



Clerk: clerk@sheptonmontagueparish.gov.uk

Date: 1 May 2026

**To all members of Shepton Montague Parish Council:
COUNCIL SUMMONS AND AGENDA**
**The Annual Meeting of Shepton Montague Parish Council will
be held on **Thursday 7th May 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

26/01; Election of Chair for the year 2026/27.

To nominate and elect a councillor to the office of Chair. The newly elected Chair will sign a Declaration of Acceptance of Office.

26/02; Election of Vice Chair for the year 2026/27.

To nominate and elect a councillor to the office of Vice Chair.

26/03; Apologies for absence (LGA 1972 s85(1)).

26/04; 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).

26/05; [Minutes of the last meeting.](#)

To approve and sign the minutes held on 21st January 2026, as a true and accurate record of that meeting.

26/06; To receive the Clerk's report and to note any recommendations.

26/07; To receive reports from Somerset Councillors.

26/08; To review Shepton Montague Parish Council Governing Documents/policies:
a) Standing Orders

- b) Financial Regulations
- c) Code of Conduct
- d) Risk Assessment and Management Policy
- e) Asset Register

26/09; To note and approve clerk's hours of work to date since last meeting.

- a) To approve Clerk's additional hours for Q4 (Total of 28)
- b) To receive and approve Q4 Payroll summary

26/10; Finance:

- a) To consider budget to date.
- b) To approve invoices and payments since last meeting.
- c) To approve bank reconciliations since last meeting.
- d) To approve list of direct debit payments for 2026-27; Monthly internet fee/ Quarterly Accountants fee. To note SALC affiliation fees are unchanged since 2025/26.
- e) To review/approve renewed Insurance quote – Amended details to cover £8K precept has incurred a rise from £250 to £264.

26/11; To review the Internal Auditor report and to note any recommendations.

26/12; AGAR 2025/26:

a) To consider and approve the Certificate of Exemption. To be returned to the external auditor no later than 30th June 2026.

b) Section 1:

To approve and sign the Annual Governance Statement 2025/26

c) Section 2:

To approve and sign the Accounting Statements.

d) To consider the suggested period for the exercise of public rights period (which must include 1st July 2026) 3rd June – 14th July 2026.

Authorities certifying themselves as exempt SHOULD NOT send the completed Annual Governance and Accountability Return to the external auditor.

The Annual Governance Statement should be approved before the Accounting Statements and both must be approved and published on the website before 1st July 2026.

26/13; To discuss plans for the Annual Parish meeting (and Council meeting) on 18th June.

- a) To discuss potential groups to invite.
- b) To discuss Council's annual report.

26/14; Update regarding road safety campaign.

26/15; Planning items; To note the following planning applications received since the last meeting:

a) **Date Registered:** 27th February 2026

Applicant: Mr T Gilbert

Location: Higher Farm, East Street, Shepton Montague, Wincanton, Somerset BA9 8JJ

Application Number: 26/00412/S73A

[Planning link](#)

Closing Date: 20th March 2026 **Comments:**

b) **Date Registered:** 16th February 2026

Applicant: Chris and Christina Boycott

Location: Parkland Farm, Parkland Farm Road, Stoney Stoke, Wincanton, Somerset BA9 8HZ

Application Number: 26/00259/FUL

Closing Date: 9th March 2026

Comments: Shepton Montague Parish Council have no objection to this application provided the treatment room is not planned for commercial use.

c) **Date Registered:** 16th February 2026

Applicant: Mr Paul Rawson

Location: Land OS 3426 Hadspen Estate, Bratton Seymour, Wincanton, Castle Cary, Somerset BA7 7NG

Application Number: 26/000156/FUL

Closing Date: 9th March 2026

Comments: Shepton Montague PC have no objection to this application, but would like to offer the following comments:

1. The applicant has agreed to ensure that **no construction traffic** will be routed through Shepton Montague village, and has undertaken to install appropriate signage.
2. The village is vulnerable to flash floods under extreme rainfall conditions, and the applicant has stated that the run-off from this development will be **below the original green-field value** – i.e. a net improvement.

We hope the Planning depart will help ensure that these conditions are adhered to.

d) **Date Registered:** 23rd April 2026

Applicant: Mrs Sarah Beeny

Location: Stokeford Farm, Stoney Stoke, Wincanton, Somerset BA9 8HR

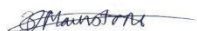
Application Number: 26/00816/S73A Section 73A determination

Closing Date for comments: 14 May 2026

25/16; To discuss agenda items for next meeting.

26/17; Date of next meeting **Thursday 18th June 2026, which will begin with the informal parish meeting. Please forward any agenda items to the clerk by Monday Monday 1st June 2026.**

Signed



S Mainstone

Parish Clerk

1 May 2026 on behalf of the Council