

# SHEPTON BEAUCHAMP PARISH COUNCIL

c/o Parish Clerk, Lavender Cottage, Shells Lane, Shepton Beauchamp TA19 0LX  
E-mail: [clerk@sheptonbeauchamppc.org.uk](mailto:clerk@sheptonbeauchamppc.org.uk)

## NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL

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: **Tuesday 4<sup>th</sup> May 2021**

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](mailto:clerk@sheptonbeauchamppc.org.uk)) before midday on 4<sup>th</sup> May 2021. 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 on the Agenda



Stella Davies  
Parish Clerk  
26<sup>th</sup> April 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.*

# THE ANNUAL MEETING OF SHEPTON BEAUCHAMP PARISH COUNCIL - AGENDA

Meeting Tuesday 4<sup>th</sup> May 2021 7:30 PM

Ser Item

**523. Election of Chairperson and acceptance of office**  
(LGA 1972, s15)

**524. Election of Vice-Chairperson and acceptance of office**

**525. To receive apologies for absence and to approve the reasons given**  
(LGA 1972, s85(1))

**526. 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)

**527. To approve as a correct record the minutes/decisions of the Parish Council Meeting held** remotely on Monday 26<sup>th</sup> April 2021 (LGA 1972, sch 12, para 41(1)). To be signed at the next convened Meeting.

**528. To resolve the proposed expenditure for additional leaflets for June Web Cost**

To resolve the proposed expenditure on leaflets for the June Web, subject to quotes received

|                                      |                    |
|--------------------------------------|--------------------|
| Carbon Capture Survey A4 leaflet     | Not more than £100 |
| Somerset More A5 leaflet for Jun Web | Not more than £70  |
| <b>Totalling</b>                     | <b>£170.00</b>     |

**529. Councillor Responsibilities**

Planning  
Highways  
Footpaths  
Open Areas - Cowleaze & Allotments  
Open Areas - Lethbridge Recreational Field  
Environment Warden  
Tree Warden  
Climate Change

## OPEN SESSION

**Date of next meeting:** Monday 21<sup>st</sup> June 2021 at the village hall