

**Minutes of the Meeting of Shepton Beauchamp Parish Council**  
**held on Wednesday 18 July 2018 at 7.30pm**  
**in the Village Hall, Shepton Beauchamp.**

<b>Present:</b> Councillors:	I Finley
J Bishop (Chairman)	A Joy
S Brunt	C Lillywhite
R Cripps	A Rowswell
E England	E Wakely

**In Attendance:**

David Mears PSLCC – Interim Parish Clerk and District Councillor Crispin Raikes. There was one member of the public who outlined his planning application to Councillors prior to submission to SSDC. There were no members of the press present.

**20. To receive Apologies for Absence and to approve the reasons given.** ([LGA 1972 s85 \(1\)](#))

None – all Parish Councillors present.

**21. Declarations of interests -** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council’s Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

None.

**22. To approve and sign as a correct record the minutes of the Parish Council Meeting held on Monday 18 June 2018.** ([LGA 1972 sch 12, para 41\(1\)](#))

**RESOLVED** – that the minutes of the Parish Council Meeting held on Monday 18 June 2018 be signed as a correct record.

**23. Grant Funding** – to consider part funding of a SCC strimmer course (Cllr Roger Cripps to explain).

**RESOLVED** – to fund 50% of the course (£65 plus VAT).

**24. Playing Field** – progress/update on the grant application.

**RESOLVED** – To invite the Playing Field Chairman to a Council meeting to provide an update.

**25. Council Policies –**

- a) To adopt Privacy Policy

**RESOLVED** – to adopt the Privacy Policy.

- b) To adopt Information and Data Protection Policy

**RESOLVED** – to adopt Information and Data Protection Policy

**26. New Website –** to receive a report and quotes for a new Council website.

Councillors discussed the report and quotes and it was:-

**RESOLVED** – to appoint Somerset Web Services to build and host the new Council website and email addresses.

**27. Council Administration –** to approve to purchase of office equipment for the Council (Laptop and Printer).

**RESOLVED** – to purchase a new laptop and printer – incoming Parish Clerk to decide most suitable laptop and printer.

**28. Finance –** that this council resolves to certifies itself as exempt from the requirement for a limited assurance review.

**RESOLVED** – that this council certifies itself as exempt from the requirement for a limited assurance review.

**29. Finance –** to receive and approve the Annual Internal Audit Report for 2017/18.

**RESOLVED** – to approve the Annual Internal Audit Report for 2017/18.

**30. Finance -** to approve the Annual Governance Statement (s.1 of the Annual Governance and Accountability Return 17/18). (Account & Audit Regulations 2015)

**RESOLVED** - to approve the Annual Governance Statement (s.1 of the Annual Governance and Accountability Return 17/18).

**31. Finance -** to approve the Annual Accounting Statement for the year ending 31 March 2018 (s.2 Annual Governance and Accountability Return 17/18). (Account & Audit Regulations 2015)

**RESOLVED** – to approve the Annual Accounting Statement for the year ending 31 March 2018 (s.2 Annual Governance and Accountability Return 17/18).

**32. Finance - Accounts for Payment and Income -** to approve items of expenditure and income.

None to approve.

**33. Chairman's Report** – items of information

The Chair, Cllr J Bishop provided a brief update on the recent Annual Area North and Parishes meeting. Interim Clerk to email notes and presentation slides to Councillors.

**34. Exchange of information** – items of information

Topics mentioned –

- Somerset County Council Bridleway Application – this to be circulated to Councillors.
- Village Directory – update required and this will be looked into over the next couple of months and could be uploaded onto website.

Cllr I Finley left the meeting at 9.05pm

**35. To resolve to exclude members of the press and public – To agree that agenda item 13 i & ii be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.** (Public Bodies Admission to Meetings Act 1960)

**RESOLVED** – that Agenda item 13 i & ii (*Min # 36 i and ii*) be treated as confidential and dealt with after the public (including the press) has been excluded.

District Councillor Crispin Raikes left the meeting.

Signed: .....

Date: .....