

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 16th December 2019**

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

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

S. Davies

Stella Davies

Parish Clerk

9th December 2019

7:30pm (Prior to the start of the meeting)

Questions and comments from members of the public

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 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 16th December 2019 7:30 PM

Ser	Item	Lead	Time
261.	To receive apologies for absence and to approve the reasons given (LGA 1972s85(1))	Clerk	1 min
262.	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)	Clerk/ Chair	3 mins
263.	To approve and sign as a correct record the minutes of the Parish Council Meeting held on Monday 18th November 2019 (LGA 1972 sch 12, para 41(1))	Chair	2 mins
264.	Reports. To receive updates from councillors: Highways – EW / AR Recreation Committee - IF Environment – CL / AJ Allotments / Cowleaze – RC Footpaths - SB	All	10 mins
<u>For information only – no resolution required</u>			
265.	Policy. To consider the Council’s response to the NALC’s Consultation Paper on ‘Strengthening police powers to tackle unauthorised encampments’ – required by 15 Feb 2020.	EW	20 mins
266.	Planning. Planning Application 19/03162/HOU Magnolia Cottage. (Demolition of existing garage conversion and the erection of two storey side extension with a Juliet balcony to the rear elevation, new dormer to front elevation & extended dormer & a roof light on rear roof slope). To review planning application submitted and submit appropriate response by 19 Dec 19.	Chair	15 mins
267.	Highways. To discuss clearing of the ditch between Branstons & Lopen Head To resolve responsibility for clearance	AR	5 mins
268.	Assets. To complete the refurbishment of the telephone box by adding shelves to accommodate books. To resolve to spend up to a maximum of £100 to complete this work.	AR	5 mins

Additionally, to consider who will be responsible for stocking the shelves with books.

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| 269. | Assets. To review the Land Registry plan for the Recreation Field and confirm the details are correct. | Chair | 5 mins |
| 270. | Finance. To review the Council Earmarked Reserves and re-allocate if necessary. | RFO | 25 mins |
| 271. | Finance. To resolve to allow the Clerk/RFO to move monies between current & deposit account without needing approval by the full council, provided this is endorsed by 2 bank signatories. | RFO | 5 mins |
| 272. | Finance.
To review Bank Reconciliation to 25 th November 2019 (previously circulated) | RFO | 5 mins |
| | <p>To sign payments:</p> <p>Chq 583 HMRC – PAYE £91.00</p> <p>Chq 584 S Davies – clerk’s salary & expenses £403.65</p> <p>Chq 585 PATA UK – payroll processing charge £7.75</p> <p>Chq 586 SSDC – Ranger £603.84</p> <p>Chq 587 SALC – Training courses £140.00</p> | | |
| | Annex A – Deferred items register – update | Clerk | 5 mins |
| | <p>Item. 241. To approve the Parish Directory and consider how this should be distributed</p> | | |
| | Annex B – Official correspondence received - review | Clerk | 2 mins |
| | <p>Date of next meeting: Monday 20th January at 7.30 pm</p> | | |