

SHEPTON BEAUCHAMP PARISH COUNCIL

c/o Parish Clerk, Lavender Cottage, Shells Lane, Shepton Beauchamp TA19 0LX
E-mail: clerk@sheptonbeauchamp-pc.gov.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: **Monday 18th May 2026**

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

Councillors will be discussing all the items listed on the agenda

S Davies

Stella Davies
Parish Clerk
13th May 2026

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.

THE ANNUAL MEETING OF THE PARISH COUNCIL - AGENDA

Meeting Monday 18th May 2026 at 7:30 PM

Ser	Item	Lead	Time
1398.	Election of Chairperson and acceptance of office (Chairperson to sign a declaration accepting the office of Chairperson) (LGA 1972, s15)	Existing Chair	5 min
1399.	Election of Vice-Chairman	New Chair	3 mins
1400.	To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))	Clerk/RFO	1 min
1401.	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
1402.	To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Tuesday 21st April 2026 (LGA 1972, sch 12, para 41(1)).	Chair	1 mins
1403.	Insurance mins To review the quotes received from insurance companies and resolve To approve one of the companies to insure with either for an annual period commencing 1 st June, or for a fixed term LTA (long term agreement)	Clerk/RFO	20
1404.	Cowleaze Gully and Culvert clearance mins To review the quotes received and resolve which contractor to appoint to carry out the work.	Cllr Rowsell	10
1405.	Website WCAG2.2 compliance audit mins To review the various options sent by the website company and resolve which option, if any to approve.	Clerk/RFO	10
1406.	Internal Audit Report mins To review the internal audit report and consider what can be put in place to rectify the issues found. To resolve whether an interim audit of the first six months would be advisable.	Chair	10
1407.	Grant Awarding Policy mins To review the grant awarding policy in its current format and consider if any amendments are appropriate.	Chair	20
1408.	Finance To review the Bank Reconciliation as at 30 th April 2026 (previously circulated).	Clerk/RFO	5 mins

To approve the schedule of payments totalling £9,265.21
(previously circulated).