



# SOUTH PETHERTON PARISH COUNCIL

South Petherton Parish Office  
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## 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.

### Monday 29<sup>th</sup> December 2025

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

You are summoned to attend a meeting of South Petherton Parish Council on **Monday 5<sup>th</sup> January 2026** 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.

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### Agenda

**01.1 To receive and agree any apologies for non attendance.**

**01.2 To receive any declarations of interest.**

**01.3 To receive and approve the minutes of the Parish Council meeting of 1<sup>st</sup> December 2025.**

**01.4 Chairman's Announcements.**

**01.5 Councillor co-option.**

**01.6 Items for debate and potential decision that may require action:**

A) Agree the quotation for yellow lining in Prigg Lane Car Park.

1: £750. + VAT

2: £1450 + VAT

3: £ declined to quote

B) Review and decide the contractor for the grass maintenance for 3 years.

1: £47,454.44

2: £73,722.00

3: £74,189.00

4: £100,554.00

C) Review deferred item (from December) of rental agreements

D) Review new IT policy and adopt subject to any amendments

E) Review and comment on draft action plan for SPPC

**01.7 Finance & General Purposes Committee**

- A) To receive and agree the minutes of the Finance Committee meeting held on 1<sup>st</sup> December 2025
- B) Note and agree payments list and note receipt list & note all banks reconciliation of Nov25
- C) Note Cllr Balfe has stepped down from the Finance and General Purposes Committee
- D) Note Unity and Biffa new charges

**01.8 Planning Committee**

To receive & note the minutes of the Planning Committee held on 1<sup>st</sup> December 2025.

**01.9 Items for noting**

The Local Boundary Commission for England consultation is extended until January 14<sup>th</sup> 2026

**01.10 To receive any additional reports from Councillors**

**01.11 Other matters referred to officers**

**01.12 Date of next meeting – Monday 2<sup>nd</sup> February 2026 at The William Blake Memorial Hall**