

# SHEPTON BEAUCHAMP PARISH COUNCIL

c/o Parish Clerk, Lavender Cottage, Shells Lane, Shepton Beauchamp TA19 0LX  
E-mail: clerk@sheptonbeauchampcc.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 18<sup>th</sup> March 2024**

Place: **Village Hall, Middle Street, Shepton Beauchamp. TA19 0LQ**

Councillors will be discussing all the items listed on the Agenda



Stella Davies  
Parish Clerk  
12<sup>th</sup> March 2024

### **7.30 pm – prior to the start of the meeting**

**Questions and comments from members of the public.** This provides the opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments affecting the Parish. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration.

**Reports from County Councillors.** The County Councillors are invited to give a short oral report on matters affecting the Parish. Members of the public, as well as councillors, may ask questions on matters raised.

*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 18<sup>th</sup> March 2024 7:30 PM

Ser	Item	Lead	Time
1036.	<b>To receive apologies for absence and to approve the reasons given</b> (LGA 1972, s85(1))	Clerk/RFO	1 min
1037.	<b>Declarations of interest</b> – 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
1038.	<b>To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 19<sup>th</sup> February 2024</b> (LGA 1972, sch 12, para 41(1)).	Chair	1 min
1039.	<b>LCN (Local Council Network)</b> To discuss any relevant issues that have been received from the LCN	Chair	15 mins
1040.	<b>Highway Maintenance Devolution</b> To discuss the recent documentation received from Somerset Council and resolve what action should be taken and the timescale of said action	Chair	20 mins
1041.	<b>Drain at the bottom of Shells Lane</b> To discuss the blocked drain at the bottom of Shells Lane and resolve what action should be taken	Cllr Rowswell	8 mins
1042.	<b>Parish Council Newsletter</b> To resolve to approve the April newsletter at a cost of £65	Clerk/RFO	2 mins
1043.	<b>Parish Council charge card</b> To discuss the options available and resolve whether to proceed with an application for a charge card (unresolved from June 2023 meeting)	Clerk/RFO	10 mins
1044.	<b>Finance</b> To review the Bank Reconciliation as at 29 <sup>th</sup> February 2024 (previously circulated).  To approve the schedule of payments totalling £1,190.18 (previously circulated)	Clerk/RFO	5 mins
1045.	<b>Report from Clerk/RFO. <i>For information only</i></b>	Clerk/RFO	8 mins
1046.	<b>Reports. To receive updates from councillors:</b> Highways – AR Lethbridge Recreational Ground Committee – TE/AJ Ranger - NWC Allotments - NH Cowleaze - DB Footpaths – EW <b><i>For information only – no resolution required</i></b>	All	20 mins

**1047. Annex A – Deferred items register – update** All 5 mins

**To resolve to exclude members of the press and public. To agree that item 1048 below be dealt with after the public have been excluded as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

**1048. Staffing – in confidence** Chair 20 mins  
To discuss the recommendations proposed by the staffing committee and resolve what action should be taken.

**Date of next meeting:** Monday 15<sup>th</sup> April 2024