

SHEPTON BEAUCHAMP PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Held on Monday 17th November 2025 at 7.30pm
In the Village Hall, Middle Street, Shepton Beauchamp TA19 0LQ

Councillors present: Cllr Paul Vacani (Chair)
Cllr Andrew Rowswell
Cllr Edward Wakely

Cllr David Bourn (Vice-Chairman)
Cllr Tim England

In attendance: Ruby Coombes (Clerk)

Members of the public: There were 0 members of the public in attendance.

Unitary Councillors in attendance: None.

Open session

None present.

Reports from Somerset Council

None present.

The meeting started at 19:30

Ser Item

1319. To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))

Apologies were received from Cllr Roundell Green, Cllr Angela Joy and Cllr Sally Burwood.

Resolved. To accept and approve the apologies given.

1320. 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).

None received.

1321. To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 20th October 2025 (LGA 1972, sch 12, para 41(1)).

Resolved. That the minutes of the Parish Council meeting held on Monday 20th October be signed as correct.

1322. Parish plan and budget

Councillors discussed potential long-term aims of the council and how to approach deciding what they were. It was felt it would be beneficial to try to determine the resident's opinions and suggestions possibly by a survey, but to initially hold a meeting with active groups, clubs and societies in the village to guide a survey content, this to be undertaken by an extraordinary meeting. The council also felt it essential to seek representation of all generations and would therefore encourage all attendees to seek opinions of their members to bring to the meeting. This will be publicised in The Web, on the noticeboards, website and Facebook. One key aspect for consideration is the council consider village resilience to be a top priority. The extraordinary meeting will be held in early 2026 in the village hall.

1323. Flood Resilience

It was noted that the survey had been received by JW Drainage, it was felt the visit had not been very successful. Cllr Rowswell noted that the drains had previously been discussed with Lee Norman from Somerset Highways and no action had been taken. Cllr England raised the available grants from the SRA and it was decided to investigate these further for a grant towards flood alleviation by clearing the gullies. The clerk will report the issues to Somerset Council again and try to ascertain what they will do to help the situation.

Cllr Wakely informed the council that a local farmer is meeting to discuss what he could do to help retain more water and silt on his land.

The council discussed using a company on a day charge to visit the parish and clear as many gullies as possible, it was felt there was a need to continue to involve Somerset Council as clearing the silt will be expensive and repetitive.

1324. SID

Cllr Bourn noted that he had managed to connect to the Speed Indicator Device and has downloaded 200,000 records from May through to November. Cllr Bourn will produce graphs to present the data and provide them for discussion at the next meeting.

1325. Potential Areas of Biodiversity Importance in SBP

Cllr Bourn provided a document which show areas that are considered to be important for biodiversity within Shepton Beauchamp. The information will be published to the website.

1326. Finance

To review the Bank Reconciliation as at 31st October 2025 previously circulated).

To approve the schedule of payments totalling £3,391.52 (previously circulated)

Resolved. The bank reconciliations were approved and signed as correct by a non-bank signatory. The payments were approved.

1327. Recreation Field grass cutting contract

It was noted this is a bi-annual renewal, not annual. There had been complaints relating to the recent grass cutting at the recreation field, these have been passed on by the clerk.

1328. Report from Clerk/RFO. For information only

The clerk noted the new laptop and thanked the council for the purchase. Microsoft Office has been purchased for an £84.99 charge; this has allowed back-ups to be held online and increase the digital security of the council.

It was noted the allotment holders have been contacted regarding their rent. Within this email was information relating to the formation of a committee to discuss the water connection at the allotments. The clerk will liaise with Cllr Burwood to determine a suitable time to hold a meeting and discuss the next steps.

There has been a new standard of compliance added to the Annual Governance Accounting Review (AGAR) this year. Assertion 10 refers to data accessibility and data protection. The clerk has been in contact with the website providers to check areas requiring improvement in order to comply. It was noted that councillors should be using their email addresses provided by the council for all council business. The clerk will send the relevant details to councillors as required.

1329. Annex A – Deferred items register

Annex A was updated

1330. Reports. For information only

Highways.

Cllr Rowsell reported there have been a few issues with streetlights that are not currently working. These have been reported via Somerset Council. It was noted there had been no response to the letter the council sent to Cllr Adam Dance regarding the flooding at the A303 flyover. The clerk will follow up.

Lethbridge Recreational Ground Committee

Cllr England reported that Colin England will start work on the pavilion in February. The Recreation Ground Committee has been postponed until 1st December. There has also been a blocked shower reported. Cllr Bourn raised the condition of the noticeboard at the front of the pavilion, it was decided this should be removed or repaired.

Ranger

Cllr Bourn reported that the ranger has been working well. The ranger has been asked to dig out the drain at the corner of Shells Lane, but he felt this wasn't within his scope of works in the contract.

Councillors queried the previous purchase of a spade for the task, and felt he should be asked again. It was noted he is attending Great Lane every week to clear leaves from the drains.

Allotments

The allotment holders have expressed an interest in the formation of a committee. Cllr Wakely noted that the houses being built would restrict access to the allotments via the new development.

Cowleaze

Cllr Bourn reported the ground was currently very wet and that it is hoped the last cut of grass will be completed this week. The committee have started to instal some pond liner in order to kill off some of the grass to enable wildflower seeds to be sown in the spring. It was noted that a grant application will be submitted due to required re-fencing.

Footpaths

It was noted that the footpaths have become quite slippery and there is still an issue with dog fouling in some places.

Defibrillator

There was no further update.

Meeting closed: 21:11 pm

Date of the next meeting: 15th December 2025

