

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%.

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

300 WCC Cllr H Robson Report emailed to clrs 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 clrs 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

317 The Council resolved to purchase and install a toddler swing from 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 be 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 cllrs 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 Wm Date 15/01/26

PUBLIC QUESTION TIME NOTES - none

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