



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 28th May 2024

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

You are summoned to attend a meeting of **South Petherton Parish Council** on **Monday 3rd June 2024** at the **William Blake Memorial Hall** 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.

5.1 To receive and agree any apologies for non attendance.

5.2 To receive the Statutory Declaration of Office for the Chairman

5.3 To co-opt a new councillor onto South Petherton Parish Council.

5.4 To receive any declarations of interest.

5.5 To receive and approve the minutes of the Annual Meeting of the Parish Council from 9th May 2024.

5.6 Clerk updates:

- Resolution updates / Clerks report – June 2024

5.7 Chairman's Announcements.

5.8 To appoint councillors to Committees or as representatives for Parish Responsibilities

5.9 Reports:

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

5.10 Resolutions

- (1) **To receive the Parish Council's Financial Statement for the year ending 31st March 2024**
 - a) **To approve the Annual Governance Statement 2023/24**
 - b) **To approve the Annual Accounting Statements for 2023/24**
 - c) **To receive and agree the Internal Audit report**
 - d) **To set the date for the exercise of public rights**
- (2) **To review and adopt revised Standing Orders and Financial Regulations following NALCS re-issue of the model Financial Regulations in May 2024.**
- (3) **To review the survey received from Nigel Pearce regarding the Coke Memorial Methodist Church & the recommendations from the Community Hub Group, and to agree next steps.**
- (4) **To review the application for a new memorial at the cemetery and agree a way forward.**
- (5) **Following resolution 2.7(3) of the meeting in February 2024, with regards to the proposed development on the land at the top of Lightgate Lane (past the Recreation Ground).**
To review the costs quoted to obtain legal/land advice and to agree a budget to enable the council to obtain professional input to assist with any relevant decision making.
- (6) **To consider the grant application from the South Petherton Carnival Committee.**

5.11 Finance & General Purpose Committee

- (a) To receive and note the minutes of the Finance & General Purpose Committee made on 4th March 2024
- (b) To note payments made for May 2024 & to agree the items of expenditure and approve payments for June 2024.

5.12 Planning Committee

- (a) To receive & note the minutes of the Planning Committee made on 9th May 2024

5.13 To note the reports received on the following (if any):

- | | |
|--------------------------------------|-----------------------------|
| a) Allotments & Whitfield Lane | Cllrs Jones & Chitty |
| b) Cemetery | Cllrs Jones & Wakely |
| c) Footpaths & Bridleways | Cllr Wakely |
| d) TWIG | Cllrs Jones & Hodson-Wright |
| e) Roads & Transport | Not filled |
| f) Recreation Ground/SPRUG Liaison | Cllrs New & Carp |
| g) TA13 | Not filled |
| h) The William Blake Memorial Hall | Cllr Carp |
| i) Community Land Trust (CLT) | Cllr Hodson-Wright |
| j) Library, LIC & Community Hub | Cllrs Elliott & Carp |
| k) Mere Lynches | Cllr Jones |
| l) Youth Provision | Cllrs New & Baker |
| m) Patient Participation Group – PPG | Not filled |

5.14 Other business referred to the Clerk

5.15 Date of next meeting - Monday 1st July 2024 at The William Blake Memorial Hall.

5.11(b) Payments to be authorised 3rd June 2024

		Net	Vat	Gross
1. MACS Printing	TA13 - Printing Summer Edition	£ 6 20.00	£ -	£ 620.00
2. Somerset Council	Library Staffing Q4 2023/24	£ 3,731.82	£ 746.36	£ 4,478.18
3. The David Hall	TA13 - Delivery Summer Edition	£ 1 50.00	£ -	£ 150.00
4. Mrs K Alford	Office mobile / salary adjustment	£ 43.38	£ -	£ 43.38
5. MACS Printing	Signs for Churchyard/cemetery	£ 89.00	£ 17.80	£ 106.80
6. HMRC / Pensinsula	Pensions PAYE / Pensions	£ 1,950.22	£ -	£ 1,950.22
6. Scribe	Finance IT Support Package 24/25	£ 1,140.00	£ 228.00	£ 1,368.00
7. Play UK	Repair faults on Rec play equipment	£ 95.00	£ 19.00	£ 114.00
8. Reyland Properties	Library Rent adjustment	£ 5 62.50	£ -	£ 562.50

£ 8,381.92 £ 1,011.16 £ 9,393.08

Payments made in May 2024

Somerset Council	Library rates	£ 4 78.00	£ -	£ 478.00
Somerset Council	Cemetery Rates	£ 2 99.00	£ -	£ 299.00
Somerset Council	St James St Car park rates	£ 75.00	£ -	£ 75.00
Somerset Council	Lightgate Lane Car park rates	£ 1 00.00	£ -	£ 100.00
Somerset Council	Parish Office rates	£ 58.00	£ -	£ 58.00
EDF Energy	Library Gas	£ 43.70	£ 2 .30	£ 46.00
EDF Energy	Library Electricity	£ 51.30	£ 2 .70	£ 54.00
Reyland Properties	Library Rent	£ 2,062.50	£ -	£ 2,062.50
Barnstore	Parish Storage	£ 1 17.50	£ 23.50	£ 141.00
Biffa	Waste Removal	£ 73.17	£ 14.63	£ 87.80
Plusnet	Blake Hall Broadband	£ 18.00	£ 3 .60	£ 21.60
Merlin Telecomm	Parish Office telephone calls	£ 15.52	£ 3 .10	£ 18.62
OPUS Energy	MUGA Lights	£ 33.07	£ 1 .65	£ 34.72
HR Salaries	April 2024 salaries	£ 2,955.50	£ -	£ 2,955.50

£ 6,380.26 £ 51.48 £ 6,431.74

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. Recording must be clearly visible to anyone at the meeting.

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.

Please note that members of the public exercising their right to speak during Public Question Time may be recorded.