



SEAVINGTON PARISH COUNCIL

Clerk to the Parish Sue Doble
E-Mail: clerk@seavingtonparishcouncil.gov.uk

NOTICE OF MEETING

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose. Although not a requirement to do so, prior notification to the Clerk by noon the previous Friday would enable a full response when appropriate to be given.

Members of the public will be able to participate informally from 6.30pm to allow discussion/comment of agenda items. Those wishing to address the Council during the meeting must make the Chairman aware of their intention before the meeting starts. Members of the public wishing to record the meeting are asked to notify the Chairman of their intentions so that the appropriate arrangements can be made.

Wednesday 15th April 2026

To: To all members of **Seavington Parish Council**

Ladies & Gentlemen:

You are summoned to attend a meeting of Seavington Parish Council to be held at **Seavington Millennium Hall**, on **Tuesday 21st April 2026 at 6.30pm** when the following business will be transacted.

Yours faithfully

Sue Doble

Clerk/RFO - Seavington Parish Council

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please note that members of the public exercising their right to speak during Public Question Time may be recorded.

Please note that this meeting will be recorded for minuting purposes.

6.30pm – Prior to the start of the meeting

Questions and comments from members of the public (limited to 20 minutes in total (3 minutes per person)).

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting The Seavington Parish's. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration.

Reports from Somerset Councillors (limited to 10 minutes in total)

The Somerset Councillors are invited to give short oral or written reports on matters affecting Seavington Parish. Members of the public, as well as Councillors, may ask questions or make comments on matters raised.

- 4014 To receive and agree any apologies for non-attendance:
- 4015 Declarations of Interest: E.g. Shop and Community Land Trust (CLT).
- 4016 To receive and approve the minutes of the Parish Council Meeting held on Tuesday 17th March 2026.
- 4017 Clerks Updates:
- 4018 Flood Warden/Village Flooding Updates:

4019 To receive updates on the Current Village Planning matters:

4020 Resolutions (Inc Planning – when applicable):

- A. To **DISCUSS** and **ELECT** a new Vice-Chairman.
- B. To **DISCUSS** and **ELECT** a new Ranger Liaison Officer.
- C. To **DISCUSS** and **RESOLVE** the storage of weedkiller, paint and any other substance used by the Ranger.
- D. To **DISCUSS** and **RESOLVE** the quotes received for the new Parish Council website.
- E. To **DISCUSS** and **RESOLVE** the Clerks Workplace Pension.
- F. To **DISCUSS** and **RESOLVE** the quote received for litter/dog bin emptying for the year 2026/27.
- G. To **DISCUSS** and **RESOLVE** the renewal of SALC membership and payment of their fees for the year 2026/27.
- H. To **RECEIVE** and **APPROVE** the Annual Accounts for the year 2025/26.
- I. To **RECEIVE** and **APPROVE** the Annual Internal Audit Report for the year 2025/26.
- J. To **RECEIVE** and **APPROVE** the Section 1 Annual Governance Statement for the year 2025/26.
- K. To **RECEIVE** and **APPROVE** the Section 2 Accounting Statements for the year 2025/26.
- L. To **RECEIVE** and **APPROVE** the Explanation of Variances – pro forma for the year 2025/26.
- M. To **RECEIVE** and **APPROVE** the Bank Reconciliation – pro forma for the year 2025/26.
- N. To **RECEIVE** and **APPROVE** the Confirmation of the Dates of the Period for the Exercise of Public Rights for the 2025/26.
- O. To **RECEIVE** and **APPROVE** the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return for the 2025/26.
- P. To **RECEIVE** and **APPROVE** the Asset Register for the 2025/26.
- Q. To **RECEIVE** and **APPROVE** the VAT which is to be reclaimed for the year 2025/26.
- R. To **RECEIVE** and **APPROVE** the Community Infrastructure Levy Annual Report for the year 2025/26.
- S. To **RECEIVE** and **NOTE** the Annual Accounts and Financial Report from the Seavington News for the year 2025/26.

4021 To receive any additional information (if any) on the following:

- A. SID's and Community Speed Watch – Cllr England
- B. Highways issues – Cllr Taylor
- C. Ranger Scheme - Cllr Reyland
- D. Village Footpaths - Cllr England
- E. Seavington Playing Field Association - Cllr Doble
- F. Seavington Community Shop & Café – Cllr Taylor
- G. LCN - Clerk
- H. Village Facebook Group – Cllr Small
- I. Chapter 8 Training - Clerk

4022 Finance Matters:

A. Balances:

Current Account: £
Savings Account: £
Reserves Account: £

B. To note the items of expenditure that have been pre-approvingly paid.

Invoice Date	Brief Description of Supply	Invoice No	Ranger	Grass Cutting Playing Field	Meeting Venue Hire	Bins	Insurance	Maintenance	Assets Purchased	Grants	Subscriptions	Payroll	Training	Audit	Misc	Website & Emails	Clerks Expenses	Clerks Wages	Clerks HMRC	SPFA Clerks Wages	Bank Charges	VAT	Total	Date Left Bank	
17-Mar-26	Lloyds Bank - Charges																					£4.25	£4.25	17-Mar-26	
18-Mar-26	Seavington Community Shop & Café																£0.83						£0.17	£1.00	18-Mar-26
18-Mar-26	Bertram Ltd - Printer Toner	SINC72494															£48.00						£9.60	£57.60	30-Mar-26
20-Mar-26	PrintMedia	INV-22325							£63.00														£12.60	£75.60	30-Mar-26
28-Mar-26	Mrs S Doble - Clerks Wages																						£258.45	£727.64	30-Mar-26
30-Mar-26	Somerset Council	32016973				£338.00																	£67.60	£405.60	31-Mar-26

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01-Apr-26	Seavington Millennium Hall	260404			£28.00																			£28.00	01-Apr-26
31-Mar-26	Parsons Landscapes Ltd	18700	£989.60	£738.60																			£345.64	£2,073.84	09-Apr-26
02-Apr-26	Parish Online	40UD093-0005														£250.00							£50.00	£300.00	09-Apr-26

C. To agree and note the items of expenditure and approve payments since the last meeting.

4023 Date of next Meeting: Tuesday 19th May 2026.