

# North Cadbury & Yarlington Parish Council

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“Draft” Minutes of Parish Council Meeting  
held on Wednesday 22<sup>nd</sup> June 2022 in Galhampton Village Hall  
commencing at 7.00pm.

## **Councillors Present:**

Diane Rickers (Chairman)

Susan Gilbert

Alan Rickers

Maria Viney

Andy Keys-Toyer (Vice-Chairman)

Bryan Mead

John Rundle

**In Attendance:** C.Cllr Mike Lewis, D.Cllr Henry Hobhouse, D.Cllr Kevin Messenger, the Clerk and eleven members of the public.

## **Public Session**

A member of the public asked if it would be possible to install road signage for Sandbrook Lane in an attempt to mitigate the recent increase in traffic. Cllr Rundle confirmed that the request would be discussed at item 22/98 as part of his Highways report. Members of the public asked for an update on the North Cadbury and Yarlington Neighbourhood Plan. Cllr Keys-Toyer confirmed that he would provide an update and answer any questions at item 22/97.

## **Report from The Newt and Emily Estate**

The Clerk presented the following report on behalf of Mr Rawson:

Queen’s Platinum Jubilee. Thank you to all who turned out to help us celebrate the Jubilee with our beacon lighting on Lodge Hill overlooking Castle Cary, it was a memorable and enjoyable event.

Roman Villa. Again thank you to all of our near neighbours who joined us on the 6th/7th June to help inaugurate our Roman Villa Experience. This is now open to members on a daily basis.

Planning Applications. Our major applications for Avalon Farm, Manor Farm Castle Cary and the A359 Bridge remain in the planning process to be determined. There is no further news or issue to report on these presently.

Yarlington Lodge. Thank you for the PCs approval of our recent amendments to include revised phosphate mitigation. We also took the opportunity to outline for the benefit of neighbours and the PC some proposed minor architectural design amendments to the scheme which we intend to try to incorporate within the ongoing planning/listed building application whilst we wait for Natural England to respond on the phosphate strategy. This will necessitate a further consultation period once submitted.

## **Reports from County and District Councillors.**

D.Cllr Hobhouse reported that the new Somerset Unitary Authority was moving forward with recently elected Somerset County councillors in office to take over in April 2023. Currently there was a £28m shortfall on next year’s budget, which will likely increase to between £70m to £80m due to inflation. The Government had asked for increased expenditure on adult social care and youth services, which would further exacerbate the financial situation.

C.Cllr Lewis reported that Andy Barron had recently been appointed as Somerset County Council’s (SCC) Senior Traffic Engineer (signs and lines), replacing Gary Warren who recently retired.

**22/92. Apologies for Absence and to consider the reasons given.**

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

**RESOLVED:** Apologies were received and accepted from Cllr Malcolm Hunt.

**22/93. Declarations of Interest.**

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authority (Model Code of Conduct) adopted 11<sup>th</sup> May 2022.

(NB this does not preclude any later declarations).

**RESOLVED:** None.

**22/94. Minutes.**

To approve the Minutes of the Annual Parish Council and Ordinary meetings held on 11<sup>th</sup> May 2022.

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

**22/95. Election of the Vice Chairman of the Council and receive his/her Declaration of Acceptance of Office.**

**RESOLVED:** One nomination was received for Cllr Keys-Toyer, who agreed to hold the office of Vice Chairman for an initial period of six months and was elected unanimously. Cllr Rundle stated that he would be happy to be considered for vice-chairman for a further period of six months if Cllr Keys-Toyer still wished to resign at the end of his initial period of office.

**22/96. Planning.**

a. South Somerset District Council (SSDC Decisions.

i. **PA 22/01211/HOU.** Single storey rear extension to Gillons Lawn, Woolston, North Cadbury – **APPROVED.**

ii. **PA 21/02255/FUL.** Erection of a detached single storey building to be used as a holiday let on land to the rear of Mancroft Barn, Long Street, Galhampton – **APPROVED.**

**22/97. North Cadbury and Yarlington Neighbourhood Plan Working Group (NPWG).**

Progress report.

**RESOLVED:** Cllr Keys-Toyer reported as follows:

The NPWG has had one virtual meeting this month to discuss publicity. The current position is that the Examiner's report has been published and the questions raised in it have been answered by the NPWG to the SSDC's satisfaction. The plan now goes forward to the SSDC District Executive Committee meeting on 7th July 2022 for approval to go to referendum and, if successful, SSDC will publish the Referendum Approval Decision Notice on that or the following day. The latest date for the referendum would be 56 working days after this. SSDC will publish the Information Statement, possibly 16th August 2022 with the date of referendum possibly around 23rd September 2022, however, all these dates are yet to be confirmed.

**22/98. Highways and Rights of Way (RoW) Report.**

a. PC Representatives to provide progress reports.

**RESOLVED:** Cllrs Rundle and Gilbert presented their reports, which can be found at Attachments 1 and 2. Following a question from a member of the public, Cllr Rundle recommended that residents report the potholes on the slip road on and off the A303 via the SCC Website mapping tool in order to bring forward the repair work, which was currently scheduled following completion of the dualling of the A303 in 2024. Pot holes can be reported via 'useful links' on the parish website <https://www.northcadbury.org.uk/links.php> or via the SCC website at <https://www.somerset.gov.uk/roads-and-transport/report-a-pothole-or-road-defect/>

**22/99. Finance.**

a. To authorise the Clerk to carry out money transfers between the Council's Lloyds Business Bank Instant and Treasurers Accounts for FY 2022/23.

**RESOLVED:** Approved unanimously.

b. To review Parish Council insurance policy due for renewal June 22 and consider quotes. The Clerk previously circulated quotes from Ansvar, Gallagher and Zurich.

**RESOLVED:** To renew with Zurich Municipal on a three year long term agreement for £332.83 per annum.

c. **Balance of the Councils Bank Account & Bank reconciliation.**

To report on Council's Bank Account.

**RESOLVED:** The Clerk previously circulated the PC Accounts which were received and approved.

c. **Accounts for payment**

To review and approve a schedule of items of expenditure:

George Montague Countryside Services – RoW Improvement works	£600.00
Western Web Ltd – add events calendar to website	£300.00
Simon Pritchard – Local Council Services Internal Audit	£60.00
SALC – Chairman Training May 22	£60.00
Clerk's Expenses Apr to Jun 22	£50.70
Galhampton Village Hall Hire Mar 22	£24.00
Refreshments North Cadbury Annual Parish Meeting	£21.78

**RESOLVED:** Items of expenditure approved unanimously.

#### **22/100. Annual Receipts and Payments and Internal Auditor Report 2021/22.**

To agree the Annual Receipts and Payments Accounts and receive the Annual Internal Audit report.

**RESOLVED:** The Annual Receipts and Payments Accounts were approved. The Annual Internal Report, carried out by Mr S Pritchard, was received with observations noted and agreed. One area of particular note continues to be the provision of churchyard maintenance grants.

The Clerk agreed to re-circulate the National Association of Local Council's (NALC) publication L01-18 – Financial Assistance to the Church, to all councillors for consideration prior to the next meeting and would ask SALC for any additional advice/guidance.

The Clerk reiterated the auditor's recommendation that the PC holds the equivalent of 75% of the precept in reserve, which would mean a considerable increase in the precept to meet this target.

#### **22/101. Section 1 – Annual Governance Statement 2021/22.**

To consider and approve Section 1 of the Annual Governance and Accountability Return (AGAR) 2021/22.

**RESOLVED:** The Annual Governance Statement was considered and approved.

#### **22/102. Section 2 – Accounting Statements 2021/22.**

To consider and approve AGAR Section 2.

**RESOLVED:** The Annual Governance Statement was considered and approved.

#### **22/103. Signing of the Annual Governance and Accounting Statements 2021/22.**

Following approval, Chairman and Clerk to sign the Annual Governance Statement and Chairman to sign the Accounting Statements for 2021/22.

**RESOLVED:** Following approval at items 22/101 and 22/102 the Chairman and Clerk signed the respective Governance and Accounting Statements.

#### **22/104. To set the commencement date for the Exercise of Public Rights 2021/22.**

Responsible Financial Officer (RFO) to set the date and publish the details of the arrangements for the exercise of public rights.

**RESOLVED:** The Clerk, as RFO, set the date for the exercise of public rights to commence on 27<sup>th</sup> June 2022 and end on 5<sup>th</sup> August 2022, which would be published on the parish website.

#### **22/105. Items for Report and Future Business**

a. On Site Planning Meetings. To consider changing the day and time of the monthly on site planning meetings to enable councillors who work to attend. Agenda item for next meeting.

b. Churchyard Maintenance Grants. To review the provision of churchyard maintenance grants in accordance with updated advice/guidance, following internal auditor's observations. Agenda item for next meeting.

c. River Cam Project. Cllr Keys-Toyer reported that the testing of the River Cam Project was progressing well with five surveys published on the national database.

**Next meetings:** to be held on 27<sup>th</sup> July in Yarlington Village Hall.

There being no further business, the meeting closed at 8.00pm.

Signed .....

Dated .....

Chairman

DRAFT