



SOUTH PETHERTON PARISH COUNCIL

South Petherton Parish Office

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Public Session

A local resident spoke regarding the Methodist Chapel in Palmer Street, South Petherton which had recently been purchased by a childcare company. He said it was disappointing to see that they had not occupied the building yet.

The Director of REACH Alternative Education SW Ltd advised that they had held a Community Leaders group meeting the previous week which had been very successful and further meetings would be held. He advised that they were seeking to hold a one-off skate park opportunity during the summer holidays using a mobile lorry. This would be used to gauge local interest in a permanent skate park at the recreation ground and to re-launch the Youth Parish Council. He would be approaching the Parish Council for a grant towards the event.

Somerset Council Councillors

There were no Somerset Councillors in attendance.

The Minutes

Minutes of the Annual Meeting of the Parish Council Meeting held at the William Blake Memorial Hall, South Petherton on Wednesday 14th May 2025 when the following business was conducted.

PRESENT Councillors L Baker (from 8.10pm), C Bragg, S Carp, B Chitty, D Hodson-Wright, R Killen, T New, S Spiers, D Steel, B Swainson and N Wakely together with the Parish Clerk and Assistant Clerk.
6 members of the public were in attendance.

5.1 To elect a Chairman

Cllr Wakely was nominated by Cllr New, seconded by Cllr Steel, voting: 9-0-1.
Cllr Wakely accepted.

5.2 To receive the Statutory Declaration of Office for the Chairman

The Chairman signed and made the Statutory Declaration of Office.

5.3 To elect a Vice Chair

Cllr New was nominated by Cllr Swainson, seconded by Cllr Bragg, all in favour 10-0-0.
Cllr New accepted.

5.4 To receive any apologies for non attendance

Apologies for absence were received from Cllr K Jones, R Brown and A Dance

5.5 To receive any declarations of interest

There were no declarations of interest made.

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

One member of the public put themselves forward to be co-opted with application. Proposed and seconded Mr Andrew Baker received the majority vote, signed and stated his Declaration of Acceptance of Office and took his place on the council.

5.7 To approve the Minutes of the Annual Parish Meeting and the Parish Council Meeting and to receive and note the minutes of the Planning Committee meeting and the Open Spaces Committee meeting decisions held on Monday 7th April 2025

The minutes were approved as a correct record of the meetings and signed by the Chairman. Proposed and seconded 11-0-0.

5.8 To review and adopt appropriate standing orders (including the terms of reference for committees) and financial regulations.

Resolved to adopt

All in favour 11-0-0

5.9 To appoint members to existing committees:

- a) Planning – Cllrs A Baker, Carp, Chitty, Hodson-Wright, New, Swainson, Wakely
- b) Open Spaces – Cllrs A Baker, Carp, Hodson-Wright, Jones, Killen, New, Steel, Swainson, Wakely
- c) Finance & General Purposes – Cllrs Bragg, L Baker, Brown, Carp, Chitty, Dance, Killen, New, Wakely

5.10 To appoint representatives to the following areas of Parish responsibility:

- a) Allotments, Whitfield Lane Meadow & Mere Lynchs Cllrs K Jones & B Chitty
- b) Cemetery & Chapels Cllrs K Jones & N Wakely
- c) Footpaths & Bridleways PPLO Mr N Kinsman & Cllr N Wakely
- d) TWIG Cllrs K Jones & D Hodson-Wright
- e) Highways, Car Parks, Roads & Transport Cllr B Swainson
- f) Recreation Ground/SPRUG Liasion Cllrs T New & S Carp
- g) TA13 publication Cllrs S Spiers & L Baker
- h) The William Blake Memorial Hall Cllrs S Carp & A Baker
- i) Community Land Trust (CLT) Cllrs D Hodson-Wright & B Swainson
- j) Library & LIC Cllrs S Carp, R Killen & D Steel
- k) Youth Provision Cllrs T New, L Baker & D Steel
- l) Patient Participation Group – PPG Cllrs D Steel & R Killen
- m) Local Community Network (LCN) Cllrs D Steel & R Killen
- n) Community Flood Group Cllrs B Swainson, S Carp & S Spiers
- o) Village Agent Cllrs D Steel & R Killen

5.11 Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21); and 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

Reviewed and readopted. All in favour 11-0-0

5.12 Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Resolved to accept dates and times. All in favour 11-0-0

5.13 To review and adopt the Council's Code of Conduct

Reviewed and adopted. Voting: 10-0-2 (Two Councillors abstained as they were absent during the debate)

5.14 To review and adopt the Council's Investment Strategy

Reviewed and adopted. Voting: 10-0-2 (Two Councillors abstained as they were absent during the debate)

5.15 To review and adopt the Council's Risk Register

Reviewed and adopted. Voting: 10-0-2 (Two Councillors abstained as they were absent during the debate)

5.16 To review and adopt the Council's Asset Register

Reviewed and adopted. Voting: 10-0-2 (Two Councillors abstained as they were absent during the debate)

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

Resolved to re-appoint. All in favour 12-0-0

5.18 To note 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.

Noted and agreed.

5.19 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** Chairman, Vice Chairman, Chair of Planning and Finance and General Purposes
- (b) **NatWest** Chairman, Vice Chairman, Chair of Planning and Finance and General Purposes
- (c) **CCLA** Chairman, Vice Chairman, Chair of Planning and Finance and General Purposes

Reviewed and approved. All in favour 12-0-0

5.20 To receive and approve the report of the Internal Auditor and note recommendations raised.

- (a) To formally approve the internally audited accounts for 2024/25
- (b) To approve the Annual Return for the year ending 31 March 2025;
Section 1: to approve the Annual Governance Statements.
Section 2: to approve the Accounting Statements.
- (c) To authorise the signing of the Annual Return.
- (d) To note that the period of elector's rights will commence on Tuesday 03 June 2025 and finish on Monday 14 July 2025.
- (e) Note public notifications will be placed on noticeboards and the website.

The Clerk read out the 13 recommendations of the Internal Auditor and explained how these will be addressed. Clerk confirmed that all the relevant documents would be placed on Council noticeboards and the Council's website. Reviewed, signed and agreed. All in favour 12-0-0

5.20 To confirm the receipt of all Register of Interests forms

Reviewed and adopted. All in favour 12-0-0

5.21 Finance & General Purposes Committee

- (a) To note the items of expenditure and approve payments list

Noted and approved. All in favour 12-0-0

5.22 Item for decision – Cemetery memorial turning works – consider quoters (April meeting) A (£18,950 ex VAT), B (£10,649.32 ex VAT) & C (£6,870) insurances and guarantees & agree chosen contractor.

Following some debate on the height and type of kerbing to be used, it was resolved to ask the contractors of Quote B to re-quote using concrete kerbing. Voting 11-1-0

5.23 To receive any additional reports from Councillors

Cllr S Carp advised the William Blake Hall Annual General Meeting had been held on 28 April where questions had been raised regarding their lease with the Parish Council. He noted the Clerk was dealing with this. He advised the tennis club floodlights were being renewed on 16 June and the playing courts would be closed that day.

Cllr D Steel advised that the Patient Participation Group (PPG) had met that day and it had been noted there were some incidences reported with patient care and compassion. He noted there were some changes being made within Symphony and at the surgery.

Cllr R Killen noted that there were some issues for residents receiving their prescriptions from the chemist in the village as a pharmacist was not always on duty.

5.24 Other matters referred to officers

The Clerk updated Councillors on a letter of thanks to Reach for filling the hanging baskets as part of South Petherton in Bloom, various leases outstanding, changes to a direct debit for EDF Energy gas at the Library, the SID speed indicator, the new Scribe Cemetery and Allotment software and new email software.

5.25 Date of next meeting – Monday 2nd June 2025 at The William Blake Memorial Hall, South Petherton

Meeting closed at 8.57pm

Signed:

Dated: