



## North Petherton Town Council

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Town Clerk: Miss Joy Norris MSc, ACG

Notice is hereby given that a meeting of the Resources Committee of North Petherton Town Council will be held on Monday 20<sup>th</sup> October 2025 starting at 19:15hrs in the Small Hall, Fore Street, North Petherton. The agenda for the meeting is given below.

Members of the Resources Committee (Councillors Baker, Bradford, Brown, Herbert, Hyde, Spelman – Ives and Spencer) 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 Community Time and are only be permitted to speak during that agenda item. The overall time available for the Community Time 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.

Joy Norris  
Town Clerk  
14<sup>th</sup> October 2025

## Code of Conduct – Declarations of Interest

This flowchart is intended as an aide memoir for Members

Have you got an interest in any item on the agenda?

You have a **personal** interest in a matter if that matter affects the well-being or financial position of you, members of your family, or people with whom you have a close association, more than it would affect the majority of people living in the area covered by North Petherton Town Council  
A personal interest may be something you have declared on your Register of Interests form.

Is it a **personal** interest or a **personal and prejudicial** interest?

Personal and prejudicial interest

Personal Interest

You have a personal and prejudicial interest if:

- The matter affects your financial interests or that of another member of your household; and
- A member of the public, who knows the relevant facts, would reasonably think your interest is so significant that it is likely to prejudice your judgement of the public interest.

If you have a **personal** interest you must declare it at the meeting - either at the start of the meeting under the agenda item "Declarations of Interest" or at the start of the agenda item before discussion takes place. If you realise that you have an interest as the discussion develops you must declare it as soon as you can. To declare your interest you must state that you have a personal interest and state the agenda item. You need also to say what the interest is. If your interest is only **personal** you may speak and vote on the agenda item.

If you have a **personal and prejudicial** interest you must

- declare it either at the start of the meeting under the agenda item "Declarations of Interest" or at the start of the agenda item before discussion takes place. If you realise that you have an interest as the discussion develops you must declare it as soon as you can.
- You must leave the room whilst the item is discussed.

## Agenda

**1. Chairs Announcements**

The Chair will make any announcements pertaining to the Committee that are for information.

**2. Apologies for absence**

To receive apologies for absence from Councillors on the Committee who are unable to attend the meeting.

**3. Declarations of Interest**

To receive any Declarations of Interest

**4. Minutes**

To consider the draft minutes of the meeting held on 9<sup>th</sup> June 2025.

**5. Community Time**

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

**6. Authorisation of Payments**

To consider and approve invoices for payment

**7. Wilstockhub**

To receive an update on the Wilstockhub, including financial information, and consider any associated actions that may be required (including recommendations to Council)

**8. Grant applications**

To consider and determine grant applications:

- (i) Citizen's Advice Bureau contribution to providing general advice service in 2025-2026
- (ii) Bridgwater Lawn Tennis Club, to provide a coach to deliver taster sessions to local primary schools
- (iii) North Petherton Rugby Club –purchase of rhino rebel 3 junior scrum machine
- (iv) Womens Community Forum contribution towards the Rivers Festival 2026
- (v) Moorland & Fordgate Village Hall, contribution towards internal decoration and furnishings
- (vi) North Newton Village Hall for inclusive picnic benches and new serving hatch
- (vii) Friends of Wilstock & Stockmoor Country Park purchase of storage container and equipment

**9. Change of use for Grant – Rhode Lane Wanderers**

To consider a request from Rhode Lane Wanderers to change the use of a previously paid grant.

**10. Grant Updates**

To receive reports from previous grant recipients.

**11. Financial Monitoring**

To receive the financial monitoring information for the 25-26 financial year

**12. Bank Reconciliations**

- (i) To receive a report on the bank reconciliations for 01.01.25 – 31.03.2025 (Cllr Sharman)
- (ii) To nominate councillor(s) (who are not authorised bank signatories) to undertake the bank reconciliations for 01.04.2025 – 30.09.2025.

**13. Exclusion of the Press and Public**

To consider passing a resolution to exclude the press and public during consideration of

- Agenda No 14 ICT on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (commercial information & items subject to negotiation)
- Agenda No 15 printing / copying equipment on the grounds that publicity would be prejudicial to the public interest by reasons of its confidential nature (commercial information & items subject to negotiation)

**14. ICT Equipment, Security and Support**

To consider the purchase / lease of laptops for Councillors (including security, set-up, support and training)

**15. Printing / Copying equipment**

To consider a quotation for purchasing or leasing a printer / copier for the Town Council office.

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