

SOUTH CADBURY & SUTTON MONTIS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON

WEDNESDAY 15TH SEPTEMBER 2021 AT 7.30pm

IN SUTTON MONTIS VILLAGE HALL

Those present: M Coombs (Chairman), M Toop (Vice Chairman), J Griffiths, M Semmons, E Tabor, D Soper
H Burt (County Councillor), C A Burnett (Parish Clerk)

Note: The Chairman opened the meeting by directing those present to the paragraph at the top of the agenda on the Parish Councils Policy on audio/visual recording and photography at council meetings but advised that in fact the Parish Council would be recording this meeting.

1. Apologies for absence – William Wallace (District Councillor)
2. Disclose or declare any interests arising under the council's code of conduct and consider and decide on any dispensation applications received - None declared.
3. Minutes of the meeting of 18th March 2021 and extraordinary minutes of 18th March 2021 were agreed as correct and signed by the Chairman.
4. District & County Councillor's Reports (if any) – Hayward advised that there will be only one Council for Somerset in the future and elections for a new Council will take place in May 2023. Hayward advised that there is a new Chief Executive coming shortly as the previous one left. The Chairman thanked Hayward for his update.

Note:- At this point the Clerk pointed out that the Chairman had missed an item off under item 3 i.e. agree schedule of parish council work that has been carried out under delegated powers due to the Covid Pandemic, schedule of work to be read out by the Clerk at the meeting. The Chairman apologised and asked the Clerk to explain the reasons for this item. The Clerk explained that due to covid restrictions and meetings not taking place, business/matters were all still dealt with under delegated powers as agreed and currently in place, which meant that work was still dealt with by the Clerk, by sending items out to members either by e-mail or discussion on the telephone. A record of which has been kept and printed and now needs members approval to be put into the minute book. The Clerk read out details of all the planning applications that had been dealt with and supported and gave an update on the current status of applications, together with a list of all the miscellaneous items dealt with during this time, together with all the various payments made during this period. The Clerk advised members that the grass cutting in South Cadbury Playing Field was paid for another year i.e. £539.58, but reminded members that this was originally agreed on a temporary basis when the hall had no funds, so this may well need to be reviewed before the next payment is due as the hall has been given various grant funding and appears to be more active now so funds are not in such a poor state as previously. Some discussion took place, but no decision or vote taken on the matter. The clerk advised she had also been actively reporting various potholes, blocked drains, 30mph speed limit sign knocked over and various maintenance issues in and around the parish. The Clerk reminded the Chairman at this point that he was going to look at the footpath sign lying on the ground next to John's property, the Chairman stated he had not yet looked at it, but he will. The Chairman asked if members were happy to agree that all the work covered in the timeline by the Clerk had been actioned and were happy for the Chairman to sign it as a true record for the minute book, members voted and it was unanimously agreed, therefore the Chairman signed it as a true and correct record. The Clerk at this point stated that she had been advised by Angela Cox, District Council Legal Team advisor that although meetings had now restarted we could dispense with the delegated powers if we wanted too, but she advised that it would be sensible as they are in place to keep them in place and leave them open ended i.e. not close them off in case there is another Covid Lockdown or restrictions on meetings as things were still very worrying and it would be easier to keep things open at present, but it was entirely up to members to make that decision. The Chairman asked for discussion on the matter resulting in a vote being taken and it being unanimously agreed to keep the delegated powers in place at present.

5. Discuss any items to be put forward to the Police via P.C.S.O - No PCSO in attendance and no items brought up.
6. OPEN SESSION – No members of the public in attendance

7. Planning Applications - Update on any new applications or potential planning applications/issues arising and discuss any new planning applications that have come in since the agenda was generated – the Clerk advised that she had checked and there was nothing new to report or advise on. Mike (Vice Chairman) commented that he struggled to look up the plans/details on the District Council planning website i.e. he was finding it a problem. The Clerk advised that she too struggled a lot of the time to look up the details, especially when trying to compare any changes or amendments from previous applications to the point that she has asked if we could go back to receiving a hard copy of the plans like we used to get, but the answer coming back is No. This brought discussion with Hayward commenting that some parishes ask the applicant to bring a hard copy of the plans with them to any meeting that might be held to discuss the matter.

8. Matters arising

- Update on defibrillators training – the Clerk advised that she had checked and there is no training still at present, but worse still the Ambulance Service is so short staffed that they don't have anyone to come out and replace pads/do checks on the defibs under the lease agreement, we have to do it ourselves. This brought discussion with Mike (Vice Chairman) stating that he was aware that the Ambulance Service are struggling with drivers and members of staff due to Covid. The Clerk advised that we will have to change the pads ourselves if no Ambulance staff are available to come out and do it. Members agreed that we have no option but to do it ourselves, but it is not ideal. Discussion took place with regards to no training taking place at present, with the Clerk advising that she had put details on the website when the defibrillators were installed of which websites to look on with regard to using defibrillators and notices were put on the notice boards. Mike (Vice Chairman) suggested that the Clerk put another note on the Parish Council website saying no training available at present due to Covid.

9. New items

- Agree date for November 2021 meeting and agree dates for the coming year 2022 – the Clerk confirmed that the next meeting would be 17th November 2021 and thereafter she had put down all the 2022 meeting dates as the 3rd Wednesday of every other month as normal, members agreed all the dates as follows:

19 th January	Sutton Montis Village Hall
16 th March	South Cadbury Village Hall
18 th May	Sutton Montis Village Hall
20 th July	South Cadbury Village Hall
21 st September	Sutton Montis Village Hall
16 th November	South Cadbury Village Hall

- Commence discussions on setting the precept for the coming year 2022 – the Clerk advised that the bank balance was high at present i.e. £19328.93, but £5000 of that money was CIL payments to be used only for community projects, £1006.15 of that CIL money was obtained for providing a possible outside basketball hoop for the play area. The Clerk advised that taking the CIL money off the bank balance still left a high balance of around £14000, so she felt that it was not necessary to do budgets this time and hoped that members would agree that it was perhaps not necessary. This brought discussion with members voting to leave the precept at £6000. Clerk to action before the end of January. Members agreed to have a think about what the £5000 CIL payments could be used for to be discussed in the future.

- Discuss Parish Clerk Vacancy – the Clerk advised that she was handing in her notice as she would be moving away from South Cadbury shortly, but no moving date agreed as yet. Discussion took place with regard to her replacement. The Clerk advised it could be advertised, but pointed out that she had only ever taken the minimum of wages as she did the role to help the community and not for the money, she did not know what the current pay scale for clerks is set at but would be higher than what she has been paid. This brought discussion with the Clerk advising that if any members know of anyone locally who might like to take over the role and the Clerk put forward the name of someone who she thought had financial skills and computer skills who may well want to do it on the same basis as the current Clerk, the outcome of which was that we could put it on the notice boards but perhaps we could see if the vacancy could be filled by either someone voluntary to do the role or if not, the vacancy could be advertised at the District Council.

- South Cadbury Village Hall - Does the parish council wish to have a representative on that committee? - discussion took place with Mike Semmons stating that if it was only to pass information onto the Parish Council he would do it but he did not want an active role on the hall committee. It was left that Mike would contact Paul

Farrer and discuss the matter and the amount of involvement expected of him and report back to the Parish Council.

10. Clerks Items

- Agree any outstanding payments to the Clerk or any other payments to be made – the Clerk has one outstanding wage payment and there is an outstanding invoice for TOR Media i.e. £125.00 yearly register of domain and hosting of website. The Clerk advised that no donation payments have yet been made for 2021 the donations made were for 2020, but we could still make donation payments as long as they are made before the end of the financial year. This brought discussion with agreement being made to re-discuss the making of donations before the end of the financial year i.e. 21st March 2022. Clerk to bring this item forward further discussion.
- Audit was submitted on 6th August and acknowledged on 14th August - so all done.
- Items/matters to be picked up that may have been delayed due to Covid restrictions i.e.
- Finger post – refurbishment – the Clerk advised that it was left outstanding that Roger of Normtec should come up and have a meeting with the Chairman to discuss and look at the Sutton Montis finger posts which he is willing to do, but he would want his petrol paid. This brought lengthy discussion with the Clerk being asked to contact Roger and arrange for him to come up for a meeting with the Chairman.
- Dog Bin for Sutton Montis and South Cadbury – discussion took place with regard to a dog bin for Sutton Montis, the Clerk reminding members that where to site the bin was previously discussed and suggested as possibly being sited the other side of Village End. Further discussion took place with the Chairman saying that he would like to talk to John Curtin again to see if a dog bin could be sited at the entrance to the land that he owns opposite the village hall, Liz supported this suggestion. The Clerk reminded members that the Council are not usually happy for bins to be sited on private property without the written consent of the land owner, but both the Chairman and Liz felt it would be on the verge. The Clerk reminded members that a replacement dog bin was also required for South Cadbury car park. The Clerk minuted that two dog bins are required, but the siting of the Sutton Montis bin was unclear pending the discussion between the Chairman and John Curtin.
- Maintenance issues/Footpath issues – Update or any new items – the Clerk advised members that she had sent an email to Highways reporting potholes in both villages, by the tennis courts, in Allotment Road, by the Church in South Cadbury and all along by the car park and beyond. She also reported that the last e-mail she received regarding the blocked drain near Cranes Cottages was that it is still under investigation. John felt the gulley outside of his house (Orchard House) did not get emptied when they were all last emptied. The Clerk advised she could report it but could not guarantee they will come out to empty one gulley.
- No new issues brought up.
- Miscellaneous items
- Salt grit bins – did we require any salt for the salt bin sited at Parrock Hill. After lengthy discussion it was unclear as to whether this bin had been put there at the written request of the Parish Council or purchased by a local home owner as it appeared within two days of the Parish Council requesting it. However, in order to have this bin refilled with salt a bin number is required. The Chairman/Liz agreed to take a look and see if we could obtain the required number and report back to the Clerk and also information was needed as to whether it is still full, half full or a quarter full.

11. Any other business – No items brought up.

12. Date of next meeting – 17th November 2021.

The Chairman declared the meeting ended at 8.45pm.

Carole Burnett

Parish Clerk

12th January 2022

Mobile:- 07764523182,

E-mail: cab@yeovilcircuits.co.uk

Website:- www.southcadburyandsuttonmontispc.co.uk