



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

Tel: 01460 241002 E-Mail: clerk@southpethertonparishcouncil.gov.uk

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.

Monday 30th October 2023

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

You are summoned to attend a **meeting** of **South Petherton Parish Council** at the William Blake Memorial Hall **on Monday 6th November 2023** no earlier than **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 Somerset Councillors

The Somerset 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.

9.1 To receive and agree any apologies for non attendance

9.2 To receive any declarations of interest

9.3 To receive and approve the minutes of the meeting of the Parish Council from 2nd October 2023.

9.4 Clerk updates

- Resolution updates

- Recreation Ground gate.
- Remembrance Day
- Christmas trees – volunteers
- Christmas Lights - storage
- Village Ranger – Parish Maintenance

9.5 Chairman's Announcements.

9.6 Reports

- (a) Somerset Association of Local Councils (SALC)
- (b) Councillors
- (c) Village Agent
- (d) Reach Youth
- (e) Avon & Somerset PCSO

9.7 Resolutions

- (1) To resolve to appoint Bridget Bowen as the Council's internal auditor and to accept the Terms & quote provided for the financial Year 2023/24.
- (2) To review and resolve to agree the new paperwork which the Parish Council is responsible for with regards to South Petherton Allotment Society – this being;
 - a) Letter of Understanding
 - b) Allotment Rules
 - c) Tenancy Agreement
 - d) Map of allotments
 - e) Grass cutting areas
 - f) Allotment Society Constitution (for info only – Allotment Society)
- (3) To resolve to site a bench in the Community Woodland (bench already purchased with funds from grants)
- (4) To resolve to make a claim against the South Petherton Youth Club Charity for dilapidations (failure to comply with their repairing obligations).
- (5) To resolve to make a decision regarding the funding application from Citizens Advice.

9.8 Finance & General Purpose Committee

- (a) To note & agree the items of expenditure and approve payments for October 2023
- (b) Update on budget setting process for 2024/25.

9.9 Planning Committee

To receive & note the minutes of the Planning Committee made on 2nd October & 7th August 2023

9.10 To receive any additional information (if any) on the following:

- (a) Allotments and Whitfield Lane – Cllr Jones
- (b) Cemetery – Cllr Wakely & Cllr Jones
- (c) Footpaths and Bridleways – PPOs Mr Nigel Kinsman & Cllr Wakely – Report received
- (d) TWIG – Cllr Jones & Cllr Hodson-Wright
- (e) Roads & Transport – Cllr Swainson
- (f) Recreation Ground/SPRUG – Cllr New, Cllr Swainson Cllr Steel & Cllr Carp
- (g) TA13 – Cllr Spiers
- (h) Blake Hall – Cllr Carp
- (i) Community Land Trust (CLT) – Cllr Hodson-Wright, Cllr Chitty & Cllr Elliott
- (j) Library / LIC / Community Hub – Cllr Elliott & Cllr Carp
- (k) Mere Lynchs – Cllr Jones
- (l) Youth – Cllr New & Cllr Steel
- (m) Patient Participation Group (PPG) – Cllr Steel & Cllr Baker
- (n) Local Community Review updates – Cllr Steel, Cllr Carp & Cllr Chitty

9.11 Other business referred to the Clerk

9.12 Date of next meeting – Monday 4th December 2023

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.