

# SHEPTON BEAUCHAMP PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Held on Monday 17<sup>th</sup> April 2023 at 7.30 pm  
In the Village Hall, Middle Street, Shepton Beauchamp TA19 0LQ

**Councillors present:** Cllr Nigel Wylie Carrick (Chairman) Cllr Andrew Rowsell  
Cllr Ed Wakely Cllr Sarah Brunt  
Cllr David Bourn Cllr Tim England

**In attendance:** Stella Davies (Clerk)

**Members of the public:** There were no members of the public in attendance

**District/County Councillors in attendance:** Somerset Cllr Jo Roundell Greene  
(arrived 7.30 pm, left 8.10 pm)

Somerset Cllr Jo Roundell Greene said she had a new role in the Council as Associate Lead for Children's services. She will be focussing initially on the schools in Somerset. Somerset Cllr Adam Dance has to re-apply for his job in charge of Public Health. She was asked when the new Local County Network leads would get in touch with the Parish Council and replied that there was a meeting tomorrow to discuss this. The thought was that it would be in July, but she would let us know once this was confirmed.

### Ser Item

- 875. To receive apologies for absence and to approve the reasons given** (LGA 1972, s85(1))  
Apologies were received from Cllr Howard (working), Cllr Lillywhite (working) and Cllr Joy (away).  
**Resolved.** To accept and approve the apologies given.
- 876. 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).  
**There were no declarations of interest.**
- 877. To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 20<sup>th</sup> March 2023** (LGA 1972, sch 12, para 41(1)).  
**Resolved.** That the minutes of the Parish Council meeting held on Monday 20th March be signed as correct.
- 878. Planning Application 23/00680/LBC The Old Rectory, Great Lane (also under 23/00679/HOU)**  
Installation of flat roof light and alteration to internal loft room.  
**Resolved.** The planning application was approved.
- 879. The addition of a wall-mounted phone by the village hall defib**  
To discuss the concerns raised by a resident who was unable to get a mobile phone signal and so could not access the defibrillator and resolve what action should be taken.  
**Resolved.** It was decided that the code to access the defibrillator should be made publicly available by placing a laminated notice by the defibrillator with the words "Dial 999. Our code is xxx".  
**Action – Parish Clerk**
- 880. Recreation Field Advisory Committee Meeting *For information only***  
Cllr England said there was a good response with the 100 Club. The remedial work on the electrical system had been completed. The football club have applied for a ground maintenance grant for the pitch. This could also be used for equipment as well. There will be an inspection of the play equipment. The security of the rec was discussed as there have been cars noticed in the early hours of the morning, a car had been parked there for a long period and cars from nearby villages are driving to the rec to walk their dogs and 15 lots of dog mess had to be cleared from the area by the football club, including in the play area, so it was decided that the gates would be kept permanently locked. Fund raising was also discussed and it was thought that a small event should be run first. Cllr England has spoken to Paul in the Duke of York and he will run a bingo night for the rec.

The netting around the bonfire site was also discussed and Cllr England said he had spoken to Tom from the Events Team and he said it would be sorted by the end of the month.

The councillors were concerned that the area had not been re-seeded or turf re-laid and so a discussion needs to be held with the Events Team and certain stipulations put in place before approval is given for the bonfire to be held there again. This will be discussed at the June council meeting and representatives from the Events Team will be invited to attend. **Action – Parish Clerk**

The councillors discussed options for keeping the grass maintenance on the recreation field in house, using volunteers and purchasing equipment as an alternative to using a contractor, but no decision can be made until the tenders are received and reviewed.

**881. Local Community Networks For information only**

Cllr Wylie Carrick mentioned the information he had circulated showing the area that we would be a part of which is Area 11 (Crewkerne & Ilminster) which comprises 20 parishes and is a very large area.

**882. Recreation Field Survey**

To approve the draft survey and resolve how this will be distributed to the villagers and the timescale for this. To approve up to £200 for possible use of Monkey Survey (£25pm) and printing costs.

**Resolved.** That the cost of £200 be approved for Monkey Survey and printing costs.

It was decided to put the leaflet in the June issue of The Web and the Monkey Survey would be open for a month. Cllr England will send a mock up for the paper leaflet to the Clerk by the end of April, in order for it to go to the printers in time.

**Action – Cllr England**

The Clerk will find out the cost for the front cover to be in colour.

**Action – Parish Clerk**

**883. Amendment to Standing Orders**

To resolve to amend section 18 d (iii) to read 'the invitation to tender shall be advertised in any manner that is appropriate' and to remove sections 18 d (iv) and (v)

**Resolved.** That the above amendments to the Standing Orders be approved.

**884. 100 Club**

To appoint the Clerk and two named councillors who will be authorised to certify lottery returns to the local authority

**Resolved.** That the Clerk be approved as Promoter of the lottery and that the named councillors be Cllr Wylie Carrick and Cllr Rowswell.

**885. Coronation mugs for school children**

To approve a spend of up to £300 to purchase mugs celebrating the coronation of King Charles III for the 31 children at the village school.

**Resolved.** The design of the mug was decided and the spend of up to £300 was approved.

**886. Incremental pay rise**

To report on the Clerk's performance review, and subject to it being satisfactory, to approve the increase in pay by one increment to point 24, backdated to 1<sup>st</sup> April (as per contract section 9.2 and adjustment to contract).

**Approved.** That the increase in pay to point 24, backdated to 1<sup>st</sup> April be approved.

**887. Budget Report for FY 22/23 at year end For information only**

The budget report was reviewed.

**888. Re-allocation of reserves at end of FY 22/23**

To discuss and approve the re-allocation of reserves (previously circulated).

**Resolved.** That the reserves be allocated as follows:

|                          |                   |
|--------------------------|-------------------|
| • MUGA                   | £8,000.00         |
| • Village Plan           | £2,085.63         |
| • Lethbridge Pavilion    | £2,085.62         |
| • Allotment Deposits     | £250.00           |
| • 100 Club (new reserve) | £572.00           |
| • CIL monies             | £264.00           |
| • General Reserve        | <u>£15,000.00</u> |
|                          | £28,257.25        |

**889. Finance**

To review the two Bank Reconciliations as at 31<sup>st</sup> March 2023 (previously circulated).

To approve the schedule of payments totalling £2,808.01 (previously circulated)

**Resolved.** The two Bank Reconciliations as at 31<sup>st</sup> March were approved and signed as correct by a non-cheque signatory. The payments were approved.

**890. Report from Clerk/RFO. For information only**

The Clerk reported that 71 numbers had been sold for the 100 Club, making a profit of £826 per year towards the recreation field.

The bank switch process is no longer taking place as it keeps failing. As we only have 2 direct debits, then the Clerk will transfer the money to the new bank and we will write a letter to Santander to close the account, once she knows which bank account the precept will go into.

**891. Reports. For information only**

**Highways**

Cllr Rowswell said he had reported more potholes. Great Lane small gullies had been cleared but not the larger ones.

**Lethbridge Recreational Ground Committee**

There was nothing further to report.

**Ranger**

The new Ranger was not here the week before last. The SID is proving problematic as there is only one ranger to move the SID and she cannot do it without another person helping. It is also not being done on a routine basis.

**Allotments**

The Clerk reported that she had received another enquiry.

**Cowleaze**

Cllr Bourn reported that the working party had cut the grass in the dog-free zone and on the main footpaths. One of the neighbouring willow trees has split and has fallen into the stream, but this is in hand.

**Footpaths**

Nothing to report.

**892. Annex A – Deferred items register**

This was reviewed and updated.

**Meeting closed: 9.00 pm**