

**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 meeting:

**Parish Council Meeting of SOUTH CADBURY AND SUTTON MONTIS PARISH COUNCIL**

**Time** 19:30 hrs

**Day** Thursday 27th March 2025

**Place** Sutton Montis Village Hall

Councillors will be discussing all the items listed on the Agenda

Yours faithfully

*Cherry Toop*

Parish Clerk

21st March 2025

**AGENDA**

- PC 2025/17** To **RECEIVE** apologies for absence and to approve the reasons given
- PC 2025/18** Members to **DECLARE** any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct
- PC 2025/19** To **APPROVE** and sign as a correct record, the minutes of the Council meeting held on 16/01/2025
- PC 2025/20** To resolve that the press and public shall be excluded from the meeting for Item PC 2025/33 by reason of the Staff-in-Confidence nature of the item in accordance with the Public Bodies (Admission to Meetings) Act 1960 s 1(2)
- PC 2025/21** To **RECEIVE** an update about applications for the Casual Vacancy on the Parish Council and **CONSIDER**, if any applications for approval
- PC 2025/22** To **RECEIVE** the Clerk's report and **RESOLVE** any actions arising
- PC 2025/23** To **RECEIVE** the Somerset Councillors' reports and any update
- PC 2025/24** **Planning Updates and Applications**  
To receive any update on previous applications
- PC 2025/25** To **RECEIVE** an update from Village Hall Committee representatives for
1. South Cadbury
  2. Sutton Montis

- PC 2025/26 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 2025/27** To **CONSIDER** the purchase of bleed kits for the parishes
- PC 2025/28** To **CONSIDER** the purchase of LitterLotto stickers to encourage the reduction in litter and dog waste
- PC2025/29** To **CONSIDER** grant request from South Cadbury Village Hall Committee for high viz and personal protective equipment for community litter pick
- PC 2025/30** To **DISCUSS** agenda items for Annual Parish Meeting and agree venue
- PC 2025/31** To **CONSIDER** any correspondence received
1. Support for Lithium battery campaign
- PC 2025/32 Financial matters**
1. To **RECEIVE** an update of the bank balance and monthly charges for January and February
  2. To **APPROVE** the bank reconciliation as at 28/02/2025 prior to signing by the Chairman and Clerk
  3. To **RECEIVE** and approve Clerk timesheets for January and February 2025
  4. Payments to **APPROVE**
    - a) Clerk salary January £398.58 and February £398.58
    - b) Invoice for defibrillator installation £125.00
- PC 2025/33** To **REVIEW** the Clerk's performance and **CONSIDER** salary spine point increase with effect from 01/04/2025 in line with employment contract

**Date of next meeting – 15<sup>th</sup> May 2025 Annual and Full Parish Council Meeting**

**Annual Parish Meeting – 22<sup>nd</sup> May 2025 (venue tbc)**

*Cherry Toop*

Cherry Toop (Clerk to Parish Council)

21<sup>st</sup> March 2025

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