

**SOUTH CADBURY AND SUTTON MONTIS  
PARISH COUNCIL**

**NOTICE OF FULL PARISH COUNCIL MEETING**

**Members of the Public and the Press are invited to attend all Council Meetings**

Although no prior notification is needed it would be helpful to let the Clerk know of any plans to film or record the meeting 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. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting and you are asked to act in a reasonable manner and not disrupt the conduct of meetings. Recording must be clearly visible to anyone at the meeting.

Dear Councillors,

You are hereby summoned to attend the following meeting:

**Meeting of... The Full Council: SOUTH CADBURY AND SUTTON MONTIS PARISH COUNCIL**

**Time... 19:30 hrs**

**Date... Thursday 18<sup>th</sup> January 2024**

**Place... Sutton Montis Village Hall**

Councillors will be discussing all the items listed on the Agenda.

Yours faithfully

*Cherry Toop*

Parish Clerk

11<sup>th</sup> January 2024

**AGENDA**

- PC 2024/01** To receive apologies for absence and to approve the reasons given
- PC 2024/02** **Declarations of interest** Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct
- PC 2024/03** To approve and sign as a correct record the minutes of the Extraordinary General Meeting held on Thursday 11<sup>th</sup> December 2023
- PC 2024/04** To receive an update about applications for the Casual Vacancy on the Parish Council and consider applications, if any for approval
- PC 2024/05** To receive the Clerk's report (circulated) and resolve actions from last meeting
- PC 2024/06** **Open session** for members of the Parish to speak. This is restricted to approximately 15 minutes in total, but shall be at the Chairman's discretion
- PC 2024/07** **Somerset Council Councillor update**  
1. Report circulated
- PC 2024/08** **Police update**
- PC 2024/09** **Local Community Network** To receive an update from the last meeting and resolve who should attend next meeting on 22<sup>nd</sup> February 2024

**PC 2024/10 Planning Updates and Applications**

1. To consider new planning applications received and resolve to submit comments where appropriate
  - a) **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
  - b) **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
2. To receive any update on outstanding applications  
**23/02977/HOU Corton Wood Farm Sutton Montis Road Sutton Montis Yeovil Somerset BA22 7HQ**

**PC 2024/11 Village Hall Committees**

To receive an update from representatives for

1. South Cadbury
2. Sutton Montis

**PC 2024/12 Highways and Rights of Way**

To receive any updates and resolve any actions arising

**PC 2024/13 Budget setting**

To approve budget for 2024/2025 [..\..\Budget\Budget 2024-2025.xlsx](#)

**PC 2024/14 Precept**

To resolve the precept for 2024/2025

**PC 2024/15 Biodiversity**

To consider action for biodiversity and agree a policy and objectives

**PC 2024/16 Emergency Plan**

To consider arrangements in the event of an emergency and resolve a contingency and emergency plan

**PC 2024/17 Community Review Project**

To consider if a Community Review is needed

**PC 2024/18 Training**

To approve any training requirements for clerk and councilors

**PC 2024/19 Contract of Employment**

To approve the revised contract of employment for the clerk

**PC 2024/20 Financial matters**

1. To receive an update of the bank balance and monthly charges
2. To consider and approve any payments since last meeting
3. To receive and approve Clerk timesheets for November and December 2023
4. To consider the email (circulated) regarding bus shelter maintenance

**PC 2024/21 Correspondence to be noted**

1. Defibrillators
2. Letters of thanks for donations

**PC 2024/22    Agenda items for next meeting**

**Date of next meeting 14<sup>th</sup> March 2024**

*Cherry Toop*

Cherry Toop (Clerk to Parish Council)

12<sup>th</sup> January 2024

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