



Clerk: Sam Mainstone - clerk@sheptonmontagueparish.gov.uk

Date: 4 September 2025

MINUTES OF THE SHEPTON MONTAGUE PARISH COUNCIL MEETING HELD ON 7th AUGUST 2025 AT 7PM IN THE VILLAGE HALL

PRESENT:

Cllrs: Sykes (Chair), Hunter, Williams
Clerk and RFO: Sam Mainstone
Somerset Councillors: Cllrs Power & Trimnell
Parish members:1

Open discussion began at 7:05pm; Opportunity for parish members to comment on agenda items:

Responding to the Health & Wellbeing item; Defibrillator would be valued in the parish, Some research has been made as this may be an opportunity with the Health & Wellbeing grant funding if we proceed with an application – The defibrillators cost a neighboring parish £1000 each. Designated spots were discussed; phone box, village hall, near roads with history of car accidents. All agree this is something to pursue. Cllr Power mentioned that free defib training is available via Somerset Council.

Merging of Bratton Seymour & SM parish councils; Cllr Trimnell has looked into this since the last meeting and notes that there are 2 routes to achieve this objective; Following the 2027 election there will be opportunity to request a review, or secondly Cllrs could raise a petition to merge parishes, which would require a number of signatures from each parish. To be discussed further at next meeting.

**ACTION:LT
(Forward details to Clerk)**

Minutes SM Parish Council by Sam Mainstone

To be signed at next meeting:

Chair Signature:
Dated:

MINUTES – Meeting began at 7:22pm:

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).

None declared.

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

It was RESOLVED [for-against-abstain] [3-0-0] to approve the minutes of the meeting held on 15th May 2025 as a true and accurate record of that meeting.

Cllr Sykes signed the minutes.

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

Clerk's report was circulated to all and noted. Available on the website.

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

Cllr Trimnell reports;

- Boundary commission remains open until 11th August. Cllrs are recommended to respond, even if it is agreeable. The proposal will be for Cllr Power to only represent the Wincanton ward, but Cllr Trimnell will remain the representative for Shepton Montague and other surrounding parishes.

ACTION:JS

- Planning dept crisis; Parishes received an email from the LCN notifying of changes to the planning department methods for dealing with new developments. It was clarified to Cllrs that the Somerset Planning department will be unavailable in an attempt to catch up on the large backlog. Planning applications can be submitted, but cannot be chased up for a 3 month period. Enforcement officers will not be in action during this period. If there is a query then get in touch with Cllrs Trimnell/Power who will assist in any way they can. Enforcement queries should still be actioned in the usual way, they will be monitored, but it will not be prioritised. Breeches must still be reported in the same way.

ACTION:SM & JS

This is all part of the planned Transformation of Somerset Council, £190 million must be saved in the next 18 months. Outside agencies have been brought in to look at where savings can be made. Cllrs have raised concerns and will continue to make enquiries along the way.

Minutes SM Parish Council by Sam Mainstone

To be signed at next meeting:

Chair Signature:

Dated:

25/21; Finance:-

a. To note Payments since last meeting

Noted and agreed by all.

b. Review of Bank Reconciliations since last meeting.

Noted and agreed by all.

c. To note Clerk's salary payment made June 25 – next due September 25.

Noted and agreed by all.

d. To review updated budget to date.

Noted and agreed by all.

e. To note DRAFT completed CIL report for return by December 2026.

Noted – to be kept in the agenda for updates.

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.

Noted and agreed by all.

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.](#)

The recent issues with Lloyds business banking were discussed along with the Clerk's experience of Unity Trust Business banking and all agreed to the recommendation. Cllr Sykes proposed a switch to Unity Trust Business Bank Account, with the Clerk taking the necessary actions.

It was RESOLVED (3-0-0) to switch from Lloyds Business Banking account to Unity Trust Business bank account, and for the Clerk to make the necessary arrangements as soon as possible.

ACTION:SM

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

Options discussed.

Quotes were reviewed for a defibrillator to be installed at the telephone box, and a BBQ as part of the Village Hall equipment. It was proposed to purchase the recommended barbeque and to bring quotes and further details back to the next meeting with reference to the Defibrillator. This will all be part of the CIL funds budget.

It was RESOLVED (3-0-0) to purchase the recommended barbeque using the CIL funds.

ACTION:JS & V(MOP)

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.

Noted by all. Cllr Sykes will complete the survey.

ACTION:JS

b. To receive invitation to Somerset Prepared Community Resilience Day 15th October at Taunton Racecourse.

Cllr Sykes proposed that Cllr Watch may wish to attend this and will ask if he can attend.

Minutes SM Parish Council by Sam Mainstone

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Chair Signature:

Dated:

25/26; SALC News;

a. Health & Wellbeing Grants; open for applications.

Cllr Hunter reports this is the final round of grants from SALC Health & Wellbeing and enquiries were made as to whether it would be viable to make an application to cover the costs of resolving the problems with damp in the Village Hall building. The advice is not clear, but it was made clear the grant application would need to be made by the Council. It was proposed that the Clerk looks into making an application for this purpose. Cllr Hunter will forward the Clerk the relevant quotes.

It was RESOLVED (3-0-0) that the Clerk should proceed with application to the SALC Health and Wellbeing Grant for purposes of resolving the damp in the Village Hall.

ACTION:JH/SM

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

The clerk will most likely be attending this conference as a representative for Bruton, so will also represent Shepton Montague.

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

Cllr Sykes briefed Cllrs on his research and findings regarding boreholes. A response is awaited from the Environment Agency and Cllrs Trimnell and Power will assist further with these enquiries if required following this response.

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

Volunteers are needed for selling raffle tickets, which are usually sold in the Shepton Montague Inn leading up to the fete.

Cllrs Trimnell and Power volunteered to sell further tickets at the fete on Saturday 23rd August at 2pm.

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

Noted by all.

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

Cllr Sykes approached the Shepton Montague Inn, who have agreed to hosting the noticeboard on the pub wall. Quotes to be brought to the next meeting for new noticeboards.

ACTION:SM/PW

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

- a. We buy the printer which then becomes an SMPC asset
- b. The clerk arranges payment for all consumables (paper /ink)

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It was RESOLVED (3-0-0) for the Clerk to purchase the recommended printer which will become a SMPC asset, and for the clerk to arrange any necessary payments for paper/ink.

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

25/01467/FUL East Street Farm; Parish response to be noted.

Noted by all.

25/33; Agenda items for next meeting

- Merging of parish councils with Bratton Seymour; Clerk to research re Langport/Huish merge and return information at next meeting.
- Bring quotes to next meeting for defib/noticeboards/Walkie talkies (following a trial of some rental equipment)
- SALC H&WB grant; progress report on application for village hall damp fix.
- Footpaths; report/actions
- Free volunteer training available via SC for those undertaking general highways maintenance tasks (i.e. signage cleaning, footpath clearance etc.) – advertise on the SMPC website for the community volunteers.

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

Noted by all.

Meeting ended at 9pm

Signed



S Mainstone
Parish Clerk
4 September 2025 on behalf of the Council

Minutes SM Parish Council by Sam Mainstone

To be signed at next meeting:

Chair Signature:

Dated: