

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 November 2022**

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 November 2022

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 and District Councillors. The County and District 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 21st November 2022 7:30 PM

Ser	Item	Lead	Time
799.	To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))	Clerk/RFO	1 min
800.	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
801.	To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 17th October 2022 (LGA 1972, sch 12, para 41(1))	Chair	1 min
802.	Grant Application To review the grant application received from Shepton Beauchamp Events Team and resolve whether to give a grant of £626.82	Chair	15 mins
803.	Funding for Senior's Christmas Meal To update the Parish Council on the situation to date and to resolve if the Parish Council is willing to contribute towards the costs if necessary.	Cllr Joy	10 mins
804.	Play equipment inspection To resolve that an additional £50 + vat can be spent to allow a member of the Recreation Field Committee or Parish Council to be present when the inspection is carried out	Clerk/RFO	2 mins
805.	Recreational Field Advisory Committee inaugural meeting To update the council on the first meeting <u>For information only</u>	Cllr England	10 mins
806.	Recreation Field – No parking sign for wooden gates To resolve to approve a maximum spend of £50 for a sign to put on the gate so that emergency vehicles can access the area if necessary	Cllr England	5 mins
807.	Recreation Field play equipment & gate repairs To resolve to approve a maximum spend of £75 excluding vat for a replacement swing seat and materials to mend the gate	Clerk	5 mins
808.	Recreation Field Advisory Committee Terms of Reference TOR v2 To resolve to approve and adopt the Terms of Reference v2 for the Recreation Field Advisory Committee	Clerk	5 mins
809.	Appointment of internal auditor To review the options available and resolve to appoint an internal auditor for the accounts FY 2022/23	Clerk	10 mins

810. Online Banking To review the options available and resolve whether to move to online banking and which bank to use	Clerk	10 mins
811. Publication Scheme v2 To resolve to approve and adopt the amended version (v2)	Clerk	2 mins
812. Risk Assessment To resolve to review and adopt the amended version (v3)	Clerk	5 mins
813. National Pay Award – backdated to 1st April 2022 To approve the National Pay Award for the Clerk/RFO backdated to 1 st April 2022	Chair	3 mins
814. Finance To review the Bank Reconciliation to 31 st October 2022 (previously circulated). To approve the schedule of payments totalling £2,715.20 (previously circulated)	Clerk/RFO	5 mins
815. Report from Clerk/RFO. <u>For information only</u>	Clerk/RFO	5 mins
816. Reports. To receive updates from councillors: Highways – AR/CL Lethbridge Recreational Ground Committee – TE/AJ Environment/Climate change – DB/NH Ranger - NWC Allotments - NH Cowleaze - DB Footpaths – SB/EW <u>For information only – no resolution required</u>	All	15 mins
817. Annex A – Deferred items register – update	All	3 mins

Date of next meeting: Monday 19th December 2022