



Clerk: clerk@sheptonmontagueparish.gov.uk

Date: 25 August 2026

**MINUTES of the Shepton Montague Parish Council meeting
held on **Thursday 20th August 2026** at **7.00pm** in Shepton
Montague Village Hall.**

PRESENT:

Cllrs: Sykes (Chair), Williams, Willasey-Willsey

Clerk and RFO: Sam Mainstone

Somerset Councillors: Cllr Trimnell & Power send apologies

Parish members:0

Meeting started at 7:00pm

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

No requirement for open discussion this evening.

Minutes

26/32; Apologies for absence (LGA 1972 s85(1)).

Apologies received from Cllr Watch.

**It was RESOLVED [For-against-abstain] [3-0-0] to accept and approve the apologies
received.**

26/33; 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.

26/34; Minutes of the last meeting.

To approve and sign the minutes held on 7th May 2026, as a true and accurate record of that meeting.

It was noted that the date of the last meeting is 18th June 2026, not 7th May 2026. Cllrs reviewed the minutes dated 18th June 2026 that were circulated prior to the meeting, and approved as a true and accurate record.

It was RESOLVED [3-0-0] to approve the minutes dated 18th June 2026 as an accurate record of that meeting.

The Chair signed the minutes.

26/35; To consider that there have been no applications received for co-option at the date of publishing this agenda and to discuss next steps.

Cllr Williams has received some interest from a well-known member of the community and will encourage him to get in touch with the Clerk. It may mean changing the meeting to a Monday in order to accommodate this person.

26/36; To receive the Clerk's report and to note any recommendations.

Clerk's report noted by all.

26/37; To receive reports from Somerset Councillors.

Cllrs noted the July 2026 report from Cllrs Tom Power and Lucy Trimnell.

26/38; Defibrillator installation: To consider additional support guardians to be nominated.

Currently the nominated guardians are Cllr Sykes and Willasey-Wilsey. Cllrs to seek one additional guardian. The guardian monitors/checks the defibrillator and notifies the clerk if supplies are required.

26/39; To consider establishing a footpaths working group and decide next actions.

Cllr Sykes will approach a member of the community, this new working group could be led by the new councillor when he/she arrives.

26/40; To discuss ideas about engagement with Bratton Seymour residents.

This item will be put on hold for now.

26/41; Hornes Lane surface repair.

To receive an update from Cllr Sykes.

Cllr Sykes wrote to Highways contact to enquire regarding advice and guidance on contractors with the expertise, but has received no response to date.

Hornes lane is the responsibility of SC Highways. As this lane is causing discharge onto the main road, the work could be requested with them using the Somerset Council online reporting system. Photographic evidence can be uploaded to the online reporting system in support of the request. Cllr Sykes will action this once the Clerk has forwarded the link to the online reporting system.

26/42; New GDPR legislation:

- a) To note the briefing paper regarding the clerk's recent training
Noted by all. The clerk noted how important it is for cllrs to now have an appropriate council email address for council business. All agreed this should be added to next year's budget and the clerk will bring quotes and details to the next meeting.
- b) To review and note the councillors GDPR checklist and the policy update plan.
The Clerk will forward Cllrs the Cllr Checklist.
- c) To approve the DRAFT Privacy Notice.
Cllrs to review and Clerk to return to the next meeting for approval.
- d) To approve the DRAFT Appropriate Policy Document (APD).
Cllrs to review and Clerk to return to the next meeting for approval.

It became clear that the meeting papers folder link was unsuccessful for cllrs to access, which was noted by the clerk who will resolve this issue.

26/43; To note and approve clerk's hours of work to date since last meeting.

Noted and approved by all.

It was RESOLVED [3-0-0] to approve the clerk's hours of work to date since last meeting.

26/44; Finance:

- a) To consider budget to date.

Noted by all.
- b) To approve invoices and payments since last meeting (circulated in meeting papers)

Noted and approved by all.

It was RESOLVED [3-0-0] to approve the payments since the last meeting.

- c) To approve ICO subscription. Clerk's report circulated.

Approved by all as a direct debit.

It was RESOLVED [3-0-0] to approve subscription to the ICO and the clerk will set up a direct debit to the ICO for payment so that this does not get missed in future.

- d) To approve bank reconciliations since last meeting.

Cllrs approved the bank reconciliations since the last meeting and the Chair signed.

It was RESOLVED 3-0-0 to approve June and July 2026 bank reconciliations.

26/45; Road safety campaign:

- a) To receive an update regarding 20mph speed limit works
Cllr Sykes has been in touch with SC Highways representative to highlight works incomplete, no response to date, but will keep chasing.

- b) To consider purchasing a Speed Indicator Device, utilising the remaining CIL funds to support this cost.

There is already approved budget, plus CIL funds are in place for this. Cllrs agreed to purchase, just selection to take place. Cllrs agreed they would like to look at the devices in Sparkford and the Clerk will explore for return to the next meeting.

- c) Horns Lane; to consider options for advice and guidance with resurfacing.
This item has already been discussed (Item 26/41).

26/46; Planning items; To note the planning applications received since the last meeting, which can be found on the website [here](#):

- a) **Date Registered:** 10th July 2026
Applicant: Mr Paul Rawson
Location: Land OS 3426 Hadspen Estate Bratton Seymour Wincanton Castle Cary Somerset BA7 7NG
Application Number: 26/00156/FUL
Closing date for comments: 31 July 2026
Parish response submitted: 30th July 2026
- b) **Date Registered:** 4th August 2026
Applicant: Mr Dimond
Location: Higher Farm East Street Shepton Montague Wincanton Somerset BA9 8JJ
Application Number: 26/01624/FUL
Closing Date for comments: 25th August 2026

It was RESOLVED [3-0-0] that Cllrs have no objections to this application.

25/47; To discuss agenda items for next meeting.

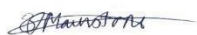
- 1. Items carried forward;
 - a. Co-Option
 - b. Footpaths working group
 - c. Horns Lane update
 - d. GDPR – New policies for approval
 - e. Speed Indicator Device – Selection for purchase
- 2. Water levels/Flooding – River Pitt river gauges.

26/48; Date of next meeting **Thursday 19th November 2026 , please forward any agenda items to the clerk by **5th November 2026**.**

Due to potential new cllr availability, this meeting has been changed to **Monday 16th November 2026** to accommodate. The Clerk will update the website.

Meeting ended at 8:50pm

Signed



S Mainstone Parish Clerk on behalf of the Council **25 August 2026**.