



## 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 24<sup>th</sup> March 2025 starting at 19:40hrs ( on the rising of the North Petherton Playing Fields Charitable Trust ) in The Small Hall, Fore Street, North Petherton, TA6 6QA

### Present

**Chair:** Councillor P Spencer

**Town Councillors:** D Baker, A Bradford, S Habberfield, L Hyde, K Power, S Sharman and J Taylor,

### In attendance

Miss J Norris (Town Clerk)

Mrs A Young (Admin Assistant)

1 member of the public attended the meeting.

### 36/2025 Chair's Announcements

The Chair announced that the loan application to the Public Works Loan Board was due to be submitted the next day. Cllr Bradford said he understood levelling works on the Wilstockhub site were due to start this week.

The town Clerk reported that the Rhode Lane Wanderers Junior Football Club had emailed to say thank you for the grant and inviting Councillors to visit.

### 37/2025 Apologies for Absence

Apologies for absence were received from Councillors Brown, Dennis, Herbert and Spelman-Ives.

### 38/2025 Declarations of Interest

The following Declaration of Interest was made:

- Councillor Taylor declared a personal interest in Agenda No 19 Ratification of General Purposes Committee Decision regarding Former Allotment Land at Fordgate, as he knows the current tenant.

### 39/2025 Community Time

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

Chair's Initials

### **Speaker 1**

The Speaker thanked the Councillors for the time and effort they put into their Councillor role for the benefit of the community.

### **40/2025 Minutes**

Consideration was given to the draft minutes of the Council Meetings held on 20<sup>th</sup> January 2025 and 3<sup>rd</sup> March 2025.

### **RESOLVED**

- (i) To confirm the draft minutes of the meeting held on 20<sup>th</sup> January 2025 as a correct record
- (ii) To confirm the draft minutes of the meeting held on 3<sup>rd</sup> March 2025 as a correct record

### **41/2025 Somerset Council - Councillor Reports**

The report from Councillor Bradford as a unitary authority Councillor representing the areas covered by North Petherton Town Council included the following matters of relevance to the area:

- Approximately 550 members of staff are to be made redundant, this will have an impact on service delivery
- Planning applications are taking a long time to process

### **42/2025 Reports from Representatives on Outside Bodies**

Reports were from Councillors regarding the Outside Bodies for whom they are the Town Council representative.

- (i) **Friends of North Petherton Library** -Councillor Hyde  
There have been a lot of successful events and activities in recent months and planning is well underway for a spring and summer programme.
- (ii) **North Newton Playing Fields** - Councillor A Bradford  
Everything is going well but as with so many clubs and committees it would be nice to have a greater number of younger people involved.
- (iii) **North Petherton Community Centre** – Councillor Hyde  
The Committee is working to enable the Community Centre to play a larger role in the community; at present there is on-going research into car park usage. The Town Council, the community centre and the Library Service have been co-operating regarding a health and safety audit conducted by Somerset Council.
- (iv) **Youth Club** – Councillors Denis and Hyde  
Councillors Dennis and Smith are due to meet with the youth club manager later in the week for a general update.

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- (v) **Quantock Hills Joint Advisory Committee** – Councillor Taylor  
The Committee links the groupings of visitors, businesses and residents. Councillor Bradford is the Vice-Chair of the Committee. One of the functions of the Committee is to assist with finding grants and drafting applications. Currently there is more emphasis on work and research regarding plants as opposed to animals with habitats in the Quantocks.
- (vi) **Somerset Association of Local Councils** – Councillor Habberfield  
Nothing to report.
- (vii) **Local Community Network (LCN)** The Mayor (as an ex officio appointment)  
**LCN Highways Working Group**  
A recent joint meeting with the Taunton LCN received a presentation and had a discussion about how the highways team deals with roads for new residential developments. It was agreed that if there is an application for a major development in a parish within the LCN the other LCN members will be invited to join discussions, e.g. if there is a large development planned in West Monkton, North Petherton will be invited to attend any meetings about it.
- LCN Youth Working Group**  
The LCN has been awarded a grant of £35,000 from the Somerset Association of Councils health and wellbeing fund for work with young people. The grant will be administered by West Monkton Parish Council (as they have the general power of competence). £17,000 of the grant will be spent in North Petherton  
As part of the project the BoomBox will be in North Petherton in the Easter holidays for 2 sessions each week of the holidays. The proposed locations are Wilstock / Stockmoor and the memorial park.
- (viii) **Footpaths Liaison** - Councillor Sharman  
Nothing to report.

**43/2025 Recommendation from the Finance and Strategic Development Committee**

Consideration was given to a recommendation from the Finance and Strategic Development Committee regarding the creation of Ear Marked Reserves.

**RESOLVED** that the following sums are transferred from the general fund to specific earmarked reserves:

- £50,000 for repair work to the cemetery chapels,
- £30,000 for Parker's Field car park,
- £5,000 for the creation and implementation of a resilience plan

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**44/2025 Invoices 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
SALC	07.02.2025	1019	£1,356.69	£0.00	£1,356.69	outstanding invoices from 2022
Jual	18.03.2025	111181	£46.98	£9.40	£56.38	Hi - Vis for GWB
NP Larder			£500.00	£0.00	£500.00	Grant
Rhode Lane Wanders			£2,000.00	£0.00	£2,000.00	Grant
Flower and Craft Show			£600.00	£0.00	£600.00	Grant
Friends of North Petherton Library			£100.00	£0.00	£1,000.00	Grant
North Newton Cricket Club			£1,000.00	£0.00	£1,000.00	Grant
Northmoor Drove Cttee			£5,000.00	£0.00	£5,000.00	Grant
Escape Hub			£500.00	£0.00	£500.00	Grant
Ed Ryan	20.02.2025	466	£48.00	£0.00	£48.00	Website update.
Ed Ryan	24.02.2025	476	£8.00	£0.00	£8.00	Website update.
Ed Ryan	07.01.2025	449	£7.80	£0.00	£7.80	Website update.
Grant to Playingfield Trust 24/25			£15,600.00	£0.00	£15,600.00	Minute 103/2024
Grant to Playingfield Trust 24/25			£30,000.00	£0.00	£30,000.00	Minute 11/2024
Taunton Tree Services	24.03.2025		£960.00	£0.00	£960.00	Allotments
NPPCT	27.01.2025	346	£16,721.62	£0.00	£16,721.62	maintenance 23/24
<b>Total</b>			<b>£74,449.09</b>	<b>£9.40</b>	<b>£75,358.49</b>	
<b>Other</b>						
Land Reg Land around Maunsel Lock C/Park	10.3.2025		£14.00	£0.00	£14.00	

**45/2025 Bank Mandate**

Consideration was given to the removal of Richard Ives and Luke Parchment (former Councillors) from the mandate for the Town Council's Unity Trust Current Account and the Town Council's Unity Trust Deposit Account

**RESOLVED** that Richard Ives and Luke Parchment are removed from the mandate for the Town Council's Unity Trust Current Account and the Town Council's Unity Trust Deposit Account.

**46/2025 Review of Internal Controls**

In accordance with best practice the effectiveness of the Town Council's internal controls was reviewed.

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**RESOLVED** to accept the content of the report

**47/2025 North Petherton, 30mph**

Consideration was given as to whether or not the Town Council supports a suggestion to extend the current 30mph speed limit on the southern side of the town (near the rugby club, so that it starts where the current 40mph restriction starts and the 40mph zone is removed)

**RESOLVED** to support the extension of the current 30mph speed limit on the southern side of the town (near the rugby club, so that it starts where the current 40mph restriction starts and the 40mph zone is removed).

**48/2025 Bleed Kits**

At the November 2024 Council meeting it was agreed to support the principle of providing bleed kits. Further information has now been obtained and Council is asked to agree the number of kits to be purchased and the locations.

Discussion on this agenda item included:

- There are bleed kits already located with the defibrillator at the Community Centre and at the Stockmoor shops

**RESOLVED**

- (i) to purchase 10 bleed kits
- (ii) that the purchase be funded from the grants budget
- (iii) that the Town Clerk has delegated authority to agree the locations for the bleed kits.

**49/2025 Review of Grant Policy**

The grants policy for 2025/2026 was reviewed.

**RESOLVED**

- (i) that the grants policy should be renamed "General Grants Policy and Procedure" (this is to differentiate it from other grants that the Town Council may from time to time make available for specific topics or events e.g. the Coronation, VE80th anniversary celebrations)
- (ii) that a new section is added to the policy about the amount of grant funding (% of total cost) which can be applied for
- (iii) that the limit of £250.00 for a 100% grant is retained
- (iv) that the advertising period for any grant round states is based on the following principle "there will be an period of at least 1 month from the application form being made available until the closing date for the receipt of completed application forms."

**50/2025 VE Day 8<sup>th</sup> Anniversary Celebrations**

A report from the Working Party on the proposed activities was received. The report included the following information:

- There are events planned throughout the week

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- In North newton the pub and the school are working together -the children will be making decorative bunting and the pub will provide them with jelly and ice cream
- There will be a vintage vehicle procession starting at the Harvest moon In North Newton and finishing at the North Petherton Memorial Park
- The Brownies, Guides and Scouts have bene contacted and asked to be involved
- It is intended to invite any veterans who live locally
- Consideration is being to given to a memorabilia display in the church or library

#### **51/2025      Exclusion of the Press and Public**

**RESOLVED** to exclude the press and public during consideration of:

- Agenda No 17 Council Office Accommodation - Lease, on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (legal advice and items subject to negotiation).
- Agenda No 18 The Small Hall Hire Agreement on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (item subject to negotiation).
- Agenda No 19 Ratification of General Purposes Committee Decision regarding former allotment Land at Fordgate on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (item subject to negotiation).
- Agenda No 20 Library Staffing Arrangements on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (item includes personal information).
- Agenda No 21 Salary Increments on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (item includes personal information).

#### **52/2025      Council Office Accommodation – Lease**

Acceptance of the lease for office accommodation at Junction 24 and the nomination of 2 Councillor signatories to the lease document.

#### **RESOLVED**

- (i) To accept the terms of the lease as circulated to Councillors
- (ii) that the lease should be signed by the Mayor and Deputy Mayor and witnessed by the Town Clerk

#### **53/2025      The Small Hall Hire Agreement**

Acceptance of the Hirers Agreement for the small hall and the nomination of 2 Councillor signatories to the hire agreement.

**Note:** *Councillor Baker declared a personal interest in this agenda item at this stage of the meeting, the interest being he is a trustee of North Petherton Community Centre*

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- (i) To accept the terms of the hirers agreement as circulated to Councillors
- (ii) that the hire agreement should be signed by the Mayor and Deputy Mayor

**54/2025 Ratification of General Purposes Committee Decision regarding Former Allotment Land at Fordgate**

Consideration was given to the ratification of the General Purposes Committee's decision to extend the current agricultural tenancy for 1 year.

**Note:** *in accordance with the declaration of Interest made at the beginning of the meeting (see Minute 38/2025 above) Councillor Taylor left the room.*

**RESOLVED** to ratify General Purposes Committee's decision to extend the current agricultural tenancy on the former allotment land at Fordgate for 1 year.

**55/2025 Library Staffing Arrangements**

Consideration was given to the library staffing arrangements and the Town Council's financial contribution for the staffing costs.

**Note:** *Councillor Baker declared a personal interest in this agenda item at this stage of the meeting, the interest being he is Vice-Char of the Friends of North Petherton Library.*

**RESOLVED** to support the employment of a Library Information Officer based on 16.5hours per week until 31 March 2026.

**56/2025 Salary Increments**

Consideration was given to the approval of salary increments to be paid with effect from 1 April 2025 in accordance with contracts of employment.

**RESOLVED** to award Amanda Young a salary increment with effect from 1 April 2025.

The meeting closed at 21:05hrs

Chair's Signature & Date