

North Cadbury & Yarlington Parish Council

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Notice of Annual Parish Council Meeting

To be held on Wednesday 27th May 2026 in North Cadbury Village Hall
following the North Cadbury Annual Parish Assembly, commencing at 7.00pm

To all Members of North Cadbury and Yarlington Parish Council (PC), you are hereby summoned to attend the above meeting, to resolve on the business as outlined below:

RCarter

Parish Clerk and Responsible Financial Officer – North Cadbury and Yarlington Parish Council

❖ Public Question and Comments:

Before the start of the formal meeting the Public have the opportunity to make a statement **in respect of the business on the agenda only in accordance with Standing Order 3 (e)**. Members of the public are asked to restrict their comments and/or questions to three minutes.

Questions may be answered in writing. Once the formal meeting has started the Public are reminded that they have no right to speak.

❖ Report from The Newt and Emily Estate

Representatives may give a report on matters affecting the Parish.

❖ Reports from Somerset Council:

To receive any verbal report from Somerset Councillors Henry Hobhouse or Kevin Messenger.

Agenda:

26/57. Election of the Chairman of the Council and receive his/her Declaration of Acceptance of office:

To elect a chairman to serve until May 2027. The 2025/26 chairman Cllr N Garrett will preside over this agenda item.

26/58. 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 2027.

26/59. Apologies for absence:

To receive any apologies for absence.

26/60. 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).

26/61. Minutes:

To approve the minutes of the ordinary PC meeting held on Wednesday 22nd April 2026.

26/62. Appointment of Parish Council Representatives for 2026/27:

To resolve on the following appointments:

- a. Village Hall Committee representatives
- b. Parish Path Liaison Officer and Footpath Warden
- c. Internal Auditor
- d. North Cadbury Allotment Association Representative
- e. Precept / Finance Committee
- f. Highways and Byways
- g. Personnel Committee
- h. Environmental, Climate Change and Sustainability
- i. Neighbourhood Plan Monitoring Group
- j. Media and Communication
- k. Flood Warden

26/63. Appointment of Bank Account Signatories 2026/27:

To confirm the Council's bank signatories.

26/64. Council Policies, Terms of Reference, Risk Assessments:

To receive, review and adopt the following:

- a. General Standing Orders – adopted 25 Sep 25, minute Ref 25/117 (due for review in 2027).
- b. Financial Regulations – adopted 25 Sep 25, minute Ref 25/116.a. (due for review in 2027).
- c. General and Financial Risk Assessment – adopted 19 May 25, minute ref 25/74.a.
- d. Assets Register – adopted 19 May 25, minute ref 25/74.b.
- e. IT Policy – adopted 22 Apr 26, minute ref 26/50.a.
- f. Grant Awarding Policy – adopted 22 Apr 26, minute ref 26/50.b. (due for review in 2027)

26/65. Planning:

a. **For Consultation:**

- i. **PA 26/00906/HOU.** New single storey extensions at the back of the house with a terrace above, demolition of existing garage, replaced with new carport/ store/ workshop, new garden wall with gate and new solar panels at Horseshoe Cottage, Woolston Road, North Cadbury, BA22 7BJ.
- ii. **Licensing reference: 076371** - Application for a premises licence - Yarlington Lodge, Lodge Hill, Yarlington, BA9 8DJ.

b. **Somerset Council Decisions:**

- i. **PA 26/00542/HOU & PA 26/00543/LBC** - Creation of a swimming pool at the rear of the property at Woolston Manor Farmhouse, Woolston Road, North Cadbury, BA22 7BL – **APPROVED.**

26/66. Finance:

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

To receive the full council accounts and bank reconciliation.

b. **Accounts for payment:**

To review and approve a schedule of items of expenditure:

- | | |
|--|--------|
| i. NALC Training R Rundle – Social Media | £42.00 |
| ii. Yarlington Village Hall hire 22 Apr 26 | £25.00 |
| iii. SALC training Inv 3184 – Cllr Essentials Part 2 11 May 26 | £25.00 |

26/67. End of Year Audit 2025/26:

a. **Internal Audit Report for 2025/26:**

To receive report and resolve on any recommendations.

b. **Annual Governance Statement 2025/26:**

Members to resolve upon the response to the annual governance statement.

c. Annual Accounting Statement 2025/26:

To approve the annual accounting statement

d. Confirmation of Public Rights Period:

To confirm the dates for the public rights as Tuesday 3 June – Monday 14 July 2025

26/68. Parish Website:

To check progress of councillors reviewing working paper for new or improved parish website.

26/69. Highways and Rights of Way (RoW) Report:

a. PC Representatives to provide progress reports:

b. Road Closure Pilot:

To discuss proposed agreement to enable parishes to control the highways in their parishes.

26/70. Cam Catchment Resilience Project (CCRP) reports:

PC representatives to provide progress reports.

26/71. North Cadbury and Yarlington Neighbourhood Plan Monitoring:

Update.

26/72. Local Community Networks LCNs:

Reports.

26/73. Items for Report and Future Business:

a. Provision of a new parish website - June meeting.

Please notify items to the Clerk at least 24hrs before the meeting.

Next meeting: Ordinary meeting to be held at 7.00pm on Wednesday 24th June 2026 in Galhampton Village Hall.