

**Minutes of the Town Council Meeting held on Tuesday 29th November 2016
in the Bruton Community Hall at 7.30 pm**

Present: Councillors: Anderton, Baker, Brownlow, Crawford, Hall, Hood, Jones, Marsh,
Phillips, Pickering and Robinson
In the Chair: Councillor Hall
In attendance: The Clerk

16/145 Welcome and Apologies for Absence

Apologies were received from Councillor Hughes. It was reported that Councillor Alex Rubbo has resigned and the Clerk will advertise the vacancy. Alex was thanked for his help.

16/146 Declarations of Interests

Councillor Marsh declared a pecuniary interest “Jubilee Park Soakaway” as vice-chairman of BUFC, a personal interest in “F & GP Meeting - Grants” as a member of Bruton Trust and also a personal interest in “Grounds Maintenance Contract” as one of the applicants is known to him.

Councillor Hood declared a personal interest in “Durslade Community Orchard” as he is an allotment holder.

Councillor Pickering and Councillor Baker declared a pecuniary interest in “F & GP Meeting – Grants” as organising members of the Packhorse Fair.

Councillor Hall and Councillor Robinson declared a personal interest in “Grounds Maintenance Contract” as one of the applicants is known to them.

Councillor Anderton declared a personal interest in “F & GP Meeting – Grants” as his wife is involved with organising the Christmas trees.

16/147 Minutes of the Meeting held on 25th October 2016

The minutes were not available at this time and it was proposed and seconded that the minutes of the meeting held on 25th October be considered for approval at the next full Council meeting in January 2017.

Resolution Adopted 11-0-0

16/148 Minutes of the Extraordinary Meeting held on 8th November 2016

The minutes were not available at this time and it was proposed and seconded that the minutes of the extraordinary meeting held on 8th November be considered for approval at the next full Council meeting in January 2017.

Resolution Adopted 11-0-0

16/149 Public Question Time

A member of the public expressed concern over continuing problems with potential flooding in the Cuckoo Hill and Eastfield areas, particularly in light of the proposed new development across the road at Marksdanes. A tank installed after the last flood was seen to overflow after recent heavy rain and although residents regularly clear the drains, they do still seem unable to cope with excessive rainfall. The Chairman reported that Dan Martin from the County Council had visited the site and has proposed a new drain between Cuckoo Hill

and Eastfield, along the side of the area designated for the play area. It was suggested that this topic should be brought up at the next Cuckoo Hill residents meeting and the Association could then liaise with the Town Council. Councillor Anderton also spoke of his disappointment that recent works on the A359 to alleviate excessive water on the road had not improved the situation.

A second member of the public, who lives in Dropping Lane, spoke about the dangerous speeds encountered on this road and her real concern about the safety of residents in the area, many of whom have to step right into the road when exiting their gateways. An appeal to the Town Council was made for a 40mph mandatory speed limit on this busy approach to Bruton. A petition has been sent by the resident to County Highways and it was asked whether a speed gun could be situated occasionally on that part of the road. County Councillor Anna Groskop stated that a safety audit of this area is to be made by Colin Fletcher, the results of which will dictate what action next will be taken.

16/150

Action Points from Previous Meeting

The Clerk reported on the action points from the previous meeting. The memorial bench has been inspected and is being repaired. The offer to buy some of the play equipment has been accepted. A new cleaner for the office has been appointed to work one hour a week. The purchase of notice boards is still on-going. Councillor Brownlow is awaiting a reply from Councillors Hughes about using the Parish Ranger Scheme. Councillor Hall has instructed Julian Shave to remove debris from the churchyard. The Capping Consultation letter has been sent. The design rights for "Step into Bruton" are not an issue. A request for volunteers on Facebook is on-going. The review of Terms of Reference is on the agenda.

16/151

Reports from County and District Councillor

County and District Councillor Anna Groskop reported.

- The gritting lorries have been out recently overnight at a cost of £8K each time.
- More money has been made available in the Autumn Statement for pothole repairs.
- There is still a £70 million deficit.
- Staff levels in recent years have dropped from 6,100 to 3,800, with currently no recruitment taking place at the County Council.
- The loss of staff has resulted in more consultants being used.
- Councillor Groskop recently attended the opening of the new mathematics department at Bruton School for Girls.
- Councillor Groskop reminded Council that her term as TC representative to Sexeys School will end in February 2017.

16/152

Reports from Committees

a) Planning Committee

i) Planning Committee Meeting 26th October 2016

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

Resolution Adopted 11-0-0

ii) Planning Committee Meeting 9th November 2016

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

Resolution Adopted 11-0-0

b) Services and Amenities Committee

i) Update on sale of Eastfield Play Area

The Clerk reported that having spoken to SSDC, a letter from the Town Council is required asking for restrictions on the land to be removed. The Clerk was instructed to send the necessary letter and it was proposed and seconded that the Clerk be delegated powers to undertake any further actions that are necessary to facilitate the sale of the play area.

Resolution Adopted 11-0-0

ii) Town Council Information Boards

Councillor Pickering reported and presented costs to Council. The total cost of printing 6 boards is £620.50. It was proposed and seconded that the order be placed.

Resolution Adopted 11-0-0

iii) Design/Sponsorship of Town Signs

Discussion took place as to whether sponsorship should be added to the town signs. Initial results from the Town Plan suggest that residents would like the signs replaced although Councillor Anderton felt that no Town Council money should be used. After consideration it was proposed and seconded that logos only be placed on the town signs, with Council to see the signs before final completion.

Resolution Adopted 11-0-0

iv) MUGA – Invitation to Tender

Councillors Marsh and Phillips reported. The football and netball clubs have yet to respond to the brief. Planning officers have been contacted and they have stated that planning permission should not be necessary if structures are not over 4 metres in height. The conservation officer and Rebecca Kimber-Danger of the Visitors have also been contacted. It was explained that the project brief is the instruction for Rob Parr to issue an invitation to tender which itself will drive the fund raiser in March which will drive the bid to Viridor Credits. It is hoped to start building in September 2017 and complete by mid-October 2017. Funding from SSDC of £35K and S106 money of £10K have been confirmed in writing. The Town Council, the Fund Raiser event and Viridor Credit are the other sources of funding.

It was proposed and seconded that the MUGA project brief be approved.

Resolution Adopted 11-0-0

It was proposed and seconded that approval be given to delegate powers to the Clerk in consultation with the project team consisting of Councillors Marsh and Phillips to issue invitations to tender for the MUGA on behalf of the Town Council.

Resolution Adopted 11-0-0

v) Jubilee Park Soakaway

Recent works on a soakaway in Jubilee Park have damaged a corner of one of the football pitches, this having been temporarily repaired by the football club at a cost of £210. The Clerk will contract the contractor who did the work on behalf of Yarlington Homes to request that they make good the work at a time convenient to the football club.

vi) Durslade Community Orchard

Councillor Pickering will speak to Hauser & Wirth concerning a problem with rabbits at the Community Orchard and will report back to the next full Council meeting in January.

vii) Litter Bin for High Street

It was reported that a bin previously bought for the High Street could not be fitted due to it partially covering a drain cover. The original bin will be stored for later use and the Clerk will try to source a narrower bin.

c) Transport Committee

i) Lease of County Field

Councillor Brownlow will finalise a letter to the County Council concerning the offer made and will circulate to all Councillors.

Councillor Brownlow then reported the following:

- The Governors of Kings School are keen to see traffic calming measures outside the school and will fund Fin McNab's fees for the survey.
- A meeting recently took place to discuss improvements to the pathway between the art gallery and the railway station. Three quotations are to be obtained and it is hoped there will be enough donations from various organisations to cover the cost.
- Posts for the 20mph signs have been erected in the town.
- A speedwatch update had been received from Steve Turner who requested that 2 further batteries be bought for the SID. The Clerk was delegated to buy the batteries.
- Inconsiderate parking in Patwell Street has been reported with a request made by a resident for further bollards to be placed on the pavement. This would impact on such things as removal lorries and Councillors will wait until Colin Fletcher has been consulted. It was stated that illegal parking that causes obstruction should be a police matter.
- Debris on the road due to heavy rain has been a problem.
- Pictures sent showing a problem with HGV's in the town will be discussed at the next Transport Committee Meeting.

e) Communications Committee

Councillor Anderton reported. Invitations to tender for website maintenance will be sent out.

16/153

Internal Audit Report

This item will be dealt with under "Finance & General Purposes Committee Meeting 22nd November 2016".

16/154

Terms of Reference for Committees

It was proposed and seconded that Councillor Robinson form a working group to prepare the Terms of Reference for each of the separate Committees and to also review the structure of the work plan.

Resolution Adopted 11-0-0

- 16/155** **Town Flood Plan**
The flood plan will be reviewed by a working party consisting of Councillors Anderton, Baker and Hall, with findings reported to the next full Council meeting.
- 16/156** **Town Plan**
Councillor Hood reported that the closing date has now passed with 355 responses received. The expenditure for the prize draw had been agreed at the last Finance Meeting and the draw will take place at the Bruton Christmas Evening on Wednesday 7th December 2016. Councillor Jones is working with the Heads of Geography at both Bruton School for Girls and Sexeys with students helping to analyse the data.
- 16/157** **Railway Station**
A letter received from the Friends of Bruton Railway Station expressing concern over the condition of the access footpath on Darkey Lane was discussed. It was agreed that, on the proviso that permission from Highways is received, the previous contractor used should be asked to improve the surface once more.
- 16/158** **Woodland Burial Ground**
A request had been received from Father Justin Bailey to investigate the idea of a woodland burial ground. It was proposed and seconded that Council have no objection in principle but that Father Justin Bailey needs to come back to Council with a proposal.
- Resolution Adopted 11-0-0**
- 16/159** **Bruton Community Partnership**
It was reported that the fund raising event to raise money for the MUGA at Jubilee Park will now be held on 26th March 2017.
- 16/160** **Sale of Rectory**
Councillor Hall stated that a request had been received for Council to write in support of a delay of the sale of the Rectory. It was proposed and seconded that Council write to the Diocese requesting that the sale of the Rectory be delayed until a plan can be devised for a community use for the annex, subject to the PCC being aware of the request.
- Resolution Adopted 9-0-2**
- At this point County and District Councillor Groskop left the meeting.*
- 16/161** **Administration**
It was proposed and seconded that as there is no meeting scheduled for December 2016 that under Financial Regulations 6d the Council authorises the payment of accounts certified by the Clerk which are received in December, subject to a report to the January 2017 meeting of the Council. It was further proposed and seconded that urgent matters requiring action may be determined by the Clerk in consultation with Councillors Hall, Pickering and Marsh subject to a report to Council in January 2017.
- Resolution Adopted 11-0-0**
- 16/162** **Town Work Plan – review and exceptions reports**
The Chairman presented the work plan. The structure of the work plan is now considered out of date and this will be reviewed by Councillor Robinson at a meeting of the working party formed to consider Committees Terms of Reference.

16/163

Reports:

Town Councillors – Councillor Pickering asked that Kings School be made aware of the trees growing out of the river wall, which seem to be causing damage.

Councillor Brownlow reported Aidan McDonald has secured funding to replace the Christmas lights. The Batcombe Road has been damaged by a stream overflowing. An otter and kingfisher have been seen in the River Brue.

Councillor Crawford reported that damage had been caused to a plot at the Durslade Community Garden, which had been reported to the police. Help is needed to collect the emergency salt from Yeovil on Saturday.

Councillor Anderton reported that damage to a grass verge at Eastfield had been caused by inconsiderate parking and requested that a letter be sent on behalf of the Town Council.

Councillor Baker reported that sand bags are stored in the Engine Shed if needed. Six sand bags have been left with residents in Providence Place in case of emergency. The road to Wanstrow has been hazardous due to ice.

Councillor Marsh reported that £6,650 had been raised in Bruton by the Royal British Legion. The Chamber of Commerce is currently struggling to attract members.

Councillor Jones and Councillor Crawford recently attended a Mayor's Charity Dinner.

Chairman – Councillor Hall reported that the planning application for the new development at Marksdanes will be considered by District Council's Area Committee on Wednesday 7th December 2016.

16/164

Items for next agenda

Town Plan Survey. Durslade Community Orchard. Town Flood Plan. Councillors are asked to forward items for the next agenda to the Clerk by Monday 16th January 2017.

16/165

Accounts for Payment

1	K F McCarthy	Salary – November 2016	£1268.66
2	HMRC	Tax/NI – November 2016	£309.39
3	Pensions Trust	Employer Pension Cont. – Oct 16	£56.29
4	Pensions Trust	Employer Pension Cont. – Nov 16	£60.89
5	GPM Services	Repair JP climbing frame/replace cemetery tap	£134.00
6	Vodafone	Phone bill to 31/10/16	£19.75
7	Bellitudo	Contribution to water bill re loo	£71.20
8	Phil Simpson	Website updates/maintenance	£350.00
9	Royal British Legion	Wreath for Remembrance Day	£17.50
10	W Caines	Hedge trimming	£252.00
11	Grant Thornton	External Audit fee	£360.00
12	People & Places Insight Ltd.	Benchmarking Licence	£420.00
13	3 Counties Tree Services	Grounds maint. 31/10-1/11/16	£1150.20
14	Extraenergy	Final electricity bill 12-22/9/16	£8.39
15	Water 2 Business	Water bill – cemetery/allotment	£113.16
16	GPM Services	Repair youth shelter/repaint skatepark	£995.00
17	Opus Energy	Electric bill	£76.60

Resolution Adopted 11-0-0

16/166

Correspondence

1.	War Memorials Trust	Magazine – November 2016
2.	SSDC	New Public Space Protection Consultation
3.	Bristol Wessex Water	Changes to account
4.	HSBC	Closing of Shepton Mallet Branch
5.	Clerks & Councils Direct	Magazine – November 2016
6.	SLCC	The Clerk Magazine – November 2016

16/167 Confidential Business – Motion to exclude the public
No members of the public were present.

16/168 Finance & General Purposes Committee

i) Grounds Maintenance Contract 2017-2020

The grounds maintenance contract was considered. It was proposed and seconded that the recommendation by the Finance and General Purposes Committee to award the 2017-2020 contract to SLR Outdoor Maintenance with a first year break clause be approved.

Resolution Adopted 10-0-1

ii) F & GP Committee Meeting 22nd November 2016

Councillor Hall reported. The grant applications were discussed and it was agreed that, in future, any payment made to the Bruton Playdays can only be paid to an organisation, not an individual. After consideration of the minutes, it was proposed and seconded that all other recommendations made by the Finance & General Purposes Committee be adopted.

Resolution Adopted 9-0-2

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. Letter to SSDC re lifting of restrictions – Clerk
2. Place order for information boards – LP
3. Contact contractors re soakaway damage – Clerk
4. Contact H & W re rabbits – LP
5. Source another litter bin – Clerk
6. Letter re County Fields – MB
7. Buy SID batteries – Clerk
8. Terms of reference/work plan update – Working Party
9. Prepare flood plan – SA/AB/SH
10. Check with PCC re support from Council – Clerk
11. Write to Kings re trees in wall – Clerk
12. Write to Grounds Maintenance contractors - Clerk