

**Minutes of the Town Council Meeting held on Tuesday 25th April 2017
in the Bruton Community Hall at 7.30 pm**

Present: Councillors: Anderton, Abi Baker, Karen Baker, Brownlow, Crawford, Hall, Hood,
Jones, Marsh and Robinson.

In the Chair: Councillor Hall

In attendance: The Clerk
County and District Councillor Groskop

16/241 Welcome and Apologies for Absence

Apologies were received from Councillors Pickering and Sida.

It was reported that unfortunately Councillor John Phillips has resigned from the Council. John was thanked for his work, particularly regarding play facilities, and good wishes were given for the future.

16/242 Declarations of Interests

Councillor Brownlow declared a personal interest in "Uphills".

Councillor Anderton declared a personal interest in "Accounts for Payment" as one of the payments is for reimbursement of his expenses.

16/243 Minutes of the Meeting held on 28th March 2017

The heading of 16/221 should read "Minutes of Meeting held on **28th February** 2017". Item 16/223 should read "a working party is to meet on 18th April to discuss the new Town **Work** Plan format". Item 16/225 c.iv) should read **Transport** and not Highways Committee. It was then proposed and seconded that the amended minutes of the meeting held on 28th March 2017 be adopted as a true and accurate record.

Resolved 10-0-0

16/244 Public Question Time

A resident questioned which Town Council Committee was responsible for dealing with HGV issues. It was explained that the registrations of HGV's seen in the town are given to the police. There are plans to incorporate Lorrywatch within the current Speedwatch group.

16/245 Action Points from Previous Meeting

The Clerk reported on the action points from the previous meeting. Interest has been registered for a small improvements grant. Letters of thanks are still to be sent. A grant of £1,000 has been confirmed by Somerset Rivers Authority. Councillor Jones has been in touch with the Wild Trout Trust regarding their expenses. Lighting the Dovecote will be considered by the S&A Committee. The Town Work Plan is not yet finalised. 'Man on Bench' fund raising information has still to be obtained. The tree report has been sent to Councillor Hood. All other items are on the agenda.

16/246 Reports from County and District Councillor

There was nothing to report this time.

16/247 Reports from Committees

a) Planning Committee

i) Planning Committee Meeting 12th April 2017

Councillor Hall reported that a decision regarding the application on land adjacent to Burrowfield House was to be deferred until after a site visit. It was proposed and seconded that Council adopt the recommendations of the Planning Committee.

Resolved 10-0-0

b) Services and Amenities Committee

i) Site Visit of Town Council Areas

A site visit of was undertaken by Councillor Robinson and the Clerk on Monday 3rd April 2017. A list of the findings on each site had been previously distributed and will be discussed in greater detail by the Services & Amenities Committee, at which time a rolling maintenance plan will be considered. The list will also be used to draw up a risk assessment template.

ii) Jubilee Park Development Programme

Councillor Marsh updated Council on the progress of the MUGA and a copy of his notes form a part of these minutes.

Councillor Anderton volunteered to help with publicity.

iii) Update on Cuckoo Hill Play Area

Work has commenced on the building of the play area and all is currently looking well for an early completion date.

iv) SSDC Annual Playground Inspection Offer and Playground Risk Assessment Service

It was proposed and seconded that Council accept the offer of SSDC's Annual Playground Inspection and Playground Risk Assessment Service.

Resolved 9-0-1

c) Transport Committee Meeting 18th April 2017

Councillor Brownlow reported on the minutes from the Transport Committee meeting held on 18th April 2017. The Town Plan shows evidence that the Library Junction is a concern to residents and Councillors Hood and Brownlow will meet to devise a tender document. It was confirmed that it had already been previously agreed that money from the Silver Street project be re-allocated for the purchase of a new SID.

i) Uphills

Councillor Brownlow updated Council on the latest situation regarding a resident's driveway built in Uphills. The driveway causes 2 or 3 on-road parking spaces to be lost. Councillor Brownlow has contacted Yarlington Housing Association who is responsible for the pavement and verges.

Councillor Brownlow has also met with the resident concerned. It was proposed and seconded that a letter be sent on behalf of the Town Council to Yarlington Housing Association objecting to the driveway on the basis of the loss of on-road parking, the change to the aesthetics of the area, and the concern over setting a precedent for future driveways to be built.

Resolved 10-0-0

d) Communications Committee Meeting 11th April 2017

A document, produced to outline the purposes of the town website, was presented by Councillor Anderton. The document concentrates on 4 main areas:

- Calendar of events
- Directory of services
- Leisure guide of things to do for residents
- Tourist guide

Councillor Anderton explained that the Communications Committee is keen to not overlap what Facebook and the Dove already do but to make the website a valuable addition. Various changes to the document were suggested and it was then proposed and seconded that the amended document be adopted.

Resolved 10-0-0

e) Governance Committee Meeting 20th April 2017

Councillor Hood reported. Councillor Robinson is drafting Terms of References for Committees which it is hoped will be ready for adoption at the end of May full Council meeting.

16/248 Internal Audit Report

The Clerk presented the internal audit report for quarter 3. No issues were highlighted on the report.

16/249 Town Plan

Councillor Hood circulated a bench marking document comparing Bruton to other towns in the area. It is hoped to publish a hard copy by the end of June which will also be available on-line. A shortened document will be sent to every household. The text and design will be brought to the next meeting at the end of May. It was reported that the list of projects on the document are agreeable to the BCP, but the Chamber of Commerce has yet to respond.

It was proposed and seconded that Council agree the projects to be included in the 2017 Town Plan.

An amendment was then proposed and seconded that Council endorse the report recommending the projects to be included in the draft 2017 Town Plan.

Amendment resolved 10-0-0

It was therefore proposed and seconded that Council endorse the report recommending the projects to be included in the draft 2017 Town Plan.

Resolved 10-0-0

16/250 Christmas 2017

Councillor Anderton reported that plans for the formation of an Events Group are well advanced and the opening of a bank account is in hand.

16/251 Administration

It was proposed and seconded that the Town Annual Meeting take place on Wednesday 17th May 2017 in the Community Hall, commencing at 8pm.

Resolved 10-0-0

16/252 Town Work Plan – review and exceptions reports

Work on the new format is still in hand and will be discussed next time.

16/253

Reports:

Town Councillors – Councillor Hood reported that the latest meeting of the BCP had taken place on 20th April. A letter has been drafted to the Chair of Governors at Kings School stating the Town Council's support to any improvements to the Fishponds path. Coombe Brook has been blocked by logs. A community litter pick was organised last week-end. The Clerk was instructed to write a letter of thanks to the organiser.

Councillor Brownlow spoke of aggressive behaviour by some motorists towards the Speedwatch groups.

Councillor Anderton reported that interest has been forthcoming in administering the website. A problem was experienced with the website providers due to a cheque sent having been misplaced. Councillor Anderton has paid directly and will be re-imbursed.

Councillor Marsh reported that the Chamber of Commerce now has 64 members with a networking event to take place to include businesses from Castle Cary and Wincanton. The next members meeting will take place in Truffles on 24th May.

Councillor Jones attended a BCP meeting to talk about the River Brue.

Councillor Robinson attended a very productive meeting at the Unionist Club with Councillors Brownlow and Hall. The intention is to move forward on the 3 resolutions previously passed to obtain pre-feasibility grant funding.

Chairman – Councillor Hall reported that he had judged a cat photo competition recently held in the Church.

16/254

Items for next agenda

Transition Network Presentation. Man on Bench fund raising. Town Plan. Councillors are asked to forward items for the next agenda to the Clerk by Monday 22nd May 2017.

16/255 Accounts for Payment

1	Guest Fire & Security	Maintenance charge - 2017/18	£84.00
2	Mrs. A. White	Office cleaning x 8	£80.00
3	The Dove	Spiral of Light advertising	£42.00
4	SLR – Martin Goodland	Grounds Maintenance	£929.00
5	Vodafone	Phone bill to 31/3/17	£17.52
6	R. Chappell	Flares for Spiral of Light	£300.00
7	K F McCarthy	Salary – April 2017	£1319.85
8	HMRC	Tax/NI – April 2017	£326.71
9	Pensions Trust	Employer Pension Cont.-Apr 17	£63.40
10	Lyreco UK Ltd.	Imaging kit for printer	£316.75
11	Bruton Community Hall	Hall rental for March meeting	£15.00
12	SSDC	Dovecote building rates 2017/18	£1529.17
13	SSDC	Station Rd car park rates 2017/18	£622.04
14	CommuniCorp	Clerks & Councils Direct subs	£12.00
15	JPP & Youth Club Trust	Grant 2017/18	£1500.00
16	Bruton Museum	Grant 2017/18	£1300.00
17	Bruton Festival of Arts	Grant 2017/18	£3000.00
18	Bruton United FC	Grant 2017/18	£600.00
19	Community Justice Partnr	Grant 2017/18	£200.00
20	Bruton Trust	Section 137 Grant 2017/18	1000.00
21	Friends of Bruton Railway	Section 137 Grant 2017/18	75.00
22	Bruton Mini-Day Care	Section 137 Grant 2017/18	£200.00
23	South Somerset CAB	Section 137 Grant 2017/18	£250.00
24	Slade Parry	Project Management for MUGA	£527.40
25	Opus Energy	Electricity bill to 20/3/17	£52.09
26	Opus Energy	Electricity bill to 19/4/17	£45.68

27	SSDC	Planning fee for MUGA	£97.50
28	Councillor Anderton	Reimbursement website hosting fee	£107.99

The Clerk was instructed to send a copy of conditions to all grant recipients highlighting that money must be returned if not used for the purpose requested.

Resolved 9-0-1

16/256

Correspondence

1.	Heritage Lottery Fund	Bruton Digital Heritage
2.	Opus Energy	Price changes to energy charges
3.	Wessex Water	Water main replacement in Redlynch
4.	Clerks and Councils Direct	Magazine – March 2017
5.	SLCC	The Clerk Magazine – March 2017
6.	Avon & Somerset Police	Newsletter – Spring 2017
7.	NALC	LCR Magazine – Spring 2017
8.	PCSO Tim Russell	Monthly report

The Clerk was instructed to send the Bruton Digital Heritage letter back to the Heritage Lottery Fund.

16/257

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.

Resolved 10-0-0

16/258

Services & Amenities Committee

i) Claim for repair of mower

After discussion Council considered that it was not responsible for the damage to the mower and therefore it was proposed and seconded that the claim be rejected.

Resolved 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. Town site visit document assessment – S & A Committee
2. Reply to SSDC re playground inspection – Clerk
3. Write to Yarlinton Housing Association re Uphills – Clerk
4. Committees ToR – JR
5. Letter of thanks to litter pickers – Clerk
6. Send copy of grant conditions with grant cheques – Clerk
7. Return Heritage Lottery Fund letter – Clerk
8. Reply re mower - Clerk