

**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.

**Friday 29<sup>th</sup> May 2022**To all members of **South Petherton Parish Council**

You are summoned to attend the **Annual Meeting of South Petherton Parish Council** to be held at **South Petherton Junior School** on **Monday 9<sup>th</sup> May 2022 at 7pm** when the following business will be transacted.

Yours faithfully

**Kate Alford**  
**Parish Clerk****7pm – 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.

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**5.1 To elect a Chairman****5.2 To receive the Statutory Declaration of Office for the Chairman****5.3 To receive any apologies for non attendance****5.4 To receive any declarations of interest****5.5 To elect a Vice Chairman****5.6 To elect members to the following committees:****a) Planning**

- b) Open Spaces
- c) Finance & General Purposes

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

- a) Allotments & Whitfield Lane
- b) Cemetery
- c) Footpaths & Bridleways
- d) TWIG
- e) Roads & Transport
- f) Recreation Ground/SPRUG Liaison
- g) TA13
- h) South Petherton in Bloom
- i) The William Blake Memorial Hall
- j) South Petherton Relief in Need (SPRINC)
- k) Community Land Trust (CLT)
- l) Library & LIC
- m) Mere Lynches
- n) Youth Provision
- o) Market Towns Investment Group (MTIG)

**5.8 To review and adopt the Council's Standing Orders & Financial Regulations**

**5.9 To review and adopt the Council's Code of Conduct**

**5.10 To review and adopt the Council's Corporate Policies**  
Appendix i

**5.11 To review and adopt the Council's Investment Strategy**

**5.12 To review & adopt the Council's Risk Assessment**

**5.13 To review & adopt the Council's Asset Register**

**5.14 To review the Council's Insurance Policy and Schedule**

**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
- b) NatWest
- c) Bath Building Society

**5.16 To review & confirm the budget for 2022/2023**

**5.17 To re-appoint the Clerk as the Council's Responsible Financial Officer**

**5.18 To resolve to re-adopt the General Power of Competence for South Petherton Parish Council as it meets the criteria for eligibility as defined in the Localism Act 2011 and SI965 The Parish Council's (General Power of Competence) (Prescribed Conditions) Order 2012.**

**5.19 To re-affirm acceptance of The Audit and Accountant Regulations 2015 (SI 2015 No 234)**

**5.20 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**

**5.21 To re-affirm that the Parish Clerk may use all of the electronic methods available to her when circulating documentation to the council members.**

**5.22 To confirm the receipt of all re-elected updated Members Register of Interests forms**

- 5.23 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. (31st March 2022)
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Break for Planning Committee Meeting – to commence no earlier than 7.30pm.

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- 5.24 To receive and approve the Minutes of the Parish Council Meeting held on Monday 7<sup>th</sup> March 2022
- 5.25 Resolution updates
- 5.26 Chairman's Announcements
- 5.27 Reports
- a) Somerset Association of Local Clerks (SALC)
  - b) Councillors
  - c) Chairman
  - d) Village Agent
  - e) Reach Youth
  - f) Avon & Somerset PCSO
  - g) Jubilee Working Group
- 5.28 Resolutions
- 1. To consider filling the remaining one vacancy on South Petherton Parish Council by co-option.
  - 2. To discuss the allocated budget for the Jubilee celebrations and to confirm any increase to this budget.
  - 3. To resolve to renew the contract with SSDC for the Village Ranger and to specify any additional jobs that are required to be undertaken by this role.
  - 4. To consider the Grant application received by South Petherton Folk Festival.
  - 5. To resolve to renew the contract for the defibrillator at South Petherton Pavilion for the next 4 years at a cost of £1800.00 excluding VAT.
  - 6. To consider the LGA Model Code of Conduct, issued on behalf of all five Somerset Councils from the Monitoring Officer at Sedgemoor District Council.
  - 7. To resolve to fund 50% (£2,640 excl VAT) of path extension from the MUGA to the Scout Hut, with the other 50% being supplied by SSDC grant funding.
- 5.29 Finance & General Purposes Committee
- (a) To note the following items of expenditure and approve payments for March & April 2022  
Ref Appendix ii & iii
  - (b) To receive the financial reports to the year end 31<sup>st</sup> March 2022.
- 5.30 Planning Committee
- a) To receive & note the minutes of the Planning Committee decisions made on 4<sup>th</sup> April 2022.
- 5.31 To receive any additional information on the following:
- a) Allotments and Whitfield Lane
  - b) Cemetery
  - c) Footpaths and Bridleways
  - d) TWIG
  - e) Roads & Transport
  - f) Recreation Ground/SPRUG
  - g) TA13
  - h) South Petherton in Bloom (SPIB)
  - i) Blake Hall
  - j) South Petherton Relief in Need Charity (SPRINC)
  - k) Community Land Trust (CLT)
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- l) Library / LIC / Community Hub
- m) Mere Lynches
- n) Youth
- o) MTIG

**5.32 Other business referred to the Clerk**

**5.33 Date of next meeting – June 6<sup>th</sup> 2022 at The Blake Hall**

