

North Cadbury & Yarlington Parish Council

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“Draft” Minutes of Parish Council Meeting

held on **Wednesday 27th November 2024** in

The Reading Room, North Cadbury commencing at 7.00pm

Councillors Present:

Andy Keys Toyer (Chairman)

John Counsell

Chris Jose

John Rundle (Vice-Chairman)

Nick Garrett

Clare Leavold

In Attendance: Somerset Councillors Henry Hobhouse and Kevin Messenger, the Clerk and fourteen members of the public.

❖ **Public Question and Comments:** No comments

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

Zoe Young, Community Liaison Officer reported as follows:

- The Stag's Head Inn, Yarlington. The purchase of the pub is now complete, and we are beginning our recruitment informed by the output of the Yarlington working group. We look forward to supporting the Yarlington Carol Service by opening the pub for refreshments.
- Wheelwright's Building, Yarlington. The work will be completed next week!
- New A359 bridge at Avalon Farm. The permissive bridleways are now open with additional signposting to come.
- Estate Kitchen, Avalon. We are nearing completion with the commissioning of the food production areas currently taking place.

❖ **Reports from Somerset Council:**

Cllr Hobhouse reported as follows:

- Flooding. The final draft of Somerset Council's (SC) East Cam Valley Section 19 report for the May 2023 flood event was recently published. It was Cllr Hobhouse's opinion that the report was 'useless' and other parishes had complained and asked for a full rebuttal. The draft report was supposed to be an accurate account of the events on 9th May 2023. Cllr Hobhouse had sent in his own account of the events in North Cadbury. The Flood Warden, Mareike Beyer (MB), believed that there were some good recommendations in the draft report. She had been in touch with Tim Adams, Blackford and was not aware of other parishes complaints. She had written a report and made extensive comments to the draft as there were clearly some things which needed to be clarified and felt fairly confident that these comments would be taken into consideration. She was aware that the SC Flooding Team had to make do with limited resources due to the many new flooding incidents in Somerset and stated that the Team seemed committed to engage with the communities for feedback and input. It was clear that in the long run further and more detailed investigations and recommendations were needed to address the problems, which led to the high impact of the May 2023 floods.

Cllr Hobhouse reported that Mudford had recently completely flooded again on Sunday 24th November.

- **Planning.** The Strategic Planning Committee had approved a footpath [restricted byway], that would run through the middle of Hazelgrove House.

Cllr Messenger reported as follows:

- **Community Flood Action Plan.** The Chairman of Somerset Rivers Authority (SRA) announced that on 10th December the SRA is going to launch a Community Flood Action Fund. The purpose of the fund is to help organisations such as town and parish councils, charities and social enterprises to take practical steps to reduce flooding.

Grants of between £3,000 and £20,000 will be available, from a total first year allocation of £200,000. They were expecting the Fund to be oversubscribed, therefore, organisations should start to think about eligible schemes and activities. More information via link below:

<https://www.somerset-rivers-authority.org.uk/grants-somerset-community-flood-action-fund/>

24/149. Election of the Vice Chairman of the Council and receive his/her Declaration of Acceptance of office:

The Council may choose to elect a vice chairman to serve until May 2025.
the Chairman called for nominations.

RESOLVED: One nomination was received for Cllr John Rundle who agreed to hold the office of Vice Chairman and was elected unanimously.

24/150. Apologies for absence:

To receive any apologies for absence.

RESOLVED: Apologies were received and accepted from Cllrs Nerissa Northover and Maria Viney.

24/151. 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 declared.

24/152. Minutes:

To approve the minutes of the ordinary PC meeting held on Thursday 24th October, on site planning meetings held on 13th November and extraordinary meeting held on Thursday 14th November 2024.

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

24/153. Planning:

a. Somerset Council Decisions.

i. **PA 24/02318/HOU** – Erect a new open sided carport structure on existing driveway at front of property at Beechleigh House, Long Street, Galhampton, BA22 7AY - **APPROVED.**

ii. **PA 24/02226/LBC** – Carry out internal alteration to widen existing doorway on ground floor at Higher Farmhouse, Woolston Road, North Cadbury, BA22 7BL - **APPROVED.**

iii. **PA 24/01882/HOU** - Single storey extension to garden area and side (infill) of property. Associated landscape works and interior alterations at 29 Cary Road, North Cadbury, BA22 7DE – **APPROVED.**

iv. **PA 24/01267/S73** - S73 Application to vary conditions 2 (approved plans), condition 6 (Drainage) and condition 7 (Highways) of approval 22/02994/S73 application to vary condition 2 (approved plans) of planning permission 18/03693/FUL for the Erection of 8 No.

detached dwellings at Harvester Works, Mayfield Close, Galhampton, BA22 7BA – **APPROVED.**

v. **PA 24/02039/HOU.** Proposed two storey side extension to dwelling and associated alterations at Nethernton Cottage, High Road, Galhampton, BA22 7BH – **APPROVED.**

24/154. Finance:

a. 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 October 2024 in the Treasurers Account of £1,167.14 and Business Bank Instant Account of £32,096.82, reconciled, approved and signed.

b. National Association of Local Councils (NALC) 2024-25 Local Government Services Pay Agreement.

To approve Clerk's salary in accordance with The National Joint Council (NJC) for Local Government Services new pay scales for 2024-25 to be implemented from 1 Apr 2024 and backdated.

RESOLVED: Clerk's new rate for pay scale SCP 29 agreed and backdated. The Personnel Committee confirmed that they had met and proposed a salary award of two spine points to be implemented from 1 Apr 2025 and to be approved by full council when setting the precept.

c. Accounts for payment:

To review and approve a schedule of items of expenditure:

i. Grant St Margaret's Hospice Somerset	£300.00
ii. Grant CATbus Ring and Ride	£200.00
iii. Grant - Somerset Citizens Advice	£200.00
iv. Grant – Friends Castle Cary Library	£200.00
v. Signs Made Here 100 x signs for circular walks	£168.00
vi. WesternWeb Ltd - Neighbourhood Plan domain renewal	£96.00
vii. Smith of Derby – St Michael's Church North Cadbury clock service	£280.80

d. Appointment of Internal Auditor for FY 24/25.

To receive quotes received for internal auditor:

Parish and Town Audit Services - £165

Probusiness Accountants - £335

The Clerk reported that she had requested quotes from four internal auditors and recommended that the PC appoint Parish and Town Audit Services.

RESOLVED: Councillors agreed to appoint Parish and Town Audit Services.

24/155. Local Plan, Somerset Council (SC) – Early Engagement Exercise with Town and Parish Councils:

SC collecting information to inform Settlement Assessment and considering options for Open Spaces, Built Sports and Playing Pitch Strategy - Closing date 30 November 2024.

RESOLVED: The Chairman previously circulated a draft response for consideration, which was approved and would be submitted to Somerset Council (SC) accordingly.

24/156. Somerset Validation Consultation End Date 10 January 2025:

Somerset Council's local validation checklist reflects both the National Guidance on the validation of applications and the local requirements. The key purpose of the document will be to improve the quality / completeness of planning applications made to the Council.

<https://somersetcouncil.citizenspace.com/planning/local-validation-checklist-consultation>

Councillors noted that there was no mention of the importance of the Neighbourhood Plan in future planning considerations.

RESOLVED: The Chairman agreed to submit the questionnaire and comment about the need for NPs to be included.

24/157. Local Government Boundary Commission (LGBC) Consultation:

10-week public consultation inviting proposals for new council divisions and division boundaries for Somerset Council – closing date 20 January 2025.

Somerset Councillors Hobhouse and Messenger explained that the LGBC were recommending that ninety six councillors should be elected to SC at the next election in 2027, which is fourteen fewer than the current number of councillors. LGBC were inviting proposals to help them draw up a pattern of divisions to accommodate the reduction in councillors. Cllr Hobhouse explained that the average electorate per Somerset Cllr was approx. 4,200 for the two councillors covering the Castle Cary Division. If the boundaries did not change and Cary Division was reduced to one councillor, the geography would be too much to cover with an electorate of 8,200.

RESOLVED: Councillors agreed that the Clerk would draft a letter in response to the consultation requesting that the Castle Cary Division returns to the original boundary as it was under South Somerset District Council due to the issues raised by the Somerset Cllrs.

24/158. North Cadbury and Yarlington Neighbourhood Development Plan (NP):

Update from the NP Monitoring Group.

RESOLVED: The Chairman wished to remind those present that the development of the NP was a worthwhile exercise as it would help to control what planning takes place. There then followed a discussion on the lawfulness of the NP with local planning authorities, due to some recent decisions that did not align with NPs.

The Chairman reiterated that the PC had no option but to support the NP as the parishioners approved it via referendum; it was examined externally, accepted and made and was a legal document.

24/159. Highways and Rights of Way (RoW) Report:

PC Representatives to provide progress reports.

RESOLVED: Cllr Jose presented his Highways report, which can be found at attachments 1 and 2.

Cllr Garrett presented his RoW report as follows:

“Storm Bert brought significant quantities of rain, making many footpaths incredibly wet. Additionally, several trees were blown down by the wind, including two trees blocking WN31/10.

Parishioners are requested to report any incidents they encounter via the Somerset Roam Website: <https://roam.somerset.gov.uk/roam/map>

The stile on WN19/27 that crosses from the Emily Estate land into James Buxton’s land has been blocked by electric fencing from Emily Estates shepherds. They have been asked to clear this and make the path and stile useable.”

24/160. Emergency Planning and Flood Mitigation:

Update on the formation of a Community Emergency Plan and flood mitigation.

a. Emergency Planning.

RESOLVED: The Clerk reported that North Cadbury Village Hall were using the Somerset Communities Prepared template to give details of the Hall as a community place of safety in the event of a Parish emergency. Once the document was completed it would be emailed to the PC.

Yarlington and Galhampton Village Halls were using the same template to draft the Plans for their respective halls. All three plans would be used to form the Community Emergency Plan.

b. Flood Mitigation.

RESOLVED: Mareike Beyer (MB), Flood Warden reported as follows

“There was a red alert from Corkscrew gauge at the weekend, which was useful as it helps to practice.

It has become apparent that we need ideally more flood warden volunteers and to form small local warning groups for each area, to communicate amongst themselves during emergencies

or concerning red alerts, without getting distracted by any not relevant communications from others.

At the moment four of the five alert receivers are people affected by the May floods, this is not ideal as they might need to protect their own properties and will have a lesser capacity to act during a flood emergency.

A third person is needed in Yarlington to receive alerts, preferably down in centre of village as different locations were needed. MB suggested that she could attend one of the Yarlington parish meetings to explain what is needed and how it works.

We should also ideally contact all people who were most affected by the May floods and might be in danger of being affected even by a lesser event, so that their needs for alerts and potential support can be understood. The Clerk agreed to check the PC insurance to ensure those who check the river gauges are covered.

MB attended the recent Somerset Prepared event, which was very useful. Funding will shortly become available from the Somerset Rivers Authority (SRA) via a new Community Flood Fund. MB is now in touch with Yeovil Rivers Community Trust (YRCT) to discuss submitting an application. MB requested that the PC considers including up to £200 in precept for possible application.

MB also in contact with FWAG (Farming and Wildlife Advisory Group) who have some funding available for Natural Flood Mitigation (NFM) and to engage with farmers.

MB reported that she had previously asked Zoe Young whether Emily Estate had implemented the NFM measures for Shepton, as suggested by FWAG, which Zoe confirmed, and if Paul Rawson had responded to the report recommending NFM measures in our parish, submitted by YRCT."

24/161. Local Community Networks LCNs:

Reports.

RESOLVED: The Chairman reported that the draft minutes of the last LCN meeting held on 23rd October 2024 were previously circulated. The dates for the next meetings in 2025 were: 22nd January (clashes with PC meeting), 30th April and 16th July.

24/162. Dates of PC Meetings for 2025

a. To agree the following dates for PC meetings to be held in 2025 on the fourth Wednesday of the month, commencing at 7.00pm: 22nd January, 26th February, 26th March, 23rd April, 28th May, 25th June, 23rd July, 24th September, 22nd October and 26th November. Venues as circulated.

RESOLVED: Dates agreed. Extraordinary meetings would be held if necessary to consider urgent business in August and December.

b. To confirm dates and timing of onsite planning meetings to coincide with the day of ordinary meetings, commencing at 2.00pm.

RESOLVED: Agreed

24/163. Items for Report and Future Business:

a. Parish Council Vacancies. The Clerk reported that the three casual vacancies on the Parish Council had been notified to SC and any applications received would be considered for co-option at the next ordinary meeting on 22nd January 2025.

b. Precept 2025/26. The Clerk reminded councillors to consider and circulate any projects or expenditure that they would like to be included in the precept for approval at the next ordinary meeting on 22nd January 2025.

c. Community Infrastructure Levies (CIL). The Clerk also reminded councillors that the PC held £5,700 in CIL and would circulate the CIL Guide that lists how it can be spent to deliver and support local infrastructure provision as the funds should be spent within five years of receipt.

Next meeting: On site planning meetings to be held on 18th December 2024 and ordinary meeting to be held on Wednesday 22nd January 2025 in Galhampton Village Hall.

There being no further business, the meeting closed at 8.45pm.

Signed

DatedChairman

DRAFT