

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

Thursday 21st July 2022 at 19:30hrs

Present - D Soper (Chairperson) L Tabor J Griffiths
C Toop (Parish Clerk)

The Chairperson opened the meeting and advised all that the meeting is being recorded

PC 2022/35 To receive Apologies for absence and to approve the reasons given

Apologies received from Cllr M Toop, Cllr M Semmons and District Cllr H Burt

PC 2022/36 Declarations of interest Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct
None

PC 2022/37 To approve and sign as a correct record the minutes of the Extraordinary Council Meeting held on Thursday 16th June 2022

The minutes of the Extraordinary Council Meeting held on Thursday 16th June 2022 were approved and signed as a correct record by the Chairperson

PC 2022/38 Actions from previous meeting

- **PC 2022/30 Accounts for year ending 31st March 2022** discuss request for Certificate of Exemption
It was unanimously approved to request a Certificate of Exemption. The Clerk advised the accounts urgently need to be audited – agreed the Chairperson will ask either his brother or a colleague from his finance team to audit the accounts
- **PC 2022/31 New bank account update**
The Clerk updated that Santander in Yeovil no longer have a business account manager but have advised there are imminent plans for accounts to be opened online soon. However, as this is only available to existing customers it was suggested that as the Vice Chairperson already holds an account with them an account could be opened with the Chairperson, Vice Chairperson and Clerk as operators – unanimously approved
- **PC 2022/32 Rights of Way concerns update**
Cllr Tabor reported that she had spoken to the landowner who had agreed to maintain the bridle path by Montague House and she believes it has now been done. The clerk agreed to check and report back at next meeting
- **PC 2022/34**
- **(1) Website update**
South Cadbury Village Hall Committee has proposed that the Village website they are working on should be shared with the Parish Council. The intention is that it is not just for the hall but the whole village so it would be logical to combine with

the Parish Council site. This was discussed and unanimously agreed that as the Council serves both South Cadbury and Sutton Montis we want to keep it simple and separate, and manage it ourselves. The Clerk expressed concern about the delayed response when contacting the web host and the costs incurred when changes are needed. She referred to the Sparkford and North Cadbury websites which are very professional and reminded we are currently not publishing information we are legally required to. Agreed the clerk will contact the current host for an update and obtain a quote for a new website with the North Cadbury web host

- **(2) Tipping in Sutton Montis**

The Clerk read out an email received by Cllr Hayward Burt from the Planning team at SSDC which confirmed a report had been received regarding the dumping of waste next to a lagoon at Corton Wood Farm but made no mention of the lorries. It confirms an approved planning permission 20/02406/FUL and the work taking place around the lagoon/pond is permitted under the application but suggests the tipping of materials is to extend the driveway and the ponds which are similarly permitted. A visit will be arranged to confirm what is believed to be taking place. The construction and environment management has been checked and shows no restriction on lorries travelling through the village.

It was agreed the Clerk will reply to Cllr Burt to advise that lorries of an unprecedented level (probably in excess of 30 per day) from Sparkford and Yeovil are using the roads causing extensive damage and destroying the drainage ditches in Queen Camel which is likely to cause flooding in the winter. The concern is there is going to be a serious accident evidenced by the skid marks of burnt rubber on the road. Whilst the damage has been infilled with chippings it has resulted in little stones shooting across the road. Muckaway vehicles are removing waste from sites and allegedly the intention is to raise the land at the farm by 5 metres. It is suggested that someone from the Council should follow the route of a lorry to confirm the designated purpose.

PC 2022/39 Open session

No members of the public attending

PC 2022/40 District/County Councillor update report

Nothing to discuss from the County report previously circulated by email

PC 2022/41 PCSO items

No report received

PC 2022/42 South Cadbury Village Hall Committee update report

- 1. Some committee members have offered to support the Parish Council in the creation of a neighbourhood plan as this could help with potentially difficult planning applications. This has previously been discussed and agreed not to proceed with a Neighbourhood Plan as we do not have capacity to undertake such a large project however the Parish Council will support anyone should they wish to take it on

- 2. The Committee enquired if there was a distribution list or point of contact in Sutton Montis as they would like to see whether Sutton Montis village hall and the wider village would welcome the sharing of resources and joint activities. The best person to contact is Phil Scrancher 01963 220181
- 3. The Committee are very keen for anyone in the villages, particularly the Parish Council, to get involved with South Cadbury Village Hall

PC 2022/43 Planning Updates and Applications

- **UPDATE: 22/00428/HOU and 22/00429/LBC Stable Cottage Sutton Montis Road Queen Camel Yeovil Somerset BA22 7HF** Internal alterations, new open porch and open verandah, new joinery, new garden walls **Approved**

- **APPLICATION NO. 22/01824/S73A APPLICANT Hopkins Estates Ltd**
PROPOSAL: S73A application to vary condition 2 (approved plans) to include an additional window on the northern elevation as well as changes to the material of a small part of the roof relating to Planning Consent 21/03574/FUL; for Demolition of existing dwelling and erection of replacement dwelling with associated works.
LOCATION: Avalon Sutton Montis Road Sutton Montis Yeovil Somerset BA22 7HF

Application discussed and unanimously agreed to support but should be glazed with privacy glass

- **APPLICATION NO. 22/01857/LBC APPLICANT Mr D French**
PROPOSAL: 1. External alteration - add side window to East elevation of approved utility room extension 2. External alteration - reinstate existing window to South elevation 3. Internal alteration - add glazed section to attic floor 4. Internal alteration - add glazed panels to partition of landing gable
LOCATION: Priests House Church Hill Sutton Montis Yeovil Somerset BA22 7HE

Application discussed and unanimously supported

PC 2022/44 Clerk items

- 1 Finger post update – The Clerk advised she has contacted Roger Bond who has confirmed there is a lot of work to do which will need to be scheduled. Owing to existing commitments it will not be possible to do all 9 fingerposts this year but may be able to do 2 or 3. Agreed the Clerk will send copies of previous photos taken for Councillors to agree the priorities
- 2 Training
 - the Clerk advised she has attended the SALC Responding to Planning applications training which was really helpful and will circulate the PowerPoint slides to Councillors. Requested retrospective permission to attend the training – unanimously approved
 - the Clerk suggested the new Chairperson Cllr Soper may benefit from attending the Being a Successful Chairman training session with SALC on 05/09/2022 – booking unanimously approved

- the clerk requested permission to book for the SALC Code of Conduct training - unanimously approved
- 3 Discuss and consider the SSDC Online Questionnaire and associated information pack – the Clerk advised SSDC have confirmed it is appropriate to discuss with partners the nature of planning that needs to be put in place in the event of protocol activation in terms. Agreed Cllr Tabor will speak with church wardens for Sutton Montis and the Clerk will speak to South Cadbury church wardens
- 4 Civility and Respect Project – to be discussed at next meeting as Cllr Semmons absent
- 5 The Clerk advised that both her and Cllr Toop would be away for the November meeting – unanimously agreed to change date to 1st December 2022 at 7.30 in Sutton Montis Village Hall

PC 2022/45 Financial matters

The Clerk reminded her terms and conditions for the role still need to be discussed and agreed. Cllr Tabor stated the Council were very grateful for the efficient service provided by the Clerk which extended far beyond the scope of the role and proposed £15 per hour. The Clerk advised she did not feel it was appropriate to accept such a generous rate given her inexperience and asked for clarification on whether she was required to undertake all necessary work or confine duties to 3 hours per week. Unanimously approved the Clerk will be paid £13.50 per hour for work as required by the role, not limited to 3 hours per week. Cllr Griffiths reminded that the Clerk should be offered a pension – the Clerk confirmed she would decline this offer. The Clerk will enquire with SALC about a template for a contract and enquire with Independent Numbers who are used by Sparkford Parish Council for the payroll

PC 2022/46 Correspondence to be noted

Nothing further to previously circulated correspondence

PC 2022/47 Agenda items for next meeting

Civility and Respect Project – NALC

Meeting closed 20.40

12. Date of next meeting Thursday 22nd September Sutton Montis Village Hall at 7.30

Signed Date

Minutes prepared by Cherry Toop (Parish Clerk)

14th August 2022

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