

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 18th September 2025

Place South Cadbury Village Hall

Councillors will be discussing all items listed on the Agenda

Yours faithfully

Cherry Toop

Parish Clerk

13th September 2025

AGENDA

PC 2025/79 To **RECEIVE** apologies for absence and to **APPROVE** the reasons given

PC 2025/80 Members to **DECLARE** any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct

PC 2025/81 To **APPROVE** and sign as a correct record, the minutes of the Full Council meeting held on 17/07/2025 and resolve any matters outstanding

PC 2025/82 To **APPROVE** and sign as a correct record, the minutes of the Extraordinary Meeting held on 27/08/2025 and resolve any matters outstanding

PC 2025/83 To **RECEIVE** an update about applications for the Casual Vacancy on the Parish Council and **CONSIDER**, if any, applications for approval

PC 2025/84 To **RECEIVE** the Clerk's report and resolve any actions arising

PC 2025/85 To **RECEIVE** the Somerset Councillors' reports and any update

PC 2025/86 To **RECEIVE** an update on previous planning applications

PC 2025/87 **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 2025/88 To **RECEIVE** an update from Village Hall Committee representatives for

1. South Cadbury
2. Sutton Montis

PC 2025/89 To **NOTE** the external auditor has received and logged the notification of exempt status for the year ended 31 March 2025 submitted for South Cadbury and Sutton Montis Parish Council

PC 2025/90 To **CONSIDER** any training requirements for the Clerk and councillors

PC 2025/91 **Correspondence**

1. To **CONSIDER** grant request of £30.00 towards Somerset Arts Week

PC 2025/92 **Financial matters**

1. To **RECEIVE** an update of the bank balance and monthly charges
2. To **APPROVE** the bank reconciliation as at 31/08/2025 prior to signing by the Chairman and Clerk
3. To **RECEIVE** and **NOTE** Clerk timesheets for July and August 2025
4. Payments to **APPROVE**
 - a) Clerk salary July £364.78 and August £390.88
 - b) Home Office Allowance invoices for August £26.00 and September £26.00
 - c) Reimbursement to Clerk for purchase of stamps £13.60
 - d) WesternWeb Ltd invoice 25110 Annual renewal of web space (with SSL Certificate for secure connection) and content management licence £96.00

Date of next meeting 20th November 2025 at Sutton Montis Village Hall

Cherry Toop

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Parish Clerk

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