

Clerk report – January 2026

Updates from previous matters

1. **Defibrillator** - Chairman to update following conversation with H F Miles
2. **Community Speedwatch** – Coordinator still needed for scheme to progress

Casual Vacancy

To date no applications have been received

Unitary reports

Report for Hayward circulated, no report from Nicola currently available

Planning

One new application received 25/03076/HOU Castle Mead Sutton Montis Yeovil Somerset BA22 7HE Replacement of garage extension with new bedroom extension, extension to lounge area, external alterations and new detached garage/carport

Report has been updated as at 10/01/2026

Highways and Rights of Way

Potholes have been repaired on Church Road in South Cadbury
A303 slip roads have now been roughly patched

IT policy

Parish Councils Website and NALC policies circulated to consider for preferred adoption

WCAG 2.2 Level AA compliancy check

Email sent 27/12/2025 refers

Training

Reminder for Councillors who have not yet responded to advise the Clerk of their preferred date for refresher Code of Conduct training to be booked
Peter has requested to attend NALC Beyond the Precept training - £35

Standing Order amendments

NALC and SALC advice is that emboldened sections of Standing Orders should not be amended as they contain legal and statutory information. Clerk advice is that Standing Order 15 b 1 should therefore not be amended

Electric Vehicle Charging point

Email sent 23/12/2025 refers

VAT reclaim

Claim form posted recorded delivery to HMRC on 02/01/2026. Telephone call received from HMRC 09/01/2026 to confirm claim has been processed and full award of £1136.67 has been awarded and will be credited to the bank account in 2-5 working days. Details with unique reference number will be posted to enable future claims to be submitted online

HMRC PAYE

The amount **overpaid** to HMRC has now been recovered through PAYE owed on the Clerk's salary and monthly PAYE payments are now due

Budget and Precept 2026/2027

Revised budget circulated for consideration and approval prior to agreeing precept request

Banking

Balance as at 31/12/2025 £21785.65

Cheque fees November £1.20 and December £0.40

Payments to approve

- Clerk salary November £370.08 and December £463.58
- Home Office Allowance invoices for December £26.00 and January £26.00
- HMRC PAYE November £6.20 and December £58.40
- Reimbursement to Clerk
- Printer ink refills £27.79
- Printer paper £15.99
- Postage £10.56

Correspondence

Email received via the website from the Unpaid Work Operations Manager for the Probation Service following contact from a resident requesting assistance from a work group to help in clearing a pathway and drainage in South Cadbury

Cherry

10/01/2026