



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

5

Notice is hereby given that a meeting of North Petherton Town Council will be held on **Monday 8th September 2025 on the rising of the North Petherton Playing Fields Charitable Trust Annual General Meeting** in The Small Hall, 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
3 September 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 28th July 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. Reports from Representatives on Outside Bodies

To consider the written reports received from Councillors regarding the outside bodies for whom they are the Town Council's representative.

- Friends of North Petherton Library - Councillor Hyde

8. Councillor Representatives

To appoint Council representatives to the following groups / organisations

- (i) an observer for the Moorland Village Hall Committee
- (ii) HPC Transport Forum

9. Management Committee Members - North Petherton Playing Fields Charitable Trust (NPPFCT)

The NPPFCT Constitution section 16 states that the management Committee shall include "*three members of the Council ("Councillors"), nominated by the Council, of whom the Council shall nominate one to be the Chairman of the Management Committee*"

- (i) To nominate 3 Councillors to sit on the NPPFCT Management Committee
- (ii) To nominate the Chairman of the Management Committee from the 3 Councillors nominated at (i) above.

10. Items for payment

To consider and approve invoices for payment.

11. Safeguarding Policy

To consider the adoption and implementation of a safeguarding policy

12. Complaints Policy & Procedure

To consider the adoption and implementation of a complaints policy and procedure

13. Recording of Meetings Policy

To consider the adoption and implementation of a recording of meetings policy.

14. Unauthorised Encampments Policy & Procedure

To consider the adoption and implementation of an Unauthorised Encampments Policy and Procedure.

15. External Audit Report

To consider the report of the External Auditor (please note this report has not yet been received but is due before 30 September 2025)

16. Earmarked Reserves

To confirm the provisions that have been made in the financial records as Earmarked Reserves

17. 2026/2027 Budget Guiding Principles

To agree any broad principles that should be taken into consideration as the budget for 2026/2027 is developed.

18. Local Transport Plan Consultation

To agree the Town Council's response, if any, to Somerset Council's Local Transport Plan Consultation ([Local Transport Plan 2025/26 - Somerset Council - Citizen Space](#) closing date 26 September 2025)

19. Grass Areas Adjacent to North Petherton Memorial Park

To consider making an approach to Somerset Council to explore the options for maintaining the grass verges outside the perimeter fence of the Memorial Park.
