

Clerk report – March 2024

Bank account update

HSBC – online banking has been approved however as dual control (2 authorisations required) was requested on the mandate the system is stuck in a loop as expecting 2 people to authorise adding the 2 online users to the account. HSBC has advised completing new mandate to remove dual control to get online users added then the primary user can add the additional authorisers and reinstate dual control

Nat West – still awaiting outcome of complaint. However have now been advise that as a parish council we are not eligible for the Community Account.

To comply with financial regulations need to have 2 signatories on financial transactions. Suggest we either stay with HSBC or apply for an account with Unity Trust Bank (which is sector specific) and has a better interest rate on savings account although monthly charge is £1 more

HMRC and Payroll

- Payroll is now in place with Natural Numbers who are making submissions to HMRC to advise of tax owed. Owing to delay in confirming amount with payroll some nominal interest has been charged for late payment. Cheque for £858.34 was posted 1st class on 15/0/2024 for amount confirmed as correct by payroll

Contract of Employment and Homeworking allowance

- It was approved at our November meeting that the clerk hours should be increased to 6 per week as it is impossible to get everything done in the current 3 hours a week. Of late there has also been lots of essential training and meetings to attend which has led to an increase in the hours. The new draft contract of employment is reattached based on the NALC model based on the 'green book' terms and conditions. This includes the homeworking allowance of £6 per week as set by HMRC. It would be more practical to approve the contract hours and homeworking office allowance in a schedule of payments with other regular expenditure at the start of the next financial year. The salary and homeworking allowance payments could be set up as standing orders to remove the need for chasing around to get payments authorised. Time sheets will still be kept and submitted for approval at meetings but with flexibility for extra hours worked during busy times to be carried over to quieter months to balance out the contracted hours. The Contract can then be reviewed again later in the year to see if the hours need readjusting

Defibrillator Grant Scheme

- Application for 2 defibrillators has been accepted and cheque posted for £1500 donation (50% funding). SWAST have been informed and are

supportive. They will assist with registering new units when received and removing contract units

Gov.uk domain

- NALC are still encouraging parish councils to move to a gov.uk domain. I have been in contact with our web host who advised he has been in communication with the Cabinet Office about this scheme, and his view is not going to work. We do not need to have a .gov.uk domain although the government would like us to have one, and they can make some money out of local councils who do sign up. If we wish to use a .gov.uk domain the charge will be £105 + VAT for 2 years, renewable for £55 every two years at current prices. The website can work with the .gov.uk domain and the original domain, at no extra cost, and email accounts can be similarly set up at no cost but we will have to log in with the new email .gov.uk email addresses. If we discontinue the .org.uk domain we will save on renewals (£25 + VAT every two years) but there is likely to be disruption to email and links from other websites.
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Local Community Network (LCN)

- next meeting 18th April 2024 in Queen Camel. Discussion at last meeting about impact of recycling centres closing. Also, update on roads and highways which encourage parish councils to join together for shared maintenance services

Village Nameplate

- Email sent to Cllrs Nicola Clark and Sarah Dyke with request to take up with Somerset Council as no reply received to reminder email sent 11/01/2024 requesting response to original sent 11/12/2023 enquiring costs

Police

- No report received since November, will send a copy of agenda and invite them to meeting and request a current report if unable to attend

Highways/Rights of Way

- Total of 31 potholes and blocked storm drains have been photographed in South Cadbury. Unfortunately need reporting individually as unable to report multiple incidents due to having to locate them on a map. Somerset Council has quickly repaired some potholes. Will continue to report when time allows. The storm drains are completely blocked in Compton Road and Church Road in South Cadbury with water continually cascading down the road causing erosion of the road surface

Internal audit 2023-2024

- I have approached Sally Palmer who has confirmed she is happy to audit our accounts again this year

Planning update

Applications requiring a response

1. **23/03227/S19 Stable Cottage Sutton Montis Road Queen Camel Yeovil Somerset BA22 7HF S73** - application to vary condition 2 (approved plans) to allow variation in the roof profile, in relation to planning approval 20/00745/LBC for Erection of new double garage and workshop and minor boundary alterations
2. **23/03108/S73 Stable Cottage Sutton Montis Road Queen Camel Yeovil Somerset BA22 7HF S73** application to vary condition 2 (approved plans) to allow variation in the roof profile, in relation to planning approval 20/00744/HOU for Erection of new double garage and workshop and minor boundary alterations

Previous applications

23/02977/HOU Corton Wood Farm Sutton Montis Road Sutton Montis Yeovil Somerset BA22 7HQ Demolition of existing garage and outbuilding and replacement with proposed extensions to existing dwelling and ancillary works **Refused**

23/03227/S19 Stable Cottage Sutton Montis Road Queen Camel Yeovil Somerset BA22 7HF S73 - application to vary condition 2 (approved plans) to allow variation in the roof profile, in relation to planning approval 20/00745/LBC for Erection of new double garage and workshop and minor boundary alterations **Approved**

23/03108/S73 Stable Cottage Sutton Montis Road Queen Camel Yeovil Somerset BA22 7HF S73 application to vary condition 2 (approved plans) to allow variation in the roof profile, in relation to planning approval 20/00744/HOU for Erection of new double garage and workshop and minor boundary alterations **Approved**

23/03165/FUL Meadow View Sutton Montis Road Queen Camel Yeovil Somerset BA22 7HQ Conversion of barn into one dwelling and ancillary works **Awaiting decision**

Payments to approve

- SALC invoice 2963 Data Protection Part 1 £35.00
- SALC invoice 2979 Data Protection Part 2 and Part 3 £70.00
- Sawscapes Play Ltd invoice 2145 £4024.61 (retrospective approval)
- London Hearts Donation reference 07287 £1500.00 (retrospective approval)
- Clerk salary back payment from 17/03/2022 to 31/01/2024 £2526.90 (retrospective approval)
- Clerk salary February 2024 £274.68 (retrospective approval)
- PAYE payment to HMRC £858.34 (retrospective approval)

Bank charges to note

- January £6.20
- February £5.00

Cherry

16/03/2024