



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 September 2024

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

You are summoned to attend a meeting of **South Petherton Parish Council** on **Monday 7th October 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.

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 September 2024.

9.4 Clerk updates:

- Carnival /Fair/ Recreation Ground
- Tennis Club courts update
- Silt in Silver Street brook
- Resolution updates – October 2024

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
- (f) Community Hub Group

9.7 Resolutions

- (1) To review the draft Lease regarding the Parish Office, and to resolve to accept the new agreement going forward & proceed to completion.
- (2) To review the draft Lease regarding the Youth Building, and to resolve to accept the new agreement going forward & proceed to completion.
- (3) To note the end date for the Pitway allotment lease of 31/05/2025 with Council to contact tenant within last 6 months of the current lease to agree way forward.
- (4) To resolve to confirm the extension of the Village Agent contract with Community Councils for Somerset (CCS) until March 2027.
- (5) To resolve to engage Justin Robinson for up to 20 hours per week to provide consultancy and administrative support to the council while it recruits new staff members at rate of £30 per hour & 45p per mile for travel to and from meetings. To start from 8th October 2024.
- (6) To resolve for the Clerk to reduce their working hours to 7 hours per week from the 14th October 2024 to cover the RFO role while the council recruits new staff members.

9.8 Open Spaces Committee

To receive & note the minutes of the Open Spaces Committee made on 1st July 2024

9.9 Finance & General Purpose Committee

- (a) To note the conclusion of the External Audit for 2023/24.
- (b) To note payments made in September 2024 & to agree the items of expenditure and approve payments for October 2024.
- (c) To note the income, spending and Ear Marked Reserve figures to the end of 30th Sept 2024 (Q2)

9.10 Planning Committee

To receive & note the minutes of the Planning Committee made on 2nd September 2024

9.11 To note the reports recieved 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 Cllr Swainson
- f) Recreation Ground/SPRUG Liasion Cllrs New & Carp
- g) TA13 Cllr Spiers
- 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, Steel & Baker
- m) Patient Participation Group – PPG Cllr Steel

9.12 Other business referred to the Clerk

9.13 Date of next meeting - Monday 4th November 2024 at The William Blake Memorial Hall.

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.