr Elliott
- (n) Mere Lynches – Cllr Brace
- (o) Youth – Cllr New & Cllr Hodson-Wright
- (p) MTIG – Cllr Chitty, Cllr Spiers & Cllr Swainson

- 1.12 Other business referred to the Clerk**
- 1.13 Date of next meeting – Monday 7th February 2022**
- 1.14 Exempt session – Exclusion of the Press and 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 and 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.