

SHEPTON BEAUCHAMP PARISH COUNCIL

c/o Parish Clerk, Redworthy, Lambrook Road, Shepton Beauchamp TA19 0LY
E-mail: clerk@sheptonbeauchamp-pc.gov.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 September 2026**

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

Councillors will be discussing all the items listed on the Agenda

Kim Lea

Kim Lea
Parish Clerk
15 September 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.

SHEPTON BEAUCHAMP PARISH COUNCIL - AGENDA

Meeting Monday 21st September 2026 7:30 PM

Ser	Item	Lead	Time
1448.	Election of Chairperson and acceptance of office (Chairperson to sign a declaration accepting the office of Chairperson) (LGA 1972, s15)	Vice Chair	5 min
1449.	To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))	Clerk/RFO	1 min
1450.	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
1451.	To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 20th July 2026 (LGA 1972, sch 12, para 41(1)).	Chair	1 min
1452.	Casual Vacancy - Co-Option of new Parish Councillor To review application received and resolve to appoint a parish Councillor to the vacant position, who should sign a Declaration of Acceptance of Office	Chair	15 mins
1453.	Grant Application To review the application received from the Art and Craft group and resolve whether to give a grant of £250	Chair	8 mins
1454.	Planning Application 26/01795/FUL 1 - 3 Silver Street Proposal: Alteration and extension of No's 1 to 3 Silver Street including: Reinstating No. 2 by internal alterations of No's 1 and 3 and construction a two-storey extension to No. 2. Plus, single storey extensions to the rear of both No's 1 and 3 to provide new kitchens, utility rooms and bathrooms To review planning application submitted	Chair	10 mins
1455.	Mud and flooding in village To update the council on any relevant developments	Cllr England Cllr Rowswell	10 mins
1456.	Financial Regulations (2025) V4 To resolve to approve the Financial Regulations V4	Clerk/RFO	5 mins
1457.	Data Audit Policy V1 and Data Audit Report V1 To resolve to approve the Data Audit Policy V1 and the Data Audit Report V1	Clerk/RFO	8 mins
1458.	Document Retention Policy V4 To resolve to approve the Document Retention Policy V4	Clerk/RFO	5 mins

1459. Parish Council October Newsletter	Clerk/RFO	2 mins
To resolve to approve the Parish Council Newsletter at a cost of £65		

1460. Finance	Clerk/RFO	5 mins
To review the Bank Reconciliations as at 31 st July 2026 and 31 st August 2026 (previously circulated).		
To approve the schedule of payments totalling £10,630.50 (previously circulated)		

To resolve to exclude members of the press and public. To agree that item 1461 below be dealt with after the public have been excluded as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

1461. Quote for one off Maintenance of Platinum Jubilee Garden	Chair	5 mins
Review quotes and resolve if any to accept		

If time permits

1462. Report from Clerk/RFO. For information only	Clerk/RFO
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1463. Reports. To receive updates from councillors:	All
Highways – AR	
Lethbridge Recreational Ground Committee – TE	
Ranger - NWC	
Allotments - NH	
Cowleaze - DB	
Footpaths – EW/AR	

For information only – no resolution required

1464. Annex A – Deferred items register – update	All
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Date of next meeting: Monday 19th October 2026