



# 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 26<sup>th</sup> November 2024**

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

You are summoned to attend a meeting of **South Petherton Parish Council** on **Monday 2<sup>nd</sup> December 2024** at the **William Blake Memorial Hall** no earlier than **7.30pm** when the following business will be transacted.

Yours faithfully

**Kate Alford**

**Proper Officer/RFO**

### **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.

- 11.1 To receive and approve any apologies for non attendance.**
- 11.2 To receive any declarations of interests.**
- 11.3 To receive and approve the minutes of the meeting of the Parish Council from 4<sup>th</sup> November.**
- 11.4 Clerk updates:**
  - Office lease
  - Carol service – lesson reader required
- 11.5 Chairman's Announcements.**

## **11.6 Reports:**

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

## **11.7 Items for decision or that may require action**

- (1) To receive a verbal update from Tom Miller of LVA on the proposed development off Lightgate Lane. Council to then consider its response should further action be needed.**
- (2) To receive an update on progress with the Community Hub project and agree any actions that may be required.**
- (3) To appoint Cllr Killen to serve on the Finance and Open Spaces Committees.**
- (4) To consider a request from TWIG (Cllr Jones) to apply for a Somerset Rivers Authority flood mitigation grant and agree any actions.**
- (5) To consider what action is required regarding the future maintenance of the meadow at Whitfield Lane.**
- (6) To consider whether to request Somerset Highways to investigate what parking restrictions can be enacted to improve road safety outside the school.**
- (7) To consider and agree what action should be taken to prevent inappropriate parking in the disabled bay in the car park adjacent to the Co-op following concerns raised by a resident.**
- (8) To consider a request from a resident to address the lack of street lighting between Drove Close and Cobbetts Rise on North Street and agree any actions.**

## **11.8 Open Spaces Committee**

No matters to report.

## **11.9 Finance & General Purpose Committee**

(a) To note payments made in November 2024 & to agree the items of expenditure and approve payments for December 2024.

## **11.10 Planning Committee**

To receive & note the minutes of the Planning Committee held on 4<sup>th</sup> November 2024.

## **11.11 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                 | 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                  |

## **11.12 Other matters referred to Officers.**

**11.13 To resolve to exclude the press and public from the remainder of the meeting owing to the confidential nature of the business to be transacted (Staffing and contractual matters).**

**11.14 To receive a report from the recruitment panel and resolve to adopt any recommendations.**

**11.15 To agree the new template contract of employment for staff.**

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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.