



SOUTH PETHERTON PARISH COUNCIL

Clerk to the Parish **Kate Alford**

South Petherton Parish Office

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Public Session

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

CLr 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.

CLr 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 at South Petherton Junior School on Monday 9th May 2022 when the following business was conducted.

PRESENT Councillors A Dance, L Baker, T New, B Elliot, B Swainson, C Bragg, N Wakely, D Hodson-Wright, B Chitty, K Jones, J Hodge, S Carp & S Spiers, together with the Parish Clerks Mrs K Alford & R Swift.
1 member of the public was also in attendance.

5.1 To elect a Chairman

CLr Dance was proposed as Chairman by CLr New, seconded CLr Jones, all in favour
CLr Dance accepted.

5.2 To receive the Statutory Declaration of Office for the Chairman

CLr Dance signed and stated his Declaration of Office for the Chairman.

5.3 To receive any apologies for non attendance

CLr Salway – apologies accepted

5.4 To receive any declarations of interest

None

5.5 To elect a Vice Chairman

CLr Wakely was proposed by CLr New, seconded by CLr Elliott, all in favour
CLr Wakely accepted.

5.6 To elect members to the following committees:

The following members were appointed to the council's committees:

a) Planning

CLr Ben Swainson
CLr Tony New
CLr Hodson-Wright
CLr Stephen Carp
CLr Bryan Chitty
CLr Nick Wakely

b) Open Spaces

CLr Jenn Hodge
CLr Ben Swainson
CLr Kath Jones
CLr Tony New
CLr Stephen Carp
CLr Nick Wakely
CLr Steve Spiers

c) Finance & General Purposes

Cllr Claire Bragg
Cllr Jenn Hodge
Cllr Tony New
Cllr C Salway
Cllr Bryan Chitty
Cllr Stephen Carp
Cllr Nick Wakely

5.7 To propose representatives to the following areas of parish business:

The following members were appointed to represent the following areas of parish business:

- a) **Allotments & Whitfield Lane** – Cllr Jones & Cllr Chitty
- b) **Cemetery** – Cllr Wakely
- c) **Footpaths & Bridleways** – PPLOs Cllr Wakely and Mr N Kinsman
- d) **TWIG** – Cllr Jones & Cllr Hodson-Wright
- e) **Roads & Transport** – Cllr Chitty
- f) **Recreation Ground/SPRUG Liaison** – Cllr New, Cllr Swainson & Cllr Carp
- g) **TA13** – Cllr Spiers
- h) **South Petherton in Bloom** - Clerks
- i) **The William Blake Memorial Hall** – Cllr Salway
- j) **South Petherton Relief in Need (SPRINC)** – Cllr Baker
- k) **Community Land Trust (CLT)** – Cllr Chitty
- l) **Library, LIC, Community Hub** - Cllr Elliott
- m) **Mere Lynches** – Cllr Jones & Cllr Salway
- n) **Youth Provision** – Cllr New, Cllr Hodson-Wright, Cllr Baker
- o) **Market Towns Investment Group (MTIG)** – Cllr Spiers, Cllr Swainson, Cllr Chitty

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

Reviewed and adopted
Proposed Cllr Chitty, seconded Cllr Carp, all in favour

5.9 To review and adopt the Council’s Code of Conduct

Reviewed and adopted
Proposed Cllr Jones, seconded Cllr New, all in favour

5.10 To review and adopt the Council’s Corporate Policies

Reviewed and adopted
Proposed Cllr Chitty, seconded Cllr New, all in favour

5.11 To review and adopt the Council’s Investment Strategy

Reviewed and adopted
Proposed Cllr Bragg, seconded Cllr Wakely, all in favour

5.12 To review & adopt the Council’s Risk Assessment

Reviewed and adopted
Proposed Cllr Dance, seconded Cllr Spiers, all in favour

5.13 To review & adopt the Council’s Asset Register

Reviewed and adopted
Proposed Cllr Bragg, seconded Cllr Wakely, all in favour

5.14 To review the Council’s Insurance Policy and Schedule

Reviewed and agreed
Proposed Cllr Chitty, seconded Cllr Wakely, 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**
- b) **NatWest**

c) Bath Building Society

Reviewed and approved

Proposed Cllr Dance, seconded Cllr New, all in favour

5.16 To review & confirm the budget for 2022/2023

Reviewed and confirmed

Proposed Cllr Dance, seconded Cllr New, all in favour

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

Resolved to reappoint the Clerk in this role

Proposed Cllr New, seconded Cllr Jones, all in favour

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.

Resolved to readopt the General Power of Competence

Proposed Cllr Dance, seconded Cllr New, all in favour

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

Resolved to accept the Regulations

Proposed Cllr Chitty, seconded Cllr Bragg, all in favour

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

Resolved to re-adopt the Publication Scheme

Proposed Cllr Hodge, seconded Cllr Jones, all in favour

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.

Confirmed

Proposed Cllr Hodge, seconded Cllr New, all in favour

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

The Clerk reiterated the responsibility of each councillor to complete and return their Members Register of Interest forms within the legal timescales.

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)

Resolved to re-appoint Mrs Bowen and confirmed recommendations have been implemented

Proposed Cllr Bragg, seconded Cllr Elliott, all in favour

Break for Planning Committee Meeting – to commence no earlier than 7.30pm.

5.24 To receive and approve the Minutes of the Parish Council Meeting held on Monday 7th March 2022

Received and approved

Proposed Cllr New, seconded Cllr Chitty, all in favour.

5.25 Resolution updates

Received. No queries/updated from Councillors.

5.26 Chairman's Announcements

None

5.27 Reports

a) Somerset Association of Local Clerks (SALC) – new training courses available

b) Councillors

- Cllr Chitty – Allotment mowing between field/allotment

- Cllr Hodge – damage to minibus / will provide rental report for June’s meeting
- Cllr Spiers – grass cutting responsibilities – Silver Street/Prigg Lane
- Cllr Elliott – Volunteers needed for Library surgeries.

c) **Chairman**

d) **Village Agent**

e) **Reach Youth**

f) **Avon & Somerset PCSO** – will request attendance at further meetings.

g) **Jubilee Working Group** – continuing with plans for the events in June.

5.28 Resolutions

1. **To consider filling the remaining one vacancy on South Petherton Parish Council by co-option.**

Agreed to fill the vacancy by co-option in line with the District Councils guidelines.

2. **To discuss the allocated budget for the Jubilee celebrations and to confirm any increase to this budget.**

Resolved to agree to increase the Jubilee budget by £500

Proposed Cllr Dance, seconded Cllr New, all in favour with 1 abstention

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.**

Resolved to renew the contract for the Village Ranger

Proposed Cllr Jones, seconded Cllr Wakely, all in favour

4. **To consider the Grant application received by South Petherton Folk Festival.**

Resolved to agree the grant for South Petherton Folk Festival for £950.00

Proposed Cllr Jones, seconded Cllr New, all in favour

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.**

Resolved to renew the contract for the Pavilion defibrillator

Proposed Cllr new, seconded Cllr Elliott, all in favour

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.**

Considered and no comments made.

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.**

Resolved to fund £2460 to for a path extension in the Recreation ground.

Proposed Cllr Hodge, seconded Cllr Spiers, all in favour

5.29 Finance & General Purposes Committee

(a) To note the following items of expenditure and approve payments for March & April 2022

Noted and agreed.

(b) To receive the financial reports to the year end 31st March 2022.

Deferred until June 6th meetings.

5.30 Planning Committee

a) To receive & note the minutes of the Planning Committee decisions made on 4th April 2022.

Received and noted.

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)**

l) **Library / LIC / Community Hub** – Update and report on Community hub progress and possible future options.

m) **Mere Lynches**

n) **Youth** - Youth Parish Council set up and running – to be invited to future meetings.

o) **MTIG**

5.32 **Other business referred to the Clerk**

5.33 **Date of next meeting – June 6th 2022 at The Blake Hall**
