

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 20th November 2025

Place Sutton Montis Village Hall

Councillors will be discussing all items listed on the Agenda

Yours faithfully

Cherry Toop

Parish Clerk

15th November 2025

AGENDA

PC 2025/96 To **RECEIVE** apologies for absence and to **APPROVE** the reasons given

PC 2025/97 Members to **DECLARE** any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct

PC 2025/98 To **APPROVE** and sign as a correct record, the minutes of the Full Council meeting held on 18/09/2025 and resolve any matters outstanding

PC 2025/99 To **APPROVE** and sign as a correct record, the minutes of the Extraordinary Meeting held on 21/10/2025 and resolve any matters outstanding

PC 2025/100 To **RECEIVE** an update about applications for the Casual Vacancy on the Parish Council and **CONSIDER**, if any, applications for approval

PC 2025/101 To **RECEIVE** the Clerk's report and resolve any actions arising

PC 2025/102 To **RECEIVE** the Somerset Councillors' reports and any update

PC 2025/103 To **RECEIVE** an update on previous planning applications

PC 2025/104 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 2025/105 To **RECEIVE** an update from Village Hall Committee representatives for

1. South Cadbury
2. Sutton Montis

PC 2025/106 To **RECEIVE** an update on Community Speedwatch

PC 2025/107 To **CONSIDER** the draft IT policy and **RESOLVE** to adopt if appropriate

PC 2025/108 To **CONSIDER** any training requirements for the Clerk and councillors and retrospectively approve Annual Governance Assertion 10 training for Clerk

PC 2025/109 To **CONSIDER** councillor request for Standing Order 15 b 1 to be amended from 3 clear days to 7 clear working days for the service of meetings summons and agenda

PC 2025/110 To **CONSIDER** draft budget for 2026/2027

PC 2025/111 Grants

To **CONSIDER** grants for the following organisations

1. Yeovil Town Council - refurbishment of the Octagon Theatre
2. St Thomas a Becket Church - vegetation maintenance of the churchyard
3. Holy Trinity Church Sutton Montis - vegetation maintenance of the churchyard
4. South Cadbury Village Hall - vegetation maintenance of the playing field
5. Sutton Montis Village Hall – hall maintenance costs
6. South Cadbury Village Hall - hall maintenance costs
7. Dorset & Somerset Air Ambulance
8. Citizens Advice Somerset
9. South Somerset Community Access Transport

PC 2025/112 Financial matters

1. To **RECEIVE** an update of the bank balance and monthly charges
2. To **APPROVE** the bank reconciliation as at 31/10/2025 prior to signing by the Chairman and Clerk and **NOTE** 20 pence is owed to the Clerk
3. To **RECEIVE** and **NOTE** Clerk timesheets for September and October 2025
4. To **CONSIDER** opening a business savings account with HSBC
5. To **CONSIDER** the agreed National Salary Pay Scales for 2025/2026 and **APPROVE** back payment of clerk salary from 01/04/2025
6. Payments to **APPROVE**
 - a) Clerk salary September £370.08 and October £370.08
 - b) Home Office Allowance invoices for October £26.00 and November £26.00
 - c) SALC invoice 2449 £25 Annual Governance Assertion 10 training

Date of next meeting 15th January 2026 at Sutton Montis Village Hall

Cherry Toop

Cherry Toop

Parish Clerk

Phone 01963 440384

E-mail: clerk@southcadburyandsuttonmontispc.org.uk

www.southcadburyandsuttonmontispc.org.uk