



Clerk: clerk@sheptonmontagueparish.gov.uk

Date: 31 July 2025

COUNCIL SUMMONS AND AGENDA

The next Meeting of Shepton Montague Parish Council will be the **Annual General Meeting held on **Thursday 7th August** at **7.00pm** in Shepton Montague Village Hall. Members of the Parish are welcome to attend.**

Open discussion; Opportunity for parish members to comment on agenda items prior to the start of the meeting.

Agenda

25/17; Declarations of interest.

Members to declare any interests, including disclosable pecuniary interests (DPI) they may have in agenda items that accord with the parish council's [Code of Conduct](#) and to consider any written requests from members for dispensations that accord with the Localism Act 2011 s33 (b-e) (this does not preclude any later dispensation).

25/18; Approve the [minutes of the last meeting held on 15th May 2025](#) as a true and accurate record of that meeting.

25/19; To receive the Clerk's report and to note any recommendations.

25/20; To receive Somerset Councillors July 2025 report.

25/21; Finance:-

- a) To note Payments since last meeting
- b) Review of Bank Reconciliations since last meeting.
- c) To note Clerk's salary payment made June 25 – next due September 25.
- d) To review updated budget to date.
- e) To note DRAFT completed CIL report for return by December 2026.

25/22; To note clerk's hours of work to date since last meeting.

Included in the meeting papers; Clerk's timesheets since May 2025. July hours = 8, June hours = 10 (2 hours annual leave taken), May hours = 33 hours.

25/23; To consider Clerk's recommendation to switch bank account from Lloyds to Unity Trust Business Banking and to discuss next actions.

UTB Business current account information.

25/24; CIL funds; Cllrs to decide and plan project to spend CIL funds.

25/25; Somerset Prepared Community Resilience;

- a. To receive invitation to take part in the Parish Preparedness Survey from LCN; Somerset Rivers Authority. Deadline is 19th September.**
- b. To receive invitation to Somerset Prepared Community Resilience Day 15th October at Taunton Racecourse.**

25/26; SALC News;

- a. Health & Wellbeing Grants; open for applications.**
- b. To note SALC's Somerset Parishes Conference which is being held on Friday 3rd October at the Canalside Conference Centre, North Petherton, TA6 6LQ**

25/27; Boreholes; Local database and regulation update.

25/28; To discuss upcoming Parish Fete and agree any outstanding actions.

25/29; Grass Cutting at Village Hall and Churchyard; To note that the contract has now been signed and received by the contractor.

25/30; Higher Shepton Village Notice board- relocation / renewal

25/31; To consider options in purchasing a new printer.

The most economical ink-jets use tanks of ink rather than cartridges, and this has been personally recommended. It's an Epson, and came out well in a Which? table

Given that the Clerk will need one for her other work, plus her own domestic printing, I think we may have previously discussed a proposal whereby

- 1) We buy the printer - it's then a SM PC asset**
- 2) The clerk arranges payment for all consumables (paper /ink)**

25/32; Planning items; To note the following planning applications received since the last meeting:

- a) 25/01467/FUL East Street Farm; Parish response to be noted.**

25/33; Agenda items for next meeting

25/34; Date of next meeting **6th November 2025, please forward any agenda items to the clerk by Monday 27th October 2025.**

Signed



S Mainstone
Parish Clerk

31 July 2025 on behalf of the Council