

North Cadbury & Yarlington Parish Council

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“Draft” Minutes of Parish Council (PC) Meeting

held on Thursday 25th September 2025 in

The Reading Room, North Cadbury, commencing at 7.00pm

Councillors Present:

Nick Garrett (Chairman)

Chris Jose

Clare Leavold

John Rundle

Maria Viney

John Whitehead (Vice Chairman)

Andy Keys-Toyer

Nerissa Northover

Richard Rundle

In Attendance: Somerset Councillor Kevin Messenger, the Clerk and five members of the public.

❖ **In Memoriam for Mr Kevin Newport:**

In memoriam for our friend and colleague Mr Kevin Newport who sadly died on 6th September 2025. The Chairman asked for those present to stand for a minute's silence in respect for his memory.

❖ **Public Question and Comments:**

Members of the public (MOP) were present to ask questions regarding agenda item 26/115.b., at which point the Chairman informed them that he would invite them to speak.

❖ **Report from The Newt and Emily Estate:**

The Clerk read out the following report on behalf of Zoe Young, Community Liaison Officer: “The farm build is progressing well, as is the beginning of the handover for Yarlington Lodge. We are now on a 6-month timeline to be open and operational for April 2026. Elsewhere as a neighbouring parish, our public consultation for The George in Castle Cary is on the 2nd October. It will be a drop-in session at The Market House, Castle Cary from 3-7:30pm.”

❖ **Wessex Internet (WI):**

To discuss design proposals in place to connect North Cadbury to full fibre broadband in autumn 2026. Due to the change in date, WI were unable to attend.

❖ **Reports from Somerset Council (SC):**

Somerset Councillor Kevin Messenger reported that the Council were currently in deficit by £100m for FY 2026/27. SC planned to spend £20m on ‘Transformation’ to find ways to save money! FY 2024/25 was a ‘successful’ year, however, it was unlikely that this could be maintained due to the cost of children’s and adult social care.

Rimpton Parish Council had assigned What3Words for every drain in the village and residents had adopted a drain each to keep them unblocked. Rimpton PC had also increased the precept to pay for a second gully clearing.

25/111. Apologies for absence:

To receive any apologies for absence.

RESOLVED: Apologies were received and approved from Cllr Caroline Bowen.

25/112. Declarations of Interests:

Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and NALC Model Code of Conduct adopted May 2022. (NB this does not preclude any later declarations).

RESOLVED: None received.

25/113. Minutes:

To approve the minutes of the ordinary PC meeting held on Wednesday 23rd July 2025.

RESOLVED: The minutes were confirmed as a true record and signed by the Chairman.

25/114. Parish Council Vacancy:

To consider applications received and conduct vote to fill casual vacancy on the Parish Council by co-option.

RESOLVED: No applications received. The Clerk would continue to advertise the remaining vacancy for the parish of North Cadbury.

25/115. Planning:

a. Somerset Council Decisions:

i. **PA 25/01650/HOU.** Proposed Internal Alterations, Entrance Porch and rear entrance door canopy at Holly Tree Farm, Sandbrook Lane, North Cadbury, BA22 7DD – **APPROVED.**

ii. **PA 25/01661/HOU.** New single storey extension at the back of the house, demolition of existing garage and replaced with new carport/ store/ workshop and new solar panels at Horseshoe Cottage, Woolston Road, North Cadbury, BA22 7BJ – **APPROVED.**

b. Brookhampton Development:

Update on workshops with Origin and residents.

RESOLVED: Questions raised in advance of the meeting by MoP were addressed by Cllr R Rundle as follows:

Origin 3's pre-application enquiry was submitted some time ago and to date there has been some technical feedback (Highways, Archaeological, Ecology) but it is ongoing and not complete. SC are struggling with workload and Origin3 have escalated the matter to SC Head of Planning.

Work continues behind the scenes (e.g. classifying the location as a critical drainage area) but only when the pre-app has been responded to in full can a date be set yet for a further workshop to follow up the queries raised at the May and July workshop meetings and to discuss the environmental issues relating to this site.

Because the pre-app has not been resolved Origin3 are unable to commit to an Open Day but one will take place. Work has been ongoing during the summer and will into autumn on the ecological work.

The PC are unable to formally discuss the proposal until it is received by SC and planning notice submitted to the PC for comment, however, Cllr R Rundle commented that Origin3 are 100% committed to this development and to working with the PC and residents.

A MOP asked how many of the houses outlined in the NP as a requirement had actually been built and what was the PCs view regarding the Origin3 proposal to build an additional 8 houses. The PC outlined that page 24 of the NP, para 7.6, states 'the proposed housing target for the area is 45 dwellings for the period 2018-2033 for which a potential supply of 61 homes is identified, this buffer ensures that target should be met'. Councillors concurred that they still stood by the NP. If the Brookhampton development was submitted for 36 and not 28 dwellings there was a potential supply of 61 houses. Councillors agreed that the NP was a tool to

empower the PC to have more control over the development type, size, location and design. A NP is a fluid document, allowing for adjustments and updates to reflect changing community needs and priorities, therefore, the PC could not comment on dwelling numbers until the plans were submitted.

25/116. Finance:

a. Financial Regulations - Update:

To receive the council's financial regulations using the National Association Local Councils (NALC) 2024 model document. To resolve on adopting the document.

RESOLVED: The Clerk previously circulated the new PC Financial Regulations for review, which were adopted unanimously.

b. Balance of the Council's Bank Account & Bank reconciliation:

To receive the full council accounts and bank reconciliation.

RESOLVED: The Clerk previously circulated the PC's Accounts, which were agreed and Lloyds Bank balances at 25th September 2025 in the Community Account £1,151.82 and Business Bank Instant Account of £48,513.89, reconciled, approved and signed.

b. Accounts for payment:

To review and approve a schedule of items of expenditure:

i. PKF Littlejohn External Auditor Fees *	£252.00
ii. SW Broadband domain renewal Jul 2025 to July 2026 *	£53.88
iii. S137 Grant – Friends of Castle Cary Library	£250.00
iv. Advertising in the Beacon Aug 2024 to July 2025	£120.00
v. SALC Inv 2212 – Training 8 May & 31 Jul "Difficult P&C"	£80.00
vi. Clerk's Allowances & Expenses may to Sep 25	£72.12
vii. Yarlington Hall hire 23 Jul 25	£25.00

RESOLVED: Items of expenditure approved unanimously. Please note that the payments marked with an asterisk were made in August when there was no council meeting.

c. SCRIBE:

To consider subscription to SCRIBE at £24 per month for PC financial management.

RESOLVED: Councillors agreed unanimously to subscribe to SCRIBE.

25/117. Revised Standing Orders:

To receive the council's Standing Orders using the NALC 2025 model document. To resolve on adopting the document.

RESOLVED: The Clerk previously circulated the new PC Standing Orders for review, which were adopted unanimously.

25/118. North Cadbury and Yarlington Neighbourhood Plan Monitoring:

Update.

RESOLVED: Partly covered at item 25/115.b. A discussion ensued following a suggestion that the PC look at the extant housing supply, by reviewing the loss of residential dwellings for AirBnB's, holiday lets, hotel accommodation etc., which may be relevant to Appendix 4 of the Plan. Following a full discussion, it was agreed that there was no apparent reason to calculate such figures, although this may be more relevant for the parish of Yarlington, due to the number of dwellings and farms purchased by The Newt.

25/119. Highways and Rights of Way (RoW) Report:

PC to provide progress reports.

RESOLVED:

a. Highways. Cllr Jose presented his report, which can be found at Attachment 1. The Clerk agreed to email the report to Tracy Harris, SC Assistant Highways Service Manager, copied to John Nicholson, due to her lack of response.

b. ROW. The Chairman presented his report, which can be found at Attachment 2. Cllr J Rundle reported that SC had deployed a team to cut back one of the hedges encroaching on the footpath along Cary Road, the invoice from which would be sent to the landowner for payment. There were two outstanding issues with hedges encroaching on the public highway and RoW; a section of hedge on Cutty Lane and on the corner of Rowlands, Cary Road. The Clerk agreed to confirm with SC Highways which landowners had been served notice to cut back their hedges and any enforcement action in progress.
Cllr Rundle also wished to remind residents to carry secateurs when walking the RoW to help maintain them by keeping stiles and gates clear.

25/120. Cam Community River Project (CCRP) reports:

PC representatives to provide progress reports.

RESOLVED: Cllr Whitehead presented his report on behalf of CCRP, which can be found at Attachment 3.

25/121. Local Community Networks LCNs:

Reports.

RESOLVED: Cllr Keys-Toyer reported that there had been no LCN meetings since the AGM in July 2025. The next meeting was scheduled for 15th October 2025; venue TBC.

25/122. Communications:

To discuss methods of communication via The Beacon, newsletter, website, Facebook etc.

The Chairman previously circulated a working paper with thoughts on the subject of how the PC could communicate successfully with the Parish, following an informal meeting with Cllrs R Rundle and Whitehead.

RESOLVED: Following a full discussion, it was agreed that the Clerk would re-instate the PC summary of the minutes in The Beacon. The PC would produce a quarterly newsletter to be posted on the parish website and via email – format to be confirmed at the November meeting with an alternative report.

The PC agreed to change to a gov.uk domain for website and councillor emails, address options to be confirmed. Cllr R Rundle to review the current website provider against others in the market for consideration at the December meeting.

25/123. Items for Report and Future Business:

- a. Wessex Water – to attend next meeting to share plans of remedial work to the sewerage system for Mitchells Row, Brookhampton.
- b. Lighting at Sycamore Park – The Clerk agreed to contact Sycamore Park to ask if there was anything more they could do to further mitigate light pollution from the site.
- c. Notice Board. Cllr J Rundle reported that the very smart, new notice board was recently installed on Woolston Road.
- d. North Cadbury Village Hall. Cllr Whitehead reported that the Hall Committee AGM would be held on 16th October 2025. Andrew Moore had volunteered to be Treasurer. The Committee have raised about £8,500 towards the audio-visual equipment so far, which included the PC grant of £3,000.
- e. Email addresses and Newsletter format to be considered at November meeting.
- f. Website provider to be considered at December meeting.

Next meetings: Ordinary meeting to be held at 7.00pm on Wednesday 22nd October 2025 in Galhampton Village Hall.

There being no further matters for discussion, the meeting closed at 8.50pm.

Signed
Chairman

Dated