



Clerk: [clerk@sheptonmontagueparish.gov.uk](mailto:clerk@sheptonmontagueparish.gov.uk)

Date: 18<sup>th</sup> June 2026

## **The community of Shepton Montague Parish Annual Parish Meeting:**

### **Opening of Parish Annual Meeting at 7:00pm:**

- Shepton Montague Parish Council Chair, John Sykes, opened the meeting with the Chair's report, which will be available on the website with the minutes of this meeting.
- Due to a period of ill health and annual leave, the Clerk noted that the individual invitations for the Parish meeting, as discussed in the last meeting, had not been sent. It was agreed to use the list of suggested invitees for next year's Parish meeting.
- **The projects detailed in the Chair's report were discussed:**
  - A working group for footpaths.
  - Emergency planning – volunteer needs prompting for this. Cllr Sykes to make contact.
  - Hornes Lane –surface needs to be stabilised. Advice to be sought from experts, with farmers using the route to be involved in discussions.

**As there were no members of the community present, the Annual Parish Meeting closed at 7:19pm.**

## **MINUTES of the Shepton Montague Parish Council Annual meeting held on **Thursday 18<sup>th</sup> June 2026 at 7.00pm** in Shepton Montague Village Hall.**

### **PRESENT:**

**Cllrs;** Sykes (chair), Williams and Willasey-Wilsey

**Clerk:** Sam Mainstone Clerk/RFO

**Somerset Councillors:** Clerk omitted to invite Somerset Councillors.

**Parish Members:** 0

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

No open discussion as no parish members present.

**Meeting started at 7:19pm**

**26/18; Apologies for absence (LGA 1972 s85(1)).**

Apologies received from Cllrs; Watch and Hunter.

**It was RESOLVED [For-Against-Abstain] [3-0-0] to accept the apologies and reasons given.**

**26/19; 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.

**26/20; [Minutes of the last meeting.](#)**

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

- a) To note that the Notice Period for the exercise of Public Rights has been changed to **Monday 15<sup>th</sup> June – Monday 27<sup>th</sup> July**, due to an unexpected delay in publishing the accounting documents.

**It was RESOLVED [3-0-0] to approve the minutes dated 7<sup>th</sup> May 2026 as a true and accurate record of that meeting.**

**26/21; To receive the Clerk's report and to note any recommendations.**

Noted by all.

**26/22; To receive reports from Somerset Councillors.**

Unfortunately, the clerk neglected to invite Somerset Councillors this evening and will send her apologies with the minutes.

**26/23; Defibrillator installation:**

- a) To consider offer of community first aid training (free of charge)

The defibrillator has been successfully installed.

There are various avenues for free training available: -

- Cllr Willasey-Willsey has been in discussion with a contact from South West Ambulance Service who has offered free training. Dates to be confirmed. Numbers will be required. The venue for this is planned at the pub and Cllr Willasey-Wilsey will be organising this.

- Good Company Bruton are launching a campaign, with the first session in June 2026. The Clerk will ensure this is published on the website and shared with Cllrs and Shepton Montague community.
- b) To consider ways to share the news and location of the new defibrillator, and to thank all those involved in making it happen.

A good news story will be posted on the website by the Clerk, celebrating this new installation and thanking those who made it possible. This will also be used to invite interest for the free training.

**26/24; To note that the Clerk laptop needs a health check and to consider options.**

Cllr Sykes suggested that the insufficient RAM may be the issue. Cllr Sykes will explore increasing the RAM.

**26/25; To discuss ideas about engagement with Bratton Seymour residents.**

The rationale; when it comes to next April, some councillors will be stepping down and there will be a need for willing applications. Bratton Seymour residents may be interested in merging to improve their community and gain voices.

A leaflet drop was proposed, to gain an idea of appetite from Bratton Seymour residents in the first instance. In her absence, Cllr Hunter is proposed to design the leaflet to bring back to next meeting.

Clerk to explore previous advice regarding merging with Bratton Seymour, to clarify requirements.

**26/25; To note and approve clerk's hours of work to date since last meeting.**

Noted.

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

**26/26; To consider the renewed grass cutting contract and note the new charge of £18 per hour.**

Noted and approved as very reasonable charges.

**It was RESOLVED [3-0-0] to approve renewed grass cutting contract with new charges.**

**26/27; Finance:**

- a) To consider budget to date.

Noted and approved by all.

- b) To approve invoices and payments since last meeting.

Noted and approved by all.

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

- c) To approve bank reconciliations since last meeting.

Noted and approved by all.

**It was RESOLVED [3-0-0] to approve the bank reconciliations since the last meeting.**  
Cllr Sykes signed the bank Reconciliations for May 2026.

**26/28; Update regarding road safety campaign:**

- a) To note that the public consultation period ended in April, which resulted in no objections.

Noted by all.

- b) To receive the recent estimate to implement the 20mph scheme (Total estimate from Somerset Highways at £1550 - £500 deposit already paid), and consider next actions.

Noted and approved by all.

**It was RESOLVED [3-0-0] to approve up to £3000 to progress this project.**

**26/29; Planning items; To note there have been no new planning applications received since the last meeting.**

Noted by all.

**25/30; To discuss agenda items for next meeting.**

- Bratton Seymour leaflet drop
- Update on Defib training
- Footpaths – to discuss the idea of a volunteer working group

**26/31; Date of next meeting **Thursday 20<sup>th</sup> August 2026**. Please forward any agenda items to the clerk by 12<sup>th</sup> August 2026.**

Noted by all.

**Meeting ended at 8:30pm**

S Mainstone  
Parish Clerk/RFO  
**19<sup>th</sup> June 2026** on behalf of the Council