

**Draft Minutes**  
of a meeting of the  
**Yatton and Congresbury Parish Councils'**  
**Cadbury Hill Joint Management Committee**  
held on  
**5th March 2026.**

Held at Hangstones Pavilion, Stowey Road, Yatton, BS49 4HS.

Meeting commenced: 2.00 p.m.

Meeting ended: 2.34 p.m.

**Present:** Yatton Parish Councillors David Crossman, Jonathan Edwards, Graham Humphreys and Massimo Morelli. Congresbury Parish Councillor Keith Razzell.

**In attendance:** Yatton Parish Clerk Aleana Baird.

**MATTERS FOR DECISION**

**CAD26/26: Apologies for Absence.**

Apologies had been received from Yatton Parish Councillor Roger Wood.

**CAD27/26: Declarations of Interest**

NONE.

**MATTERS FOR INFORMATION**

**PUBLIC PARTICIPATION**

**CAD28/26: Public participation.**

No members of the public present.

**MATTERS FOR DECISION**

**CAD29/26: Exclusion of public.**

Not required as no members present.

**CAD30/26: To consider quotes for Robo-flail work on Cadbury Hill.**

The Clerk had received three quotes for scrub clearance work on the hill that the Estate Manager had obtained from the same contractor WJ Keel used last year who did excellent work.

**RESOLVED:** to approve the following quotes for Roboflail work:

Quote for scrub clearance on the ramparts £1,100.

Quote for scrub, bracken and bramble clearance on the top/citadel £1,100.

Quote for clearance of bramble and scrub from the footpaths £550.

**CAD31/26: To discuss the employment process including salary scale for the role of Estate Manager of Cadbury Hill.** To make a recommendation for the employment basis of a new Estate Manager on the retirement of the current manager. The recommendation will be taken to both Yatton and Congresbury Parish Council meetings in March 2026. **Confidential Item.**

The Committee members began discussion with a show of great thanks to John Harris for all the work and progress that has been made since he has been Estate Manager for over a decade. The work has been transformative and the Committee wish to continue to uphold all the advances that have been made. The Clerk had circulated a job advert, job description and contract to Committee members ahead of the meeting.

Members discussed the advert and set a deadline for applications of Friday 13<sup>th</sup> March. The shortlisting of applications and hopefully interviews would take place w/c 16<sup>th</sup> March with the appointment commencing 1<sup>st</sup> April. The Clerk was to advertise the vacancy.

The contract of employment was deemed suitable as it was based on the current manager's terms. The pension provision (if applicable, the Clerk was to check) and salary were to be amended subject to both Councils approving the Committee's recommendations.

The job description was reviewed and members recommended that the hours were retained at four per week and the salary remain at the level currently paid for the role. The Committee also recommended that a handover period takes place for the month of April with both the current and appointed new manager being paid for that one month.

These recommendations would be taken to both Yatton and Congresbury Council meetings in March for approval.

### **MATTERS FOR INFORMATION**

#### **CAD32/26: Clerk's Report.**

**NONE.**

#### **CAD33/26 Future agenda items**

The Botanical Survey to be carried out in summer 2026.

Ash Dieback Monitoring

Succession Planning for the Estate Manager's role.

WECA Nature Survey follow up.

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Chair

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