CLERK'S REPORT – 25th November 2025

3. Confidential Matters

Item 6 Parish Council matters – Contractual Arrangements for the Clerks from 1st April 2026.
This matter should be discussed confidentially, and the Clerk(s) can leave the room.

6. Parish Council Matters

- **Contractual Arrangements for the Clerks from 1st April 2026**

From the Audit Report:-

It is suggested that Councillors consider increasing the hourly rate to somewhere between £18-£20 per hour but combine this with an assessment of the hours required.
And the matter to be addressed this meeting in order that the budget can be drawn up appropriately for the January meeting.
Monkton Combe Parish Council are seeking to employ a new Clerk in the following pay range:-
SCP 17 - £16.06 per hour (£31,022 ft equiv) to SCP 25 £18.85 per hour (£36,363 ft Equiv)
This is in line with most of the other surrounding Parishes.
The Clerk Andrew Walker will continue on 30 hours per month from 1st April 2026, but with his entire remuneration paid from Precept (currently 50% id from CIL to cover his training). It is proposed that he continue on SCP 17 until qualified.
The Clerk Geoffrey Davis will reduce his hours to 15 per month from 1st April 2026. And as a fully qualified and highly experienced Clerk it is proposed that he is employed on SCP 25 from then. Currently SCP 17.

- **Provision of a Parish Council Office in the Village Hall**

Cllr. Andy Peters, and Clerk Geoff Davis met with Ceri, to discuss the use of the upstairs room as a Parish Council Office.
Ceri confirmed that others uses had been considered but all had significant drawbacks.
Use as a Parish Council Office would be an appropriate move to reflect the increased, and growing size of the Parish, and provide an address for the Parish Council that was appropriately withing the Parish.
Repair and refurbishment of the room into an office, with network connections and heating are necessary. Also the provision of the rear door as the access with letter box, is also needed.
The cost of such work is estimated at about £5,000 and Ceri will obtain a quote for the Parish Council.
Thereafter, the Parish Council would pay an Annual Rental for the space to the Village Hall, initially at a reduced rate to reflect the contribution to the refurbishment.

6. General Parish Matters

- Midford Telephone Box – It is thought this is now complete with a claim for expenses for bookcase materials of £198.16 paid this month.
- Defibrillator in Midford – Progress Report. The Defibrillator and Cabinet have been ordered and the Electrician Instructed. We have not been notified of receipt of the items or the Installation works. And no Invoice for the Electrical Installation.
- South Stoke Phone Box re-painting – Complete and all Invoices Paid.
- Village Hall – Future Utilisation for Parish Council Office – See Above
- Allotments – Poorly Maintained plots – Cllr. Anne Ward and the Clerk continue to progress maintenance, repairs and improvements, and where appropriate re-allocation of plot to those on the waiting list.
- Noticeboard for Sulis Down – No further Update. Vistry have indicated that they have the board and will endeavour to get it installed. However, they are very focussed on 'exiting' the entire project.
- Telecoms Infrastructure – Behind Victoria Cottages -No further Update

CLERK'S REPORT – 25th November 2025

Footpaths and Open Spaces

- **Millenium Viewpoint –** To discus and agree substantial repair and refurbishment. The Viewpoint is in a parlous condition, with complaints from residents and the Landlord, Charles Hignett.
  The Clerk, Cllrs. Andy Peters, Anne Ward met with Charles Hignett and Nicola Easdale of IdVerde. It is hoped that we will have a quotation for the refurbishment works from Id Verde for the meeting.
- Signage for the Cotswold National Landscape – SouthStoke Lane. Cllr. Ned Garnett has circulated costs and proposals for discussion and agreement at the meeting.

9. Highway Matters

Midford Road/Village

RADAR Speed Signs progress report - The grant from the Ward Councillors Empowerment Fund (WCEF) of £350 has been applied for. As the Avon and Somerset Police Community Trust for £5,000 has been received, the Parisjh Council will pick up the remaining £242 of the cost for the RADAR Signs and Village Gates and Installation, together with the ongoing Annual Costs of £266 per year.

B3110 Road Speed limits - Cllr. Jonathan Woodings has raised the grading of the speed limits in the proximity of the Old Midford Road junction. For discussion

13. Dates for Future Meetings – To confirm dates for future meetings 2025-26:-

Monday 19th January 2026 – 7:00 p.m. – Parish Council Meeting
Monday 23rd March 2026 – 7:00 p.m. – Parish Council Meeting
Monday 20th April 2026 – 7:30 p.m. – Annual Parish Meeting
Monday 18th May 2026 – 7:00 p.m. – Annual Parish Council Meeting