

## **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 20<sup>th</sup> January 2020**

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**

14<sup>th</sup> January 2020

*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 20<sup>th</sup> January 7:30 PM

| Ser                                                         | Item                                                                                                                                                                                                                                                                                                                                                                                      | Lead            | Time    |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------|
| 273                                                         | <b>To receive apologies for absence and to approve the reasons given</b><br>(LGA 1972s85(1))                                                                                                                                                                                                                                                                                              | Clerk           | 1 min   |
| 274                                                         | <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 2011 s33(b-e). (NB this does not preclude any later declarations) | Clerk/<br>Chair | 1 min   |
| 275                                                         | <b>To approve and sign as a correct record the minutes of the Parish Council Meeting held on Monday 18<sup>th</sup> November 2019</b> (LGA 1972 sch 12, para 41(1))                                                                                                                                                                                                                       | Chair           | 2 mins  |
| 276                                                         | <b>Clerk/RFO qualifications.</b> To resolve to spend up to £750 for the Clerk/RFO to undertake the ILCA qualification (current exam fee £99) & for the CILCA qualification (current costs £275 course fees & £350 exam fee).                                                                                                                                                              | Chair           | 5 mins  |
| 277                                                         | <b>Budget for Financial Year 20/21 and Precept.</b> To resolve to agree the Budget for the new financial year and to set the precept amount.                                                                                                                                                                                                                                              | RFO             | 60 mins |
| 278                                                         | <b>Reports. To receive updates from councillors:</b><br>Highways & Ranger – EW / AR<br>Lethbridge Recreational Ground Committee - IF<br>Environment – CL / AJ<br>Allotments / Cowleaze – RC<br>Footpaths - SB                                                                                                                                                                             | All             | 10 mins |
| <b><u>For information only – no resolution required</u></b> |                                                                                                                                                                                                                                                                                                                                                                                           |                 |         |
| 279                                                         | <b>Shepton Beauchamp Recreation Field.</b> To resolve to apply to the Charities Commission for the Recreation Field Committee to become a Charitable Incorporated Institution (CIO). (Budget of £4000 agreed in Nov 19)                                                                                                                                                                   | Chair           | 15 mins |
| 280                                                         | <b>VE Day 75 Celebrations.</b> To resolve to register the village’s involvement in the celebrations and to ensure adequate insurance is in place.                                                                                                                                                                                                                                         | Chair           | 20 mins |
| 281                                                         | <b>South Somerset Environment Strategy.</b> To resolve to complete questions raised in respect of raising awareness of the strategy.                                                                                                                                                                                                                                                      | Clerk           | 5 mins  |
| 282                                                         | <b>Finance.</b>                                                                                                                                                                                                                                                                                                                                                                           |                 |         |

|                                                                                         |       |        |
|-----------------------------------------------------------------------------------------|-------|--------|
| To review Bank Reconciliation to 26 <sup>th</sup> December 2019 (previously circulated) | RFO   | 5 mins |
| To sign payments:                                                                       |       |        |
| Chq 589 HMRC – PAYE £38                                                                 |       |        |
| Chq 590 PCC Shepton Beauchamp – grass cutting £1,000                                    |       |        |
| Chq 591 PATA (UK) – payroll charges Dec £7.75                                           |       |        |
| Chq 592 S Davies – clerk salary & expenses £183.03                                      |       |        |
| Chq 593 Harper Collins - books for gifting £446                                         |       |        |
| <b>Annex A – Deferred items register – update</b>                                       | Clerk | 5 mins |
| <b>Annex B – Official correspondence received - review</b>                              | Clerk | 2 mins |
| Date of next meeting: Monday 17 <sup>th</sup> February at 7.30 pm                       |       |        |