



North Petherton Town Council

Town Council Office, Small Hall, North Petherton Community Centre

Fore Street, North Petherton, Somerset, TA6 6QA

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Town Clerk: Miss Joy Norris MSc, ACG

Minutes of the Council meeting held on Monday 9th September 2024 starting on the 19:15hrs in The Small Hall, Fore Street, North Petherton, TA6 6QA

Present:

Chair: Councillor P Spencer

Town Councillors: D Baker, A Bradford, T Brown, S Habberfield, L Hyde, S Sharman, L Spelman-Ives, and J Taylor

In attendance

Miss J Norris (Town Clerk)

Mrs A Young (Admin Assistant)

Cllr B Revans – Somerset Council

3 members of the public attended the meeting

108/2024 Chair's Announcements

The Mayor told the meeting that on 30 August 2024 he had presented an Alfred Jewel award to Mondli Khumalo who has been a professional this season at North Petherton Cricket Club.

109/2024 Apologies for absence

Apologies for absence were received from Councillors Dennis and Herbert.

110/2024 Declarations of interest

No declarations of interest from Councillors and Officers were made at this stage of the meeting.

111/2024 Community Time

This agenda item provides an opportunity for members of the public to speak on matters on the agenda.

Speaker 1

The speaker asked what is happening with starting a Community Larder in North Petherton as she had started to sort some of the food but there seemed to be no other progress.

Cllr Hyde responded that this is not a Town Council project but is being done under the umbrella of the Community Centre. It is hoped to follow the model of a similar project in West Monkton.

Cllr Hyde will be arranging a meeting to discuss what needs to be done but attracting volunteers will be as a priority.

Speaker 2

The speaker provided a pack for councillors including photos and correspondence with Homes in Sedgemoor regarding parking difficulties in Baymead Lane for disabled and elderly residents.

The situation has got worse since the speaker moved in and now 99% of the properties have at least 1 car.

There is no facility for residents to charge electric cars or mobility scooters outside their homes.

The speaker has contacted Homes in Sedgemoor who are the managing organisation but has received a response that changes are not possible due to the financial implications.

The Speaker's proposal is that the car park where there is a dropped kerb in the (outside No 66) it is extended so that vehicles could then get to the bungalows and could potentially be parked directly outside the owners' home.

The speaker hoped to get the Town Council's backing to request Homes in Sedgemoor to do something about the parking situation.

Councillor Revans suggested that a site meeting is arranged with a housing officer to look at options and that include Councillors Revans and Bradford be invited.

It was also suggested that the speaker contacts the Homes in Somerset Management Committee direct to raise the difficulties and their proposed solution.

19.33hrs **RESOLVED** to adjourn the meeting for 5 minutes to enable Councillor Taylor to report on a recent meeting of the Drainage Board.

The meeting resumed at 19:42hrs.

112/2024 Minutes

Consideration was given to the draft minutes of the Council Meeting held on 29th July 2024

RESOLVED that the draft minutes of the Council Meeting held on 29th July 2024 be confirmed as a correct record.

113/2024 Somerset Council - Councillor Reports

Councillor Revans and Councillor Bradford provided information from the unitary authority which included:

- Budget reporting is currently showing a small overspend for this year; this is mainly because there are currently more children in residential care and the Council are reviewing the arrangements to try and improve efficiency and provide local care.

- Somerset Council will Imminently be running a foster carer campaign -any help from the Town Council to promote the campaign would be appreciated
- The staff re-structure is underway and the design should be completed by the end of the month
- “After-life” benches with QR codes for people to be able to access help with dealing with loss have some money for benches
- Financial difficulties for councils are a national problem – there are many others in similar situations to Somerset
- Disposal of assets is helping fund the staff re structure

114/2024 Road Safety

(i) Consideration was given to a recent contact with the Town Council regarding road safety matters; in particular:

- speeding in Rhode Lane, Huntworth, Moorland and Fordgate
- parking in Baymead Lane, the area surrounding Baymead Meadow, Schoolfields & Broadlands Avenue

Discussion on this agenda item included:

- Huntworth – will it be at the beginning or end of the project - Cllr Revans will find out
- Moorland – already has 30mph
- What does the school do about inconsiderate parking near the school
- Parking restrictions can just move the problem unless alternative parking is available
- Distance from home to school
- Writing to the head teachers of local schools asking to discuss their school transport plan and how the Town Council can get involved in encouraging active travel

(ii) to confirm the extent, locations and times being requested for new parking restrictions in Newton Road, North Petherton.

RESOLVED

- (i) that the extent of the requested new parking restrictions on Newton Road be as on the plan provided by Somerset Council and attached to these minutes as Appendix 1.
- (ii) That the restrictions apply for 24 hours, 7 days a week.

115/2024 Financial Regulations

Consideration was given to adopting revised Financial Regulations, based upon the recently published Model Regulations from the National Association of Local Councils (NALC).

RESOLVED to defer consideration of adopting new Financial Regulations to a future Council meeting.

116/2024 Sponsorship Policy

Consideration the adoption and implementation of a sponsorship policy

RESOLVED to adopt and implement the Sponsorship Policy as attached to these minutes as Appendix 2 (the policy as presented to Council with the addition of provisions for the Town Council reserving the right to withdraw from any sponsorship agreement)

117/2024 Sponsorship of North Petherton Carnival

Consideration was given to sponsoring North Petherton Carnival

Discussion on this agenda item included:

- Carnival is of benefit to local businesses
- Benefits local organisations and charities

RESOLVED

- (i) to provide sponsorship for North Petherton Carnival by making a contribution of £5000,
- (ii) the sponsorship agreement to comply with the policy agreed in Minute 116/2024 above
- (iii) that the sponsorship expenditure is met from the grant budget.

118/2024 2024/2025 Budget Adjustments and Virements

Consideration was given to changes to the allocated 2024/25 budgets.

The Chair of the Finance and Strategic Development Committee explained that it was possible to make some changes to the year's allocated budgets as there were unlikely to be any loan repayments to the Public Works Loan Board due to be made within the year. In addition, there was more clarity regarding the extent of services that were being devolved from Somerset Council.

RESOLVED to make the following virements

- (i) remove £15,000 from the budget for loan repayments
 - (ii) remove £61,000 from the budget for devolved services
- the above amounts to be used to do the following
- (iii) increase the budget for legal costs by £5000
 - (iv) increase the grant to North Petherton Playing Fields Trust by £30,000 – to be used for maintenance of the play equipment and grounds
 - (v) put £35,000 into an earmarked reserve for work to the Parker's Field Car Park
 - (vi) put £6,000 into an earmarked reserve for the work to provide the electricity supply on existing lighting columns for illuminated Christmas motifs

119/2024 Items for payment

Consideration was given to invoices received for payment.

RESOLVED to pay the invoices detailed in the table below:

Payee	Invoice Date	Invoice No	Net	VAT	Gross	information
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Water2business	29.08.2024	506633258 0	£422.99	£0.00	£422.99	public toilets 23.02.2024 - 29.08.2024
St Marys Church Rooms	25.06.2024		£96.00	£0.00	£96.00	August holiday - youth Club
Slashdotdash	08.09.24	INV-0390	£58.50	£0.00	£58.50	website updates
Slashdotdash	08.09.2024	INV-0391	£7.80	£0.00	£7.80	website update
Total			£518.99	£0.00	£518.99	
Direct Debits etc						
EE	15.08.2024	V02256673 363	£23.88	£4.78	£28.66	
Total			£542.87	£4.78	£547.65	
Payment Card (statement 02.09.2024)						
monthly fee			£3.00	£0.00	£3.00	September statement

120/2024 Exclusion of the Press and Public

RESOLVED to exclude the press and public during consideration of

- Agenda No 14 Alfred Jewel Awards on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (item includes personal information)

121/2024 Alfred Jewel Awards

Nominations for the Alfred Jewel Awards were considered.

RESOLVED

- (i) To acknowledge the 2 nominations that have been received and advise the persons making the nomination and the nominees that the awards ceremony is likely to be held in Mid-March 2025
- (ii) To extend the closing date for the receipt of nominations for the Alfred Jewel Awards so that a decision can be made about recipients at the November Town Council meeting.

The meeting closed at 20:52hrs

Newton Road, North Petherton - Extension of existing Double Yellow Lines by aprox 22metres as shown by yellow line



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Sponsorship Policy and Procedure

Approved by The Town Council 9 September 2024

This policy and procedure sets out the way in which the Town Council will deal with request to provide sponsorship and how the Town Council will go about seeking sponsorship for activities, events and equipment

Policy

1. In the context of this policy, sponsorship is a contribution, financial or in kind, to the costs involved in a project or activity in return for advertising:
2. **(a)** The Town Council may seek and accept offers of sponsorship **(b)** The Town Council may provide sponsorship
3. The Town Council will endeavour, where possible and appropriate, to work in partnership with local and national businesses to identify opportunities for sponsorship that will be of mutual benefit.
4. The Town Council will not enter into sponsorship agreements with any business which is in legal or financial conflict with the Council or which connects the Council with any political party or pressure group.
5. Sponsorship agreements must not be regarded by any business as a means of gaining favourable terms from the Town Council in relation to any of the Town Council's functions or activities.
6. The Town Council should only seek to enter into sponsorship agreements with businesses whose values, practices and products are not in conflict with any agreed Town Council policy, procedure or viewpoint.
7. The Town Council reserves the right to refuse any offer of sponsorship.
8. The Town Clerk will maintain a list of all sponsorship agreements.

Procedures

Ad Hoc Requests to Provide Sponsorship for a Town Council Project, Activity
e.g. sponsorship of bins, signs and equipment.

9. The Town Clerk will liaise with potential sponsors to establish the relevant information e.g. the nature of the sponsorship, location(s), proposed duration of the agreement
10. The sponsor is responsible for submitting a sign design for approval by the Town Council and obtaining the agreed signs
11. Before the proposal is considered by the relevant Committee, the Town Clerk will
 - check to ensure that the potential sponsor is not in legal or financial conflict with the Council
 - consult with the any appropriate organisation e.g trade body to determine whether the potential sponsor is known to operate in a manner that may be considered as prejudicial to the best interests of consumers or in breach of any trading standards legislation.

12. The relevant Committee will be consider the terms of the proposed sponsorship agreement e.g. locations, duration, size and type of sponsorship sign and decide the value and make recommendations to Council
13. The Town Council (full Council meeting) will decide whether or not to enter into the sponsorship agreement.
14. The Town Council is responsible for arranging the erection / display of the agreed signs

When the Town Council is seeking to obtain Sponsorship for a Town Council Project, Activity or Equipment

15. The relevant Committee should identify at the outset the sum which they are seeking to raise
16. The relevant Committee should determine any set parameters for the sponsorship agreement and which terms are open for negotiation
17. Information on Town Council projects seeking sponsorship will be available on the Town Council website. In cases where it is proposed that more than £10,000 should be raised from a sponsorship deal, additional steps may need to be taken to advertise the opportunity to potential sponsors (to meet Financial Regulations).
18. Before approaching potential sponsors the Town Clerk will
 - check to ensure that the potential sponsor is not in legal or financial conflict with the Council
 - consult with any relevant organisations to determine whether the potential sponsor is known to operate in a manner that may be considered as prejudicial to the best interests of consumers or in breach of any trading standards legislation.
19. The relevant Committee will consider the terms of any proposed agreement and make recommendations to the Town Council
20. The Town Council (full Council meeting) will decide whether or not to enter into the sponsorship agreement.

Town Council Providing Sponsorship or Support for Events or Activities e.g. market, carnival, festival

21. Opportunities exist for the Town Council to support local organisations, activities and events by making a contribution either financial or in kind. (Note: financial support may be through the Town Council's grant policy).
22. Before the proposal is considered by the relevant Committee, The Town Clerk will
 - check to ensure that the potential sponsor is not in legal or financial conflict with the Council

- consult with relevant organisations to determine whether the potential sponsor is known to operate in a manner that may be considered as prejudicial to the best interests of consumers or in breach of any trading standards legislation.
- 23.** The relevant Committee will consider the terms of any proposed agreement and make recommendations to the Town Council. As a standard part of the agreement, the recipient organisation must clearly state on all their literature and advertising that the event / activity is being supported by the Town Council.
- 24.** The Town Council (full Council meeting) will decide whether or not to enter into the sponsorship agreement.

Withdrawal from Sponsorship Agreements

- 25.** The Town Council reserves the right to withdraw from any sponsorship agreement, such withdrawal will be considered at a Town Council (full Council) meeting. Reasons for withdrawal include but are not limited to financial, legal or safety matters.