

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 18th September 2023**

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

Councillors will be discussing all the items listed on the Agenda



Stella Davies
Parish Clerk
12th September 2023

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 Councillors. The County 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 18th September 2023 7:30 PM

Ser	Item	Lead	Time
941.	To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))	Clerk/RFO	1 min
942.	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
943.	To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 17th July 2023 (LGA 1972, sch. 12, para 41(1)).	Chair	1 min
944.	Grant Application – The Shepton Playhouse To review the grant application received from The Shepton Playhouse and resolve whether to give a grant of £500	Chair	10 mins
945.	Grant Application – The Art and Craft Group To review the grant application received from the Art and Craft Group and resolve whether to give a grant of £183.86	Chair	7 mins
946.	Grant payment to Cowleaze Meadow Project To resolve to approve the payment of £650 towards the upkeep of Cowleaze Meadow (yearly grant applied for in November 2021).	Chair	3 mins
947.	Recreation Field Survey Results To review the results from the survey and resolve which items to take forward and the timescale.	Chair	20 mins
948.	Printing of Recreation Field Survey Results To approve the printing of the results for distribution with the September issue of The Web at a cost of £85.	Clerk/RFO	2 mins
949.	Bonfire Night To discuss the proposals put by the Events Team and resolve what action to take.	Chair / Cllr England	20 mins
950.	Recreation Field Gates To resolve if the trial period of keeping the gates open should continue and if so, when it should be reviewed again	Chair	5 mins
951.	Grass cutting at the Recreation Field To review the grass cutting to date.	Clerk/RFO	10 mins
952.	Sickness Absence Policy To resolve to approve and adopt the Sickness Absence Policy	Clerk/RFO	2 mins
953.	Expenses Policy To resolve to approve and adopt the Expenses Policy	Clerk/RFO	2 mins

954. Dignity at Work Policy To resolve to approve and adopt the Dignity at Work Policy	Clerk/RFO	2 mins
955. Document Retention Policy To resolve to approve and adopt the Document Retention Policy	Clerk/RFO	2 mins
956. Finance To review the Bank Reconciliations as at 31 st July 2023 and 31 st August 2023 (previously circulated). To approve the schedule of payments totalling £25,123.39 (previously circulated)	Clerk/RFO	5 mins
957. Report from Clerk/RFO. <u>For information only</u>	Clerk/RFO	5 mins
958. Reports. To receive updates from councillors: Highways – AR/CL Lethbridge Recreational Ground Committee – TE/AJ Ranger - NWC Allotments - NH Cowleaze - DB Footpaths – SB/EW <u>For information only – no resolution required</u>	All	15 mins
959. Annex A – Deferred items register – update	All	2 mins

Date of next meeting: Monday 16th October 2023