

**Minutes of the Town Council Meeting held on Tuesday 28th March 2017
in the Bruton Community Hall at 7.30 pm**

Present: Councillors: Anderton, Abi Baker, Karen Baker, Brownlow, Crawford, Hall, Hood, Jones, Marsh, Pickering and Robinson. Councillor Sida arrived after item 3.

In the Chair: Councillor Hall

In attendance: The Clerk
County and District Councillor Groskop

16/219 Welcome and Apologies for Absence
Apologies were received from Councillor Phillips.

16/220 Declarations of Interests
Councillors Pickering and Robinson declared a Disclosable Pecuniary Interest in “Planning Committee Meeting 7th March” as they are neighbours to one of the applicants.
Councillor Jones declared a personal interest in “Accounts for Payment” as one of the payments is for reimbursement of his expenses.

16/221 Minutes of the Meeting held on 28th February 2017
An amendment was made to item 16/210. The first sentence should read “Council agreed to give approval for the Communications Committee to discuss and report back to the Town Council regarding the town signs”. It was then proposed and seconded that the amended minutes of the meeting held on 28th February 2017 be adopted as a true and accurate record.

Resolved 11-0-0

At this point Councillor Sida joined the meeting.

16/222 Public Question Time
There were no questions this time.

16/223 Action Points from Previous Meeting
The Clerk reported on the action points from the previous meeting. A review of the asset register and risk assessments will take place next week. Lease contract findings are still to be distributed. A reply from Hastoes is awaited as is a response from SSDC to install a litter bin at Station Road car park. A reply has been sent to the Bruton Surgery Group and the Clerk has informed Sexeys Governors about Councillor Groskop continuing as the Town Council Representative. A working party is to meet on 18th April to discuss the new Town Plan format. Financial regulations are still to be reviewed by the F&GP Committee. All other items are on the agenda.

16/224

Reports from County and District Councillor

Due to the forth-coming County Council elections there was no report from County this time.

However a report was given from the District Council. Complaints had been received about driveway works in Uphills with conflicting views currently being held by the various authorities involved. After a recent inspection the Primary School is currently one of the top four in the County. Section 106 agreements for the Marksane's development have been signed today. Plans for the MUGA at Jubilee Park and the play area at Cuckoo Hill are progressing well. Six families from Bruton and Langport are to take part in an exchange visit to report on facilities. Sexeys School has received two poor reports from Ofsted.

16/225

Reports from Committees

a) Appointment of Councillors to Committees

It was proposed and seconded that Councillor Hannah Sida join the Transport Committee.

Resolved 11-0-1

b) Planning Committee

At this point Councillors Pickering and Robinson withdrew from the meeting.

i) Planning Committee Meeting 7th March 2017

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

Resolved 10-0-0

Councillors Pickering and Robinson re-joined the meeting.

ii) Planning Committee Meeting 22nd March 2017

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

Resolved 12-0-0

c) Transport Committee Meeting 21st March 2017

Councillor Brownlow reported on the minutes from the Transport Committee meeting held on 21st March 2017.

It was proposed and seconded that Council resolves to:

- i) Fund a new SID, subject to receiving a third quotation with the funding to be vired from within the Highways project budget for 2017/18.
- ii) Agree that the re-configuration of the No Entry signs to the High Street and the triangle be submitted as the town's priority for funding from the SCC Small Improvement Grant scheme.
- iii) Agree that the 2017/18 Library Junction feasibility study be extended to cover the High Street and Quaperlake Street and that a tender document be drafted by the Clerk in consultation with Councillor Brownlow.
- iv) Agree that the Highways Committee be delegated the authority to produce a Transport & Travel Strategy in consultation with the Town Plan group.

Resolved 12-0-0

Councillor Brownlow will submit an e-mail to County Councillor Groskop regarding the application for funding from the Small Improvement Grant scheme.

d) Communications Committee Meeting 15th March 2017

Councillor Anderton reported.

i) Parish Boundary Signs

It was reported that representatives from the BCP are not continuing with this project at present and this item will therefore no longer be discussed.

ii) Minutes of Communications Committee Meeting

The minutes of the meeting were received and noted.

16/226 Internal Audit Report

The Clerk reported that the internal audit for quarter 3 had been completed but the report had yet to be received. This item will be discussed again at the next full Council meeting in April.

16/227 Town Plan

Councillor Hood reported that six public events had been held, although one was cancelled due to a venue problem. The event held at Cuckoo Hill was the best attended. The feedback has not yet been analysed. The next step will be to collate the information and, after consultation with various town bodies, a draft list of projects will be put forward which, if agreed by Council, will become part of the Town Plan. A letter of thanks will be sent to Mark Pickthall for his contributions towards this project.

16/228 SSDC Local Plan

Councillor Hood explained the policy for the SSDC Local Development Framework which will cover a period up to 2028. The Town Plan survey has provided evidence of where development in Bruton is wanted by residents. It was therefore agreed that Councillor Hood draft a document to SSDC which will be brought back to the next full Council meeting for approval.

16/229 Proposals for River Brue

Councillor Jones reported as a follow-up from last month's presentation. It is hoped to hold an event for CATCH to present its proposals to residents.

i) Somerset Rivers Authority Grant

It was proposed and seconded that the Clerk be authorised to submit a grant application to the Somerset Rivers Authority Hills to Levels Land and Natural Flood Management scheme.

Resolved 12-0-0

ii) Report from Wild Trout Trust

It was proposed and seconded that, to facilitate the free-of-charge visit and report, Council approve the payment of travel expenses of £22.50 to representatives of the Wild Trout Trust.

Resolved 12-0-0

16/230 Spiral of Light Event

It was reported that the Spiral of Light organisers have not as yet set up a bank account. It was therefore proposed and seconded that Council agree for the Clerk to pay the suppliers directly on production of invoices from the proceeds of grant money.

Resolved 12-0-0

16/231

Lighting the Dovecote

It was agreed that this item be investigated by Councillors Robinson, Sida and Abi Baker before being considered by the Services and Amenities Committee.

16/232

Town Work Plan – review and exceptions reports

A new format for the Town Work Plan has still to be considered by a working party consisting of Councillors Karen Baker, Hood, Marsh and Robinson.

16/233

Reports:

Town Councillors – Councillors Pickering and Crawford recently met with representatives from Lytes Cary Allotment Association who were interested in using the Durslade Community Gardens as a model for their facility.

Councillor Pickering has also been speaking to the Head of Kings School about the school's SID.

Councillor Abi Baker reported that bookings for pitches at the Packhorse Fair have already been received.

Councillor Karen Baker has tried, unsuccessfully so far, to contact Kevin Hughes about the "Man on a Bench" fund raising.

Councillor Brownlow stated that it was reported at a recent BCP meeting that the Emily Estate is due to open in 2018.

Councillor Marsh reported that Austin Fewes will be stepping down as secretary of Bruton United FC. The recent fund raising event for the MUGA achieved £20,000. Letters of thanks will be sent to the organisers. The schedule for the construction of the MUGA is still running on time.

Councillor Crawford reported that a letter received from Ken Dominey did not agree with the river improvement suggestions. The letter had been distributed and read by Councillors. It was reported that Dr. Colin Clarke would back up the observations made in the letter.

Councillor Hood reported on feedback from Mill on the Brue about the recent litter pick. The Choral Society will probably be asking for a grant. A neighbour expressed an interest in compiling a report on the older trees in the town. The Clerk will send Councillor Hood a copy of the previous tree report which was undertaken.

Councillor Jones recently attended a Driving Productivity in the Heart of the South West meeting.

Councillor Robinson reported that a review of District Council and Parish boundaries is expected. NALC is undertaking a campaign over business rates for public buildings.

Chairman – Councillor Hall apologised for misspelling Councillor Sida's name in the Dove Magazine. Thanks were given to Councillor Marsh for his presentation at the MUGA fund-raising event, and to Councillor Brownlow for his generous donation of a prize. It is hoped the Marksdane's development will start at the end of April 2017. A request has been received for an extra stepping stone in the river. The Clerk attended the tourism literature exchange today and has stocked up on tourism leaflets for the 2017 season. Councillor Phillips is to be deployed and has asked for advice about continuing on the Council. Deployment is exempt from the 6 months rule and approval to continue will only be required if the absence is longer than 6 months. A meeting is still to be organised to discuss the Bruton Unionist Building. There is a long-term management plan for Coombe Farm woods. Concerns over the local pheasant shoot were raised.

16/234 Items for next agenda

Internal Audit Report. SSDC Local Plan letter approval. Christmas 2017. Councillors are asked to forward items for the next agenda to the Clerk by Tuesday 18th April 2017.

16/235 Accounts for Payment

1	K F McCarthy	Salary – March 2017	£1277.38
2	HMRC	Tax/NI – March 2017	£315.21
3	Pensions Trust	Employer Pension Cont.-Mar 17	£61.42
4	Vodafone	Phone bill to 28/02/17	£17.83
5	SLCC	Annual subs 2017	£157.00
6	Councillor Stuart Anderton	Expenses – email Dec16-Feb17	£133.27
7	Paragon Internet Group Ltd.	Website expenses	£107.99
8	Lyreco UK Ltd.	Stationery/stamps/loo products	£533.91
9	SLR	Grounds maintenance	£439.00
10	Water 2 Business	Jubilee Park water bill	£25.26
11	Councillor Jocelyn Crawford	Expenses – loo rolls for public toilet	£3.99
12	EM Accounts	3rd & 4th quarter internal audit fee	£100.00

Resolution Adopted 12-0-0

16/236 Correspondence

1.	Ladybird Group	Secure fencing at back of JP Pavilion
2.	St. Margaret's Hospice	Grant request
3.	SSDC	Public Space Protection Order
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

16/237 Confidential Business – Motion to exclude the public

No members of the public were present.

Councillor Karen Baker temporarily withdrew from the meeting.

16/238 Services & Amenities Committee**i) Jubilee Park Development Programme**

Councillor Marsh presented a written report to Council summarising the latest MUGA groundwork bids. The quotations received for the construction works were considered and it was proposed and seconded that Council:

- Agree to select Play UK as the preferred supplier.
- Authorise Councillor Marsh to respond to Rob Parr's draft 106 offer with these updated figures, noting the discrepancy between the planning permission fee of £385 or £98, and to authorise the Clerk to proceed without coming back to full Council when the precise fee has been confirmed.
- Authorise John Phillips to submit a Viridor Credits grant application of £23,976.
- Authorise the Clerk, supported by the MUGA Project Board, to submit a planning permission application.
- Agree that of the £20,000 raised by the BCP for the JPDP, £15,838.75 should be committed to the MUGA, with the balance of £4161.25 allocated to the programme for an as yet unspecified task.

Resolved 11-0-0

Councillor Karen Baker returned to the meeting.

16/239

Website Technical Maintenance

Councillor Anderton reported. Three quotations had been requested with two received. After consideration of the two quotations it was proposed and seconded that the quotation from Phil Simpson be accepted.

Resolved 12-0-0

16/240

Christmas 2017

Councillor Marsh reported that there is currently no events committee in place although Council has agreed a grant of £3,000. Councillor Anderton will investigate this and will report back next time.

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. Apply re small improvements grant – MB
2. Letter of thanks to Mark Pickthall – Clerk
3. Draft document for SSDC Local Development Framework – JH
4. Grant application to Somerset Rivers Authority – Clerk/EJ
5. Inform Wild Trout Trust re travel expenses – EJ
6. Investigate lighting the Dovecote – JR/HS/AB/S&A Committee
7. Town Work Plan format – JR/KB/JH/JM
8. Man on Bench fund raising info – KB
9. Letter of thanks to fund raising event organisers – Clerk
10. Send tree report to JH – Clerk
11. Actions as per MUGA report – Clerk/JM
12. Investigate arrangements for Christmas 2017 - SA