

SHEPTON BEAUCHAMP PARISH COUNCIL

C/o Parish Clerk, Lavender Cottage, Shells Lane, Shepton Beauchamp TA19 0LX
Email: clerk@sheptonbeauchamppc.org.uk

NOTICE OF THE PARISH COUNCIL MEETING

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS
(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of... **Shepton Beauchamp Parish Council**

Time... **7:30pm**

Date... **Monday 20th July 2020**

Place... **Virtual meeting Using Zoom software**

To access the meeting members of the public will need to download the Zoom App (see link below) and pre-register your e-mail address with the Parish Clerk (clerk@sheptonbeauchamppc.org.uk) before midday on 20 July. The meeting can be accessed between 7.15 pm – 9:30 pm, by following the instructions given by the clerk. The Meeting will be recorded throughout.

<https://zoom.us/download>

Councillors will be discussing all the items listed overleaf on the Agenda.

S. Davies

Stella Davies
Parish Clerk
13th July 2020

Prior to the start of the meeting

7:15pm Questions and comments from members of the public. During the Meeting members of the public are able to view and listen, however any questions to the Council should be made during the three Open Sessions before, midway and at the end of the meeting.

7:20pm Reports from County and District Councillors - The County and District Councillors are invited to give short oral reports on matters affecting the parish.

Under the Openness of Local Government Bodies Regulations 2014, any member of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit or the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please note that members of the public exercising their right to speak during Public Question Time may be recorded.

SHEPTON BEAUCHAMP PARISH COUNCIL – AGENDA

Meeting Monday 20th July 7:30 PM

Ser	Item	Lead	Time
367	To receive apologies for absence and to approve the reasons given (LGA 1972s85(1))	Clerk	1 min
368	Declarations of interest – Members to declare any interest, including Disclosable Pecuniary Interest 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 the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)	Chair	1 min
369	To approve as a correct record the minutes/decisions of the Parish Council Meeting held remotely on Monday 15th June 2020 (LGA 1972 sch 12, para 41(1)). To be signed at the next convened meeting.	Chair	1 min
370	To review the Councillors page of the website and consider if a small resume of each councillor should be included.	Clerk/RFO	5 mins
371	Local Government Re-organisation Response Form – to approve the information sent as a result of Councillors’ responses by email.	Chair	5 mins
372	Ranger. To add Middle Street tidying up to the Parish Ranger duties.	CLlr Joy	5 mins
373	Black bins left on pavement. To discuss the leaving of black bins on the pavements in the Buttle Lane area.	CLlr Joy	5 mins
	OPEN SESSION		10 mins
374	Review of Allotment rents from September 2020. To review the amount paid for the allotments in view of there now being a water supply	Clerk/RFO	5 mins
375	Opening of Play Area in the Recreation field For information only	Chair	2 mins
376	Councillor vacancy. To approve the proposed advertisement to fill a Councillor vacancy should no-one come forward during the 14-day notice period	Chair	5 mins
377	Purchase of SID. To resolve to purchase a SID up to a maximum of £4,000. (Note: Budgeted for £3,000)	Chair	10 mins
378	Walking & Cycling Manifesto for Somerset. To review the manifesto received and resolve whether to support the document in full or to support it in principle.	Clerk/RFO	5 mins
	OPEN SESSION		10 mins

379	Storage of Archive documents. To discuss the different options available for the archiving of Parish Council documents and decide the option to take and timescale	Clerk/RFO	10 mins
380	Report from Clerk/RFO. For information only	Clerk/RFO	5 mins
381	Quarterly Budget Report. For information only	Clerk/RFO	5 mins
382	Finance. To review Bank Reconciliation to 25 th June 2020 (previously circulated). To be signed at next convened meeting. To Approve payments: Chq 621 HMRC – PAYE £9.40 Chq 622 PATA UK – Payroll charges £7.75 Chq 623 Lethbridge Recreation Committee – Grant £2,000 Chq 624 Somerset Web Services – renew domain name £18.00 Chq 625 SALC – Training £60.00 Chq 626 SSDC – Ranger April & May £985.68 Chq 627 SLCC – Training £12.00 Chq 628 S Davies – Salary & expenses £386.34	Clerk/RFO	5 mins
383	Reports. To receive updates from councillors: Highways – EW / AR Lethbridge Recreational Ground Committee - IF Environment – CL / AJ Ranger – RC Allotments / Cowleaze – RC Footpaths - SB <u>For information only – no resolution required</u>	All	10 mins
384	Update from Cllr Cripps	Cllr Cripps	5 mins
385	Annex A – Deferred items register – update	All	5 mins
386	Annex B – Official correspondence received - review	All	2 mins
	OPEN SESSION		10 mins
	Date of next meeting: Monday 21 st September 2020		