



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

Notice is hereby given that a meeting of North Petherton Town Council will be held on Monday 16th June 2025 at 19:15hrs in The Small Hall, North Petherton Community Centre, Fore Street, North Petherton TA6 6QA

All members of the Town Council are hereby summoned to attend the meeting.

The business to be transacted at the meeting is outlined on the Agenda below. Reports will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are very welcome to attend the meeting. Members of the public are invited to ask questions or raise issues relevant to North Petherton as part of the item on the agenda called Public Participation and are only be permitted to speak during that agenda item. The overall time available for the Public Participation agenda item is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously.

A handwritten signature in black ink, appearing to be "Joy Norris", written in a cursive style.

Joy Norris
Town Clerk
11th June 2025

Agenda

1. Chair's Announcements

2. Apologies for absence

To receive apologies for absence from Councillors unable to attend the meeting.

3. Declarations of interests

To receive any declarations of interest from Councillors and Officers in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

4. Community time –

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

5. Minutes

To consider the draft minutes of the Council Meeting held on 19 May 2025

6. Somerset Council - Councillor Reports

To receive reports, on any matters of relevance to the area, from the unitary authority Councillors representing the areas covered by North Petherton Town Council.

7. Recommendation from the Resources Committee

To consider a recommendation from the Resources Committee regarding the payment of grant monies to the North Petherton Playing Fields Charitable Trust

8. Items for payment

To consider and approve invoices for payment.

9. Strategic Plan – Progress Report

To receive a progress report on delivering the priorities stated in the Town Council's Strategic Plan

10. Future Infrastructure / S106 Schemes and Projects

To consider and approve the Town Council's initial wish list for developer contributions towards future infrastructure, schemes and projects.

11. 2024/2025 Accounting Statements & Governance Return Internal Audit Report

To consider the internal auditor's report.

12. 2024/2025 Annual Governance Statement

To consider the Town Council's response to the assertions on the 2024/2025 annual governance statement.

- 13. 2024/2025 Annual Accounting Statement**
To consider approving the 2023/2024 annual accounting statement.
- 14. Electors Rights**
To approve the timetable for the Notice of Electors rights.
- 15. Risk Register**
To consider and approve the Town Council's Business Processes Risk Register
- 16. Data Protection**
 - (i) To agree the Town Council's document retention schedule
 - (ii) To agree the Town Council's privacy notices
- 17. Safeguarding Policy**
To consider the adoption and implementation of a safeguarding policy
- 18. Local Government Boundary Commission for England (LGBCE) - A review of the number of councillors, divisions and division names for Somerset Council**
To consider the Town Council's response, if any, to the LGBCE review's draft recommendations pertaining to Somerset Council.
