



Bruton Town Council

Minutes of the Town Council Meeting held on Tuesday 29th March 2016 in the Bruton Community Hall

Present: Councillors: Anderton, Brownlow, Carey-Downes, Crawford, Hall, Hood, Hughes, Jones, Marsh and Pickering
In the Chair: Councillor Hall
In attendance: County & District Councillor Groskop
The Clerk

15/176 Minutes of the Meeting held on 23rd February 2016

Item 15/164 f iii should read "Councillor Brownlow and James **Hood** recently met with the Head of Kings School". It was then proposed and seconded that the amended minutes of the meeting held on 23rd February 2016 be adopted as a true and accurate record.

Resolution Adopted 10-0-0

15/177 Declarations of Interests

There were no declarations.

15/178 Apologies for Absence

Apologies were received from Councillors Baker, Pawsey and Phillips. Apologies were also received from Steve Turner.

15/179 Public Question Time

There were no questions.

15/180 Action Points from Previous Meeting

The Clerk reported on the action points from the previous meeting. The administration book will be purchased once the most recent edition (version 11) is published. No further progress has been made regarding the BCP grant application and the outhouse on Crown Green. All other items are on the agenda.

15/181 Reports from Committees

a) Planning Committee

Councillor Hall reported on a recent planning training workshop which was attended by many of the Planning Committee. The workshop concentrated on how to deal with planning negotiations prior to applications being submitted.

i) Planning Committee Meeting 9th March 2016

It was proposed and seconded that Council adopt the recommendations of the Planning Committee.

Resolution Adopted 10-0-0

ii) Planning Committee Meeting 23rd March 2016

This meeting was cancelled and will now take place on Wednesday 30th March 2016.

b) Finance & General Services Committee

i) Internal Audit Report

The internal audit report for quarter 3 prepared by Emma Miller was presented to Council by the Clerk. No issues have been raised. It was proposed and seconded that the internal audit report be approved.

Resolution Adopted 10-0-0

ii) Pensions

Councillor Hood reported that he had spoken to the Pension Trust and has received an application form which will need councillor signatories. The application form will be signed at the end of the meeting.

iii) Financial Regulations

It was proposed and seconded that Councillor Julie Carey-Downes be nominated to verify bank reconciliations produced by the RFO as per Council's financial regulations.

Resolution Adopted 9-0-1

iv) Suspension of Standing Orders

It was proposed and seconded that Council suspend standing orders to revoke resolution minute no. 15/164 c.iii) in order to allow further consideration of the invoice for Riverside Walk.

Resolution Adopted 10-0-0

v) Invoice for Riverside Walk

The Clerk reported that, after the last meeting, a credit note had been received reducing the amount owed to £3,000 plus VAT, which is the amount allocated from the Town Council on the original contract. The Clerk has spoken to Steve Fox of SSDC to enquire about the £1,000 allocated by SSDC and not received. It was explained that the £1,000 was not intended as a cash amount, but in lieu of time and equipment supplied such as benches and tables. The Clerk believes that any further negotiations are unlikely to produce a better result and therefore recommends to Council that the outstanding amount be paid.

It was therefore proposed and seconded that the final invoice for £3,000 plus VAT be paid.

Resolution Adopted 10-0-0

vi) Suspension of Standing Orders

It was proposed and seconded that Council suspend standing orders to revoke resolution minute no. 15/140 c. relating to Community Kids in order to allow further consideration on the issue.

Resolution Adopted 10-0-0

vii) Grant application from Community Kids Pre-School

Councillor Hall reported that further information had come to light since the initial decision to refuse a grant. Funding to repair the roof at the back of the building has been given by SCC and SSDC. Funding to repair the roof at the front is to be provided by Community Kids. Councillor Pickering stated that her worries concerning the cost of the repair had been allayed by SSDC who had also questioned the cost and received a cheaper quotation. The governance of the organisation was questioned and although the pre-school provides an important service to the community, it was generally agreed that controls are needed to ensure the future of the school including a possible Town Council representative on the Board of Trustees.

It was proposed and seconded that, on this occasion, a grant request for £500 be approved.

Resolution Adopted 10-0-0

c) Services and Amenities Committee Meeting 8th March 2016

Councillor Hughes reported on the meeting held on 8th March 2016. In particular the following was reported:

- Renewal reminders have been sent to all allotment holders. A new barrel has now been fitted at Durslade Community Garden.
- Cuckoo Hill negotiations have been put on hold due to Rob Parr being away for a few weeks. It is however on SSDC's work plan for this year.
- Councillor Marsh presented an updated plan for the JP Development Programme. Due to the work commitments of James Divall, Councillor Marsh is less optimistic of having a document ready for the Packhorse Fair. A meeting with the visitors is to take place on 6th May 2016 although it has already been explained that we are somewhat off a detailed proposal. A detailed document as provided will be needed to obtain funding. Groups set up will need to have a Council representative. Councillor Baker has already agreed to be the representative on the Community Hall Group. Councillor Hall volunteered to be the Sponsoring Group representative.
- It was stated that it had previously been agreed that the man on the bench sculpture be saved for the town and various fund raising possibilities were discussed. The Town Council is unable to spend public money to buy pieces of artwork and so it will be the responsibility of other organisations in the town to raise money.

After discussion it was proposed and seconded that the minutes of the Services and Amenities Committee be approved.

Resolution Adopted 10-0-0

i) Cantilever Swing at Youth Area

Councillor Pickering presented three quotations, two of the quotations are for repair of the current wooden structure and the third quotation is for a new metal frame to replace the current wooden structure. After discussion it was proposed and seconded that the quotation for a new metal frame for £6,000 be accepted.

Resolution Adopted 10-0-0

ii) Dog Bins

It was reported that SSDC has agreed to add the emptying of two additional dog bins to its rota for Bruton. It was therefore proposed and seconded that two dog bins be purchased.

Resolution Adopted 10-0-0

The locations of the new dog bins are still to be agreed. Councillor Anderton will ask residents for their opinions on Facebook.

iii) Sign Boards for Town

Councillor Pickering reported. The information boards in town are in need of updating and the Bruton Community Partnership has agreed to fund this. The information on the boards is still to be finalised but it has been suggested that laminated signs be put on top of the current information boards as this will be cheaper than purchasing replacement boards. It has also been suggested that perspex waterproof leaflet holders be attached to the boards, initially as a trial, so that up-to-date literature is always available. After discussion it was proposed and seconded that Council purchase the leaflet holders.

Resolution Adopted 10-0-0

Councillor Pickering also reported that discussion had taken place with BCP regarding stone "Welcome to Bruton" signs being installed, with the Bruton Stonemason offered to engrave any stones free of charge.

d) Transport Committee Meeting 15th March 2016

Councillor Brownlow reported on the Transport Committee Meeting held on 15th March 2016. There is concern that the 20mph scheme has taken so long but reassurances have been received from SCC that the proposal will be advertised no later than week beginning 28th March 2016. If no objections are received SCC will be in a position to order the signs in May 2016.

County and District Councillor Groskop reported that she had spoken to County Councillor Fothergill about the re-opening of the gulleys in St. Catherine's Hill. County Councillor Fothergill believes the best way forward is for white lines to be painted, although this is not the solution the Town Council prefers. Councillor Brownlow will therefore write again requesting that the gulleys be reopened and will obtain a quote from a local contractor.

i) SID's Report

Councillor Brownlow reported in the absence of Steve Turner. The latest report has been distributed to Councillors. Rechargeable batteries and a battery charger have been purchased by the Clerk to facilitate the use of the SID.

ii) Darkey Lane

The Clerk reported that the middle of the lane has now been upgraded and extra drains added. It is hoped that this will greatly improve the access for pedestrians.

e) Communications Committee Meeting 16th March 2016

Councillor Anderton reported. Feedback from Councillors was requested and received. After discussion it was proposed and seconded that the recommendations of the Communications Committee to go live with the new Town Council website be approved.

Resolution Adopted 10-0-0

i) Website Governance

Councillor Hall reported. Bruton Community Partnership has stated that it no longer wishes to be responsible for the website and has received a quote from a local resident to keep the site updated. Councillor Marsh stated that there was uncertainty over the aims of having a website. This item will be discussed further at the next Communications Committee Meeting.

15/182 Town Plan

Councillor Hood reported. A meeting recently took place to discuss the preparation of the Town Plan attended by Councillors Brownlow, Hood and Jones, together with Pat Blanpain-Forder, Amanda Riley-Pickthall, Matthew Rawlingson-Plant and David Weston. A bid has been prepared for a £1,000 Community Grant from SSDC. A document has previously been circulated to Councillors, itemising the themes on which the plan will be based.

It was proposed and seconded that Councillors agree that the consultation themes for the Town Plan should be as in the document circulated.

Resolution Adopted 10-0-0

15/183 Youth Club/Youth Council

Councillor Pickering reported in the absence of Councillors Baker and Pawsey. A reply is still awaited from Judy Morrison. Councillor Pawsey will be leading this but a Bruton volunteer is still required.

15/184 Council Stand at the Packhorse Fair

A meeting took place on 7th March 2016 between Councillors Crawford, Hood, Jones and Pickering. It is hoped that there will be room in the stand used by the Museum and Bruton Trust, but if not the Town Council will need a separate stand. Councillor Crawford is preparing a rota for the day. Another meeting is to be arranged.

15/185 Town Work Plan – review and exceptions reports

The Chairman presented the work plan. Councillors stated that they felt the work plan was not up-to-date. The Clerk will action.

15/186 Reports:

Town Councillors – Councillor Pickering reported that the Spiral of Light event was very successful after its original postponement due to bad weather. The licence for the Packhorse Fair and road closure has been obtained and a park and ride has been organised from Gilcombe Farm. Stewards for the Fair are being provided by the Carnival Club.

Councillor Hood reported that he had attended various meetings and he had spoken to the Western Gazette about Speedwatch. Frome Town Council has extended an invitation to Councillors to visit.

Councillor Jones reported that he had attended a meeting with Anna Groskop to discuss the business hub.

Councillor Marsh asked that the Clerk investigate why the skate park sign had not been delivered.

County Councillor and District Councillor Groskop – Councillor Groskop reported that she had visited four premises with the regeneration officer. Three shop requests have been received. Concern was expressed about delays with the 20mph scheme. A request has been received from Church Bridge Stores for parking restrictions to be implemented on the bridge. Bruton Primary School has received a good Ofsted report although maths and reading still need to improve.

Chairman – The Chairman reported his thanks to Noel Radford and Ian Stephen who had undertaken tree works free of charge in Jubilee Park and the Churchyard respectively. Kings School recently organised a dinner for the Active Living Group. Correspondence from a resident regarding the precept had been responded to. An e-mail had been received from Anna Groskop regarding available grants for the Youth Club. A meeting has been arranged with SSDC to discuss the possible asset transfer of the Dovecote Building.

15/187 Items for next agenda

TC representative on pre-school board of trustees. Councillors are asked to forward items for the next agenda to the Clerk by Monday 18th April 2016.

15/188 Accounts for Payment

1	K F McCarthy	Salary – March 2016	£1105.64
2	HMRC	Tax/NI – March 2016	£220.46
3	Community Council	Subs 2016-2017	£40.00
4	CommuniCorp	Clerks & Councils Magazine subs	£12.00
5	Daily Internet Services Ltd.	Website/e-mail account fees	£107.99
6	Councillor James Hood	Mileage to attend training	£14.40
7	Extra Energy	Electricity bill 12/1/16-11/2/16	£34.47
8	Three Counties Tree Services	Grounds maintenance-March 2016	£843.00
9	Noel Radford	Tree work – Riverside Walk	£320.00
10	Rutter & Rutter Solicitors	Refund overpayment re memorial bench for Bailey	£175.00
11	Bruton Museum	Grant re stair-lift	£50.00
12	Lyreco	Toners for printer	£338.16

13	Viking	Stationery	£53.10
14	Vodafone	Phone bill to 29/02/16	£17.48
15	E M Accounts	3rd quarter internal audit fee	£50.00
16	ICO	Data Protection Registration	£35.00
17	SALC	Councillor Training 18/2/16	£20.00
18	SLCC	Annual Subs 2016-2017	£149.00
19	Viking	Battery charger for SID	£20.39
20	Wincanton Print Co. Ltd.	5 x signs for St. Catherine's Hill	£82.80
21	Three Counties Tree Services	Grounds maintenance 15/16 March	£639.00
22	Extra Energy	Electricity bill 12/2/16 – 11/3/16	£31.58

Resolution Adopted 10-0-0

15/189 Correspondence

1.	MTIG	Notice of meeting 28th April 2016
2.	Clerks & Councils Direct	Magazine March 2016
3.	Ashtav	Magazine Spring 2016
4.	Somerset & Avon Police	Newsletter Spring 2016
5.	Mr. N. Clark	Letter to Council re Dog Fouling
6.	SLCC	The Clerk Magazine March 2016
7.	Quantum Traffic	Opportunity to quote/tender for traffic management
8.	First Group	SW Rail Franchise

15/190 Confidential Business – Motion to exclude the Public

It was proposed and seconded that in view of the confidential nature of the business about to be transacted the public and press be excluded.

Resolution Adopted 10-0-0

15/191 Station Road Car Park

The Clerk reported that only one of the written quotations requested had so far been received and it was proposed and seconded that this item be considered at the next Services and Amenities Committee Meeting, with the Committee being delegated powers to resolve the issue to prevent further delay.

Resolution Adopted 10-0-0

Members of the Council considered these matters in the exercise of their functions: Equal opportunities (race, gender, sexual orientation, marital status and any disability): Crime and Disorder, Health and Safety and Human Rights.

Action Points

1. Clerk to pay SSDC invoice.
2. Clerk to write to Community Kids with Council's decision.
3. Purchase cantilever swing – Clerk/LP
4. Purchase 2 dog bins and arrange locations – Clerk
5. Purchase leaflet holders – LP
6. Write again re St. Catherine's Hill gulleys – MB
7. TC website to go live – SA
8. Website governance – Communications Committee
9. Chase delivery of skate park sign – Clerk
10. Quotations for Station Road car park – Services & Amenities Committee