



Clerk: clerk@sheptonmontagueparish.gov.uk

Date: 15 January 2026

**To all members of Shepton Montague Parish Council:
COUNCIL SUMMONS AND AGENDA**

The next Meeting of Shepton Montague Parish Council will be held on **Wednesday 21st January 2026 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

25/55; Apologies for absence (LGA 1972 s85(1)).

25/56; 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).

25/57; Approve the [minutes of the last meeting](#) held on 6th November 2025 as a true and accurate record of that meeting.

25/58; To receive the Clerk's report and to note any recommendations.

25/59; To receive Somerset Councillors latest report.

25/60; To note and approve clerk's hours of work to date since last meeting.

a) To approve Clerk's additional 3 hours for Q3

b) To receive and approve Q3 Payroll summary

25/61; Finance:

a) . To consider budget to date and approve payments since last meeting.

b) To approve bank reconciliations since last meeting.

c) To approve list of direct debit payments for 2026-27; Monthly internet fee/ Quarterly Accountants fee.

d) To approve invoices and payments since last meeting

- e) To consider/approve application for payment card – application forms within meeting papers along with associated agreements and information. To decide:
- Named card holders and provide details for application form
 - Spending limits
 - MFG limitations
 - Statement options

25/62; Update regarding road safety project (increase in traffic through Higher Shepton)

Report circulated in meeting papers regarding estimated cost based on neighbouring parish experience.

- a) To decide next steps and review/update the proposed v.5 draft budget for 2026/27.

25/63 To consider/approve proposed v.5 draft budget for 2026/27.

25/64; To consider/approve the setting of precept for 2026/27

25/65; To consider nominations for attendance at SALC training events

25/66; Defibrillator update;

Cllr Willasey-Wilsey has ordered the defibrillator from the BHF and arrangements have been made for the Newt to reimburse the council for this purchase as a specific donation to the parish. A letter of thanks will be forwarded to the Newt for this kind donation.

25/67; To review updated asset register, for approval.

25/68; To note that the internal auditor has been scheduled for the beginning of April.

25/69; To note that the CIL report for 2024/25 and 2025/26 has been forwarded to the CIL officer at Somerset Council and published on the website.

To note the plan for the remaining funds (£402.41) to be used in the costs of the Speed Indicator Device (as advised by the Somerset CIL officer).

25/70; Planning items; To note the following planning applications received since the last meeting:

- a) **Date Registered:** Thursday, 11 December 2025
Applicant: Mr & Mrs O Clark
Location: Penham House, East Street, Shepton Montague, BA9 8JJ
Planning link: [25/02950/HOU](#)
- b) **Date Registered:** 6th January 2026
Applicant: Mrs S Beeny
Location: Stokeford Farm, Stoney Stoke, Wincanton
Application Number: 25/03055/S73
Application Type: Section 73 Determination
Closing date for comments: 27 January 2026


25/71; Agenda items for next meeting

- Review of Policies
- Annual Parish Meeting arrangements

25/72; To review meeting schedule for next year; Thursday 7th May, Thursday 18th June “Annual Parish Meeting”, Thursday 20th August, Thursday 19th November.

25/73; Date of next meeting Thursday 7th May 2026, please forward any agenda items to the clerk by Monday Monday 20th May 2026.

Signed



S Mainstone

Parish Clerk

15 January 2026 on behalf of the Council