

NOTICE OF FULL COUNCIL 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 October 2025

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

You are summoned to attend a meeting of South Petherton Parish Council on **Monday 3rd November 2025** at the **William Blake Memorial Hall, South Petherton** at **7.30pm** when the following business will be transacted.

Yours faithfully



Parish Clerk

7.30pm – Prior to the start of the meeting

Questions and comments from members of the public (limited to 15 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 Unitary Councillors

The Unitary 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.

Agenda

- 11.1 To receive and agree any apologies for non attendance.
- 11.2 To receive any declarations of interest.
- 11.3 To receive and approve the minutes of the meeting of 6th October 2025.
- 11.4 Councillor co-option.
- 11.5 Chairman's Announcements.
- 11.6 Items for debate and potential decision that may require action:
 - A) To confirm final tender for parish grass maintenance contract. Current contract ending 28.2.2026
 - B) To discuss and finalise the Parish Council budget and precept draft v3
 - C) To discuss and decide steps going forward on St James's Street car-park turning entrance planters
 - D) To confirm the appointment of new Councillors to Committees
 - E) To confirm increase in Clerk's scale point level and pay by one scale point after completing CiLCA as per Clerk's contract from 1st November (completed 15th October 2025)
 - F) To confirm next years Annual Play Inspection
 - G) To discuss and confirm a way forward with the land agent for potential Lightgate Lane land.
 - H) South Petherton Community Library Contract

11.7 Finance & General Purposes Committee:

- (a) To note the items of expenditure and approve the payments list
- (b) To note VAT Q2 submission
- (c) To note Q2 income, spending, reserves and VAT claim figures to end 30th Sept 2025
- (d) To note September 2025 all banks reconciliation
- (e) To note the report from the Folk Festival in response to the grant received from Parish Council

11.8 Planning Committee:

To note the last Planning Committee meeting minutes agreed by the Planning Committee.

11.9 To receive any additional reports from Councillors.

11.10 Other matters referred to officers.

11.11 Date of next meeting – 7.30 pm on Monday 1st December 2025 at The William Blake Memorial Hall.