

**SOUTH CADBURY & SUTTON MONTIS PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH MEETING OF SOUTH CADBURY & SUTTON**  
**MONTIS PARISH COUNCIL HELD AT SUTTON MONTIS VILLAGE HALL**  
**Thursday 18<sup>th</sup> May 2023 at 19:30hrs**

Present - D Soper (Chair) M Toop (Vice Chair) M Semmons L Tabor J Griffiths Cllr P Cook  
C Toop (Parish Clerk) Ian Conway (public member)

**1. Apologies for absence**

Apologies received from Cllr Sarah Dyke

**2. To receive the minutes of the South Cadbury Annual Parish Meeting held on 18<sup>th</sup> March 2020 and confirm as a correct record**

The minutes of the South Cadbury Annual Parish Meeting held on 18th March 2020 were approved and signed as a correct record by the Chairperson. The Clerk reminded that Annual Parish Meetings must be held in May each year

**3. Parish Council Accounts for the year ended 31 March 2023**

The draft (unaudited) receipts and payments accounts for year ending 31st March 2023 were discussed, unanimously approved and signed by the Chairperson. It was noted that £4773.70 needs to be approved at the following full council meeting and paid to the Clerk when the new bank account is finalised for reimbursement of expenses paid on behalf of the Council and staff wages and mileage expenses for the year

**4. Somerset Councillors and Chairperson's report**

The Unitary Council report received from Cllr Dyke was previously circulated by email  
The Chairperson read the report attached

**5. Parish Reports**

Nothing to report

**6. Matters Raised by Members of the Public**

Cllr Griffiths advised that a third party report had been received that the property at Washingpool was severely affected by recent flooding. It was agreed that the Clerk will report to Wessex Water and Somerset Highways

**Meeting closed at 20.30**

Signed ..... Date .....

Minutes prepared by Cherry Toop (Parish Clerk) on 06/06/2023

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**SOUTH CADBURY & SUTTON MONTIS PARISH COUNCIL**

Chairperson's Report 2022/2023

It has been a difficult and challenging, yet successful year that has seen many changes at Parish, District and County Council level.

The former District and Somerset County Councils became a new Unitary Authority on 1<sup>st</sup> April 2023 now known as Somerset Council. This sadly saw the loss of Councillors Hayward Burt and William Wallace to whom we are very grateful for their steadfast work on behalf of our Parish Council over the years and we wish them well for their future. However we are very pleased to welcome Councillors Sarah Dyke and Nicola Clark who have embraced the challenge of their new roles and work very hard to progress escalated matters of concern in the Parish.

Our new Clerk, Cherry Toop has been met with many challenges and faced a steep learning curve in the absence of an appropriate handover from the previous Clerk. Having attended many SALC training courses to equip her with the skills and knowledge to perform her role it has highlighted many areas where the Parish Council in its administration has not been fully transparent or legally compliant. This was further highlighted during the internal audit and measures are now in place to address the concerns with support to the Clerk from the Internal Auditor to get the Parish Council back on track. To facilitate this the Parish Council is in the process of closing its existing bank account with HSBC and opening a Community Account with Nat West which has free software available to aid financial accounting and reporting. To ensure the smooth running of the Parish Council finance it has been necessary for the Clerk to make essential payments from her personal bank account this year for reimbursement when the new account is open .

Owing to the rise in gas and electricity charges and the cost of living crisis the Parish Council decided not to increase its Parish Precept this year to prevent food poverty or hardship to low income residents. In real terms this has seen a reduction of 5.19% in the actual amount of Parish Precept paid by residents.

Purchases this year have included a voice recorder for use at Parish Council meetings and an Eco-tank printer which will reduce the long term purchase of replacement ink cartridges. We have engaged the services of Western Web Ltd to provide a new website which has increased functionality and is much easier to maintain. It is very much a work in progress but we're getting there! A grant towards grass cutting has been made to South Cadbury Village Hall management committee and further donations will be made to support local community projects when the new bank account is finalised. We have also had 2 dog waste bins erected in Sutton Montis with regular collections which has successfully reduced the amount of dog dirt in and around the village.

The Clerk regularly reports matters of concern such as potholes and blocked storm drains needing attention. Over the last year there has been a contentious issue regarding the increased and excessive use of heavy goods vehicle traffic on the Sutton Road linking Sutton Montis with Queen Camel. The impact has caused severe damage to the road leading to large and dangerous potholes, collapsed verges, flooding, damage to vehicles and very serious concerns about compromised safety of all road users. The Parish Council has taken this very seriously; it has been discussed at many meetings and repeated reports made to the Planning Enforcement and County Highways teams. Our County Councillors are aware and raising our concerns at a higher level.

Please continue to raise any concerns you may have with the Clerk and we will do our best to address them on your behalf.

Currently we have 2 Parish Councillor vacancies that we are hoping to fill by co-option and welcome applications from anyone who may be interested.

David Soper  
Chairperson  
18/05/2023