

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Councillors present: Cllr David Bourn (Vice-Chair) Cllr Steven Fidgeon
Cllr Tim England Cllr Andrew Rowswell
Cllr Dave Linten Cllr Sally Burwood
Cllr Ed Wakeley

Cllr Bourn (Vice-Chair) opened the meeting, welcomed the new Clerk and chaired until the election of the new Chair. Cllr Bourn announced that he will step down from his Councillor role at the end of 2026.

Action: Cllr Fidgeon

Resolved. The grant application was discussed and approved.

To review planning application submitted

Resolved: All Councillors voted to approve the application. Clerk to respond to Somerset Council.

Action: Clerk

To update the council on any relevant developments.

Cllr Rowsell has written to Cllr Steve Ashton who has contacted the Flood Advisory Group to see if any support is available.

It was agreed that flooding is the most significant issue within the village and the Parish Council will undertake necessary work to mitigate the risks and will keep Somerset Council updated on work carried out and costs. A maintenance plan will be put in place once all work is completed.

Defra funding for flood resilience in Somerset, is available but unsure if Shepton Beauchamp is specifically included and under what phase.

Access roads also need to be maintained, and Cllr Rowsell has written to Cllr Adam Dance regarding the ongoing flooding by the flyover which is the responsibility of Highways Dept. No response has been received to date. Cllr Fidgeon agreed to introduce himself and follow up with Cllr Dance.

Action: Cllr Fidgeon

To resolve to approve the Financial Regulations V4

Resolved: Financial Regulation V4 approved.

1457. Data Audit Policy V1 and Data Audit Report V1

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Resolved: Data Audit Policy V1 and data Audit Report V1 approved.

1458. Document Retention Policy V4

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Resolved: Document Retention Policy V4 approved.

1459. Parish Council October Newsletter

To resolve to approve the Parish Council Newsletter at a cost of £65.

Resolved: The spend of £65 was approved. Councillors are keen to keep residents updated on current issues and ongoing work within the village. Currently the newsletter is issued quarterly, and it was agreed to review the frequency following the January edition with a view to moving to bimonthly editions if there is enough news to report.

Action: Clerk

1460. Finance

To review the Bank Reconciliations as of 31st July 2026 and 31st August 2026 (previously circulated).

To approve the schedule of payments totalling £10,630.50 (previously circulated).

Resolved: The bank reconciliations were approved and signed by a non-bank signatory. The payment schedule was approved.

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.

There were no members of the public present.

1461. Quote for one off Maintenance of Platinum Jubilee Garden

Review quotes and resolve if any to accept.

Resolved. The two quotes were reviewed and the quote from Coral McMeakin was accepted.

Clerk to contact both contractors to advise on the outcome.

Action: Clerk

1462. Report from Clerk/RFO.

It has been reported that the footpath between Silver Street (at the end of the village) across the field to the higher road is overgrown.

A member of the public has asked if the benches at the Recreation Field will be replaced.

Councillors reported that these are currently being sandblasted and refurbished.

Cllr England will follow up on progress.

Action: Cllr England

Councillors reported that this would be too expensive as Health and Safety regulations would raise additional issues (fencing would have to be replaced).

Councillors approved the shed for the new allotment tenant and agreed the Clerk can ask the Ranger to strim the paths and vacant plots.

Action: Clerk

1463. Reports.

Highways

Cllr Rowswell reported that several potholes and the streetlight in Love Lane has been reported which are being dealt with. Dog fouling in the village is increasing . The dog waste bin at Cowleaze is often full. Clerk to look at cost of a larger bin.

Action: Clerk

Lethbridge Recreational Ground Committee

Cllr England reported that the roof has been completed on the pavilion and quotes are being collected to fence the Hawes memorial and to replace some of the play equipment in the playground. Councillor England to chase the outstanding fence quotes and confirm which play equipment should be quoted for.

Action: Cllr England

Allotments

Cllr Burwood and the Clerk remeasured some of the allotment plots and have visited the Wool Hayes Meadow site to locate the water meter. Unable to take a water reading as the site is not yet accessible due to building works. The Clerk has written to allotment holders who are not keeping to the allotment garden rules. Strimming of the overgrown plots and paths to be undertaken by the Ranger.

Cowleaze

Cllr Bourn reported that grass cutting has taken place and seeds will now be collected from the wildflower areas to encourage spread. There is good support from volunteers.

Footpaths

Clerk has emailed Somerset Council requesting an up-to-date summary of which footpaths Somerset Council maintain and a request for an up-to-date footpath/rights of way map.

For information only – no resolution required

1464. Annex A – Deferred items register – update

This was not discussed.

Meeting closed at 8.52pm