

Minutes of the meeting held 18 December 2025 at the Bowls Club, South Littleton

Councillors Present: Victoria Sevier, Shannon Cawood (Chairperson), Hannah Robson, Sally Ashwin, Helen Quigley-York, Roger Jones & Debbie Jones

In Attendance: Sean Arble (Clerk)

- 290 No apologies received.
- 291 No interests declared.
- 292 No dispensations requested.
- 293 The **Council resolved** to approve the **MINUTES** of the meeting held 20 November 2025 at the Bowls Club, South Littleton.
- 294 The meeting was not suspended for Public Question Time.

FINANCE

- 295 The **Council resolved** to approve the payment schedule.

Payment References; those in bold previously paid

Ref	Payee	Details	Net	VAT	Total	
151	H Quigley-York for BHGS	Xmas tree lights	£55.83	£11.17	£67.00	03.12.25
152	H Quigley-York for Viaan	Legacy Grant gift	£9.99	£2.00	£11.99	01.12.25
153	H Quigley-York for Amazon	Legacy Grant gift	£11.64	£2.34	£13.98	"
154	H Quigley for Tesco	mulled wine & mince pies	£55.00	£8.00	£63.00	"
155	Clerk	November wage	£949.20	£0.00	£949.20	18.12.25
156	HMRC	Clerk income tax	£20.80	£0.00	£20.80	"
157	HMRC	Council NIC	£82.95	£0.00	£82.95	"
158	Clerk	November expenses	£122.76	£1.08	£123.84	"
159	BG 303	electric October 25	£200.12	£10.00	£210.12	DD December
160	BG 307	electric October 25	£155.53	£7.77	£163.30	DD December
161	Smart Cut	Supply & erect Xmas trees	£225.00	£45.00	£270.00	18.12.25
162	S Arble for SLCC	SLCC membership	£202.00	£0.00	£202.00	"
163	Lloyds	October fees	£4.25	£0.00	£4.25	DD December
164	A Taylor	trim willow tree at South Meadows	£195.00	£0.00	£195.00	18.12.25
165	A Taylor	decorate Xmas trees	£75.00	£0.00	£75.00	"
166	S Arble for IONOS	Website Nov	£10.00	£2.00	£12.00	"
167	S Arble for IONOS	Email Nov	£9.50	£1.90	£11.40	"
168	EHB	stain planters	£264.00	£0.00	£264.00	18.12.25
169	EHB	replace Scout Hut planter	£98.00	£0.00	£98.00	"
170	WDC	Allotment rent	£62.50	£0.00	£62.50	"
171	Arden Pig Co	roast rolls Xmas event	£600.00	£0.00	£600.00	"
	TOTAL		£3,409.07	£91.26	£3,500.33	

- 296 November 2025 Reconciliation noted.
- 297 November 2025 Income & Expense Report noted.
- 298 02.12.25 email from WDC – 2026-27 tax base figure subject to approval by Executive Board which meets on 07.01.26. Based on the 4th draft budget the percentage increase of the precept for South Littleton is 0.7%.

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299 WDC Cllr J Ciotti Report emailed to cllrs on 18.12.25.

300 WCC Cllr H Robson Report emailed to cllrs on 17.12.25.

ACTION POINTS...STILL DO!!!!

301 A-1: **ACTION: Cllr Sevier to be the second signatory to confirm online banking for Cllr Ashwin.**

302 D-5: Space at Bowls Club needs to be measured.

303 B-2: Hedge to be cut next week.

304 C-6: **ACTION: Clerk to request update on the streetlight at Main St & Long Hyde Road.**

305 D-13: A delivery date & location needs to be arranged.

306 J-16: **ACTION: Clerk to order mats.**

307 L-7: **ACTION: Clerk to request update on gate quote.**

CLERK'S UPDATE

Correspondence for Consideration

308 Parish Cllr Allowances was discussed. The Council will not pursue this matter for the moment.

Tabled Correspondence (not otherwise noted on Agenda or Action Tracker):

309 17.11.25 M Taylor Lengthsman Application received. Mr Taylor was interviewed for the position on 18.12.25. The Council discussed the matter.

310 04.12.25 email from B Barnes re HGV signs etc. **ACTION: Clerk to request cost for village entrance signs.**

311 26.11.25 email from TC Contracting re tree survey. There are trees identified on the survey which need attention. **ACTION: Cllr Robson to request the survey map which would allow cllrs to identify trees.**

312 05.12.25 drainage report #89456 (Bennett's Hill); to be cleansed in the next four weeks.

313 02.12.25 British gas letter re contract expired. The Council is now on a Variable Price Plan from 01.12.25. The Clerk requested information on contracts and standing fees. It may be more economical to remain on Variable Price Plan with no standing fees. **ACTION: Clerk to follow up.**

Correspondence sent (not otherwise noted on Agenda or Action Tracker)

314 26.11.25 letter to owner of Hardenhuish. Received a response that the hedge was cut in October. Cllr Robson believes there remains a visibility issue. **ACTION: Cllr Robson will report the issue to WCC.**

315 Reported issues (not otherwise noted on Agenda or Action Tracker): None

PLANNING

316 The Council discussed W.25.02357.OUT. **ACTION: Cllrs will provide comments via email. The Clerk will post comments using Clerk's Delegated Scheme for Planning.**

NEW MOTIONS FOR COUNCIL CONSIDERATION

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- 317 The **Council resolved** to purchase and install a toddler swing fo0m Wicksteed at a cost of £5851.87 inclusive of VAT. **ACTION: Clerk to order swing to be installed in April.**
- 318 The Council discussed work on the two black poplars. It was decided that another quote should obtained. **ACTION: Cllr Robson to request S Blunsom to quote for the job and the lime tree on Farm Lane.**
- 319 The **Council resolved** to adopt the Sickness & Absence Policy. The **Council resolved** to adopt updated versions of the Social Media Policy, Code of Conduct and Financial Regulations.

CLLR REPORTS AND FUTURE AGENDA ITEMS

- 320 Cllr Sevier requested an update on the Parish Survey. **ACTION: Cllr Cawood to add Neighbourhood Plan questions to the survey.** Perhaps the survey can be released in January 2026. Distribution methods will need to be finalized at a later date.
- 321 Cllr Cawood plans to draft a Community Officer proposal for future agenda.
- 322 Cllr Cawood requested clrs to seek out a good candidate for the empty council seat.
- 323 The meeting closed at: 8:55pm.
- 324 **DATE AND VENUE OF NEXT SCHEDULED MEETING** at 7:30pm on 15 January 2026 at the Bowls Club, South Littleton.

Signed W. Arble Date 15/01/26

PUBLIC QUESTION TIME NOTES - none

Minutes prepared by Sean Arble, Clerk to the Council, 07.01.26.

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