

SOUTH CADBURY AND SUTTON MONTIS PARISH COUNCIL

NOTICE OF 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 meetings:

Parish Council Meeting of SOUTH CADBURY AND SUTTON MONTIS PARISH COUNCIL

Time 19:30 hrs

Day Thursday 17th July 2025

Place Sutton Montis Village Hall

Councillors will be discussing all items listed on the Agenda

Yours faithfully

Cherry Toop

Parish Clerk

11th July 2025

AGENDA

PC 2025/54 To **RECEIVE** apologies for absence and to **APPROVE** the reasons given

PC 2025/55 Members to **DECLARE** any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct

PC 2025/56 To **APPROVE** and sign as a correct record, the minutes of the Annual Meeting and Full Council meetings held on 22/05/2025

PC 2025/57 To **RECEIVE** an update about applications for the Casual Vacancy on the Parish Council and **CONSIDER**, if any applications for approval

PC 2025/58 To **RECEIVE** the Clerk's report and resolve any actions arising

PC 2025/59 To **RECEIVE** the Somerset Councillors' reports and any update

PC 2025/60 **Planning**

1. To **CONSIDER** the following planning application received and **RESOLVE** to submit comments where appropriate
25/01412/FUL Castle Farm, South Cadbury Road, South Cadbury
Construction of a slurry tank and yard with associated groundwork, access and landscaping
2. To **RECEIVE** an update on previous planning applications
3. To **CONSIDER** application for proposed Fireside Certificated Site at The Priest's House, Sutton Montis, Yeovil, Somerset, BA22 7HE and **RESOLVE** to submit comments where appropriate

PC 2025/61 To **RECEIVE** an update from the Local Community Network (LCN) AGM and if appropriate agree who should attend the next meeting

- PC 2025/62 Highways and Rights of Way**
1. To **RECEIVE** any updates and resolve any actions arising
 2. To **RECEIVE** an update from the Sutton Farm Working Group
- PC 2025/63** To **RECEIVE** an update from Village Hall Committee representatives for
1. South Cadbury
 2. Sutton Montis
- PC 2025/64** To **RECONSIDER** if the parish council should move to a gov.uk domain name and **APPROVE** as appropriate
- PC 2025/65** To **CONSIDER** if the parish council should become members of CPRE (Campaign to Protect Rural England)
- PC 2025/66** To **DISCUSS** the appointment of a Bus Champion for the parish council to lead on local bus issues and be a point of contact with the Somerset Bus Partnership
- PC 2025/67** To **DISCUSS** Enhanced Highways Maintenance Pilot update and **NOTE** advice to Village Hall Committees
- PC 2025/68** To **CONSIDER** purchase of the Local Council Data Protection Toolkit service to assist in 2025/26 AGAR compliance with UK GDPR and the Data Protection Act
- PC 2025/69 Defibrillator**
1. To **DISCUSS** electricity supply to defibrillator in South Cadbury preventing issue of Small Works Certificate by electrician and agree resolution to ensure compliant with insurance for third party liability in event of an incident
 2. To **DISCUSS**, and if appropriate **APPROVE** purchase of paving slabs to position below South Cadbury defibrillator
- PC 2025/70** To **DISCUSS** email received regarding affordable social housing options and determine if a housing needs survey is required
- PC 2025/71** To **CONSIDER** any training requirements for the Clerk and councillors and **APPROVE** retrospective Clerk Code of Conduct training
- PC 2025/72** To **DISCUSS** Code of Conduct requirements for completion of General Notice of Registrable Interests
- PC 2025/73 Correspondence**
- To **CONSIDER** grant request for assistance with vegetation maintenance costs from South Cadbury Church
- PC 2025/74** To **ADVISE** reason for lack of response from councillors to Clerk emails sent 12/06/2025 and 29/06/2025 regarding lawful basis for withholding Clerk salary for 3 months
- PC 2025/75 Financial matters**
1. To **RECEIVE** an update of the bank balance and monthly charges
 2. To **CONSIDER** continued banking with HSBC following removal of £5 monthly account fee
 3. To **APPROVE** the bank reconciliation as at 30/06/2025 prior to signing by the Chairman and Clerk
 4. To **RECEIVE** and **NOTE** Clerk timesheets for April (deferred), May and June 2025
 5. Payments to **APPROVE**

- a) Clerk salary April £398.58 (deferred from last meeting)
 - b) Clerk salary May £398.58 and June £398.58
 - c) Home Office Allowance invoices for June £12.00 and July £12.00
 - d) Reimbursement to Clerk for parish council insurance £304.00
 - e) Reimbursement to Clerk for Annual Parish Meeting refreshment expenses £59.25
 - f) SALC invoice 2016 £25 Code of Conduct – Clerk
 - g) WesternWeb Ltd invoice 24987 Renewal of Cloud email account
 - h) Sally Palmer Internal Auditor invoice £175.00
6. To **RESOLVE** to approve schedule of payments for 2025-2026 (deferred from last meeting)

Date of next meeting 18th September 2025 at Sutton Montis Village Hall

Cherry Toop

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Parish Clerk

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