

SHEPTON BEAUCHAMP PARISH COUNCIL

c/o Parish Clerk, Lavender Cottage, Shells Lane, Shepton Beauchamp TA19 0LX
E-mail: 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: **7:30 pm**
Date: **Monday 21st June 2021**
Place: **Village Hall, Middle Street, Shepton Beauchamp, TA19 0LQ**

Councillors will be discussing all the items listed on the Agenda



Stella Davies
Parish Clerk
15th June 2021

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.

7.20 pm Reports from County and District Councillors. The County and District Councillors are invited to give a short oral report on matters affecting the Parish.

Under the Openness of Local Government Bodies Regulations 2014, any members 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 of 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 21st June 2021 7:30 PM

Ser	Item	Lead	Time
530.	To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))	Clerk/RFO	1 min
531.	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 s33 (b-e). (NB this does not preclude any later declarations)	Chair	1 min
532.	To approve as a correct record the minutes/decisions of the Parish Council Annual Meeting held remotely on Tuesday 4 th May 2021 (LGA 1972, sch 12, para 41(1)). To be signed at the next convened Meeting	Chair	1 min
533.	Planning Application 21/01632/HOU The Wagon House, Littlefields Lane. Erection of a lean-to side extension. To review planning application submitted	Chair	15 mins
534.	Amended Planning Application 21/00568/FUL Land OS 2689 Sheep Way. To review amendment to planning application	Chair	5 mins
535.	Approval of Internal Audit Report. To receive and approve the Annual Internal Audit Report for FY 2020/21.	Clerk/RFO	3 mins
536.	Approval of Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return 20/21). (Accounts & Audit Regulations 2015)	Clerk/RFO	4 mins
537.	Approval of Accounting Statement (Section 2 of the Annual Governance and Accountability Return 20/21). (Accounts & Audit Regulations 2015)	Clerk/RFO	10 mins
538.	Consider if the Council can declare itself exempt or if a basic or intermediate review is required.	Clerk/RFO	4 mins
539.	Approve the period for the exercise of public rights as Monday 28 th June – Friday 6 th August (30 working days)	Clerk/RFO	3 mins
540.	Finance To review the Bank Reconciliation to 30 th April 2021 (previously circulated). To review the Bank Reconciliation to 31 st May 2021 (previously circulated) To approve the schedule of payments totalling £1,520.74	Clerk/RFO	15 mins
541.	To report on payments made under delegated authority under the Business Continuity Motion dated 25/03/20 (previously circulated). <u>For information only – no resolution required.</u>	Clerk/RFO	4 mins

542.	To report on Planning Application response sent under delegated Authority under the Business Continuity Motion dated 25/03/20 <u>For information only – no resolution required.</u>	Clerk/RFO	2 mins
543.	Car Parking. To resolve if any action is required with regard to cars parked too close to junctions in the village and parking generally.	Chair	15 mins
544.	Staffing Committee Terms of Reference & Scheme of Delegation v2.0. To resolve to approve and re-adopt the Staffing Committee Terms of Reference & Scheme of delegation.	Chair	2 mins
545.	Risk Assessment. To review and approve the amended version (Version 2).	Clerk/RFO	5 mins
546.	Allotments. To approve the letter about the Allotment Holders' meeting	Clerk/RFO	2 mins
547.	Report from Clerk/RFO. For information only	Clerk/RFO	3 mins
548.	Reports. To receive updates from councillors: Highways – EW/AR Lethbridge Recreational Ground Committee - NWC Environment – CL/AJ Ranger - RM Allotments - Clerk Cowleaze - DB Climate Emergency Working Group - DB Footpaths - SB <u>For information only – no resolution required</u>	All	20 mins
549.	Annex A – Deferred items register – update	All	2 mins
550.	Annex B – Official correspondence received – review	All	2 mins

Date of next meeting: Monday 19th July 2021