

SOUTH CADBURY & SUTTON MONTIS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING OF SOUTH CADBURY &
SUTTON MONTIS PARISH COUNCIL HELD AT SUTTON MONTIS
VILLAGE HALL

Thursday 27th March 2025 at 19:30hrs

Present – Chairman David Soper (DS), Vice Chairman Mike Toop (MT), John Griffiths (JG), Mike Semmons (MS) and Peter Cook (PC), Liz Tabor
Also Cherry Toop (Parish Clerk)

1 members of the public was in attendance

The Chairman thanked everyone for attending and opened the meeting

Open Session - no items were raised during the open session

PC 2025/17 **Apologies** for absence were received from Cllr Nicola Clark and Martin Coombs

PC2025/18 MT declared an **interest** in agenda item PC2025/33

PC 2025/19 The **minutes** of the Council meeting held on 16/01/2025 were approved and signed by the chairman

PC 2025/20 It was resolved that the press and public shall be excluded from the meeting for Item PC 2025/33 by reason of the **Staff-in-Confidence** nature of the item in accordance with the Public Bodies (Admission to Meetings) Act 1960 s 1(2)

PC 2025/21 No applications for the **Casual Vacancy** on the Parish have been received. The vacancy will be promoted at the Annual Parish Meeting in May and continue to be advertised until the vacancy is filled

PC 2025/22 There were no actions arising from the **Clerk's report**

PC 2025/23 No Somerset Councillor was in attendance to provide update on Somerset Council

PC 2025/24 There were no new **Planning Applications** to consider

PC 2025/25 **Village Hall Committee updates**

1. South Cadbury

- a. MS asked for an update on speeding concerns. The Clerk advised she had met with the PCSO who suggested setting up a Community Speed Watch in the village and she is happy to attend a meeting to provide more information on the scheme.

- b. It was noted that HF Miles were not informed in advance that the electrician would be changing over the defibrillator. The Clerk advised that a safety certificate could not be issued due to a problem with the wiring, and this may invalidate the insurance in the event of an incident. The Clerk will liaise with the electrician and HF Miles to try and resolve the problem
2. Sutton Montis – no update available

PC 2025/26 Highways and Rights of Way

1. The Clerk advised John Nicholson is moving to a different area within Somerset Council Highways. She will liaise with the new person to discuss outstanding highways issues in the parish.
Items to report/outstanding
 1. Sign on slip road west of Chapel Cross
 2. Drain by Ireson House causing road subsidence
 3. Drains on Allotment Road incorrectly installed causing water to overflow and erode road surface forming potholes
 4. Finger post renovation
 5. Village signs for Sutton Montis
2. PC updated on Sutton Farm concerns and highlighted need for Ward Councillors to direct Somerset Council Planning team to take enforcement action. There is no highways comment in the planning consent on how the work would be carried out and nothing to indicate what the extent of the scheme would be with regards to the pond. PC will draft a response letter to the Ward Councillors and circulate to the working group for comment

PC 2025/27 Bleed kits were discussed but not supported due to low risk identified

PC 2025/28 The Litter Lotto Sticker Scheme was discussed but not supported due to low level of litter in the parish

PC2025/29 The Grant request from South Cadbury and Sutton Montis Village Hall for litter picking equipment was discussed. The Clerk advised at a recent Clerk Working Group meeting Somerset Council directed that nobody should undertake any form of maintenance of assets owned by Somerset Council including the highway or signs on it unless they have completed the online training which is currently under governance, and that activities such as litter picking should be parish-led in conjunction with Somerset Council. It was noted that Sutton Montis has a village litter pick planned for the weekend. The Clerk will inform the chairman of both village halls of the Somerset Council directive and request contact details for anyone willing to train to become a volunteer

PC 2024/30 The Annual Parish Meeting was discussed. It was agreed to be held in South Cadbury Village Hall and invite

1. PCSCO Amanda Ware

2. Somerset Councillors
3. Sarah Dyke MP

Agenda items to include promoting parish councillor vacancy and Community Speed Watch scheme. It was agreed that refreshments will be provided

PC 2025/31 The **Lithium Battery Campaign** was discussed but not supported and agreed it will not to be reconsidered as a future agenda item

PC 2025/32 Financial matters

1. The **bank balance** as at 28/02/2025 was £15982.60 and **monthly charges** for January £9.40 and February £5.40 were noted
2. The **bank reconciliation** as at 28/02/2025 was approved and signed by the Chairman and Clerk
3. **Clerk timesheets** for January and February 2025 were approved
4. The following **payments** were approved
 - a) Clerk salary January £398.58 and February £398.58
 - b) Invoice for defibrillator installation £125.00
 - c) Reimbursement to Clerk for Microsoft subscription £84.99

PC 2025/33 The Clerk and MT left the room whilst the **Clerk's performance** was reviewed. It was agreed to increase the Clerk salary by one spine point with effect from 01/04/2025 in line with the employment contract

Meeting closed 9.00 pm

Signed

Date