

Minutes of the meeting of the Town Council held in the Community Hall, Bruton at 7.30 p.m. on Tuesday 27th June 2017

Present: Councillors Anderton, Karen Baker, Brownlow, Crawford, Hall, Haselgrove, Hood, Jones, Marsh, Robinson, Sida

In attendance: Angela Kerr (CEO, South Somerset CAB) and 10 members of the public

In the chair: Councillor Hall

Minutes were taken by Councillor Robinson as the town clerk was on annual leave

17/039 Apologies for Absence

Apologies were received from Councillors Abi Baker, Lisa Pickering and Anna Groskop.

17/040 Declarations of Interests

Councillor Robinson declared a personal interest in agenda item 8(iii).

17/041 Minutes of the Extraordinary Meeting held on 7th June 2017

It was resolved that the minutes be approved as a correct record of the meeting. **11-0-0**

17/042 Jubilee Park Development Programme

As Councillor Marsh needed to leave the meeting early, it was agreed to move this item up the agenda. A copy of Councillor Marsh's report is attached (Appendix A). After much discussion, members agreed the following resolutions:

i) To pursue the approach outlined in option 1 of the report, whilst exploring additional funding options with South Somerset District Council.
11-0-0

ii) To give the clerk delegated authority, in consultation with members, to submit the landscape plan and all other documentation necessary to discharge all the planning conditions.
11-0-0

iii) That the future assumption for any new pavilion would be that it would be a sports pavilion rather than a multi-use community building.
11-0-0

It was also acknowledged that more members would need to come forward to assist and lead on other elements of the programme.

(At this point, Councillor Marsh left the meeting)

17/043 Presentation by representative from Citizens Advice Bureau

Angela Kerr (CEO, South Somerset CAB) gave a brief overview of the CAB's work across the district. The CAB offers a broad range of services and is currently exploring ways to take the service back out into the community. An outreach centre has now been operating out of the Balsam Centre in Wincanton for fifteen months. Over 6000 clients across the district had been helped in the past 12 months by a staff of 46 volunteers and 26 specialist paid staff.

A site meeting to consider the suitability of the community office for an outreach centre had been conducted the previous week and the building was considered to be a suitable venue.

The chairman thanked Angela for her presentation.

17/044 Citizens Advice Bureau

The chairman reported that he and Councillor Robinson had met with Angela Kerr the previous week and that the office had been deemed suitable for CAB use. It had been suggested that Friday morning would be the best time to trial the service, as the office was unmanned at this time. The CAB would also be happy for their volunteers to allow access to the tourist information area while working there. The CAB would provide all the necessary equipment and volunteers to run the outreach sessions.

It was resolved that council approve the use of the community office as a CAB advice centre on Friday mornings (to commence this Autumn) 10-0-0

17/045 Public Question Time

Mr John Bishton requested that the council consider joining the Historic Towns and Villages Forum.

17/046 Reports from Committees

a) Planning Committee

i) Planning Committee Meeting 31st May 2017

Councillor Hall gave a verbal report. Council unanimously agreed to adopt the recommendations of the Planning Committee. **10-0-0**

ii) Planning Committee Meeting 14th June 2017

Councillor Hall gave a verbal report. Council unanimously agreed to adopt the recommendations of the Planning Committee. **10-0-0**

iii) Planning Application 17/02178/COU

The chairman reminded members and the public of the issues raised and recorded in the minutes when the application was discussed at the 14th June Planning Committee meeting.

Members of the public were then invited to speak. No one spoke in support of the application and the following issues were raised:

- Likely impact on parking in Mill Lane/Lower Backway
- The close proximity of residential properties to the site
- Fire safety and lack of emergency evacuation points
- Noise and the lack of further information on mitigation measures
- The impact on Lower Backway and the conservation area

After much discussion members resolved:

To recommend refusal of the application as it was felt there was insufficient information regarding how the potential

environmental (predominately noise) and traffic/parking concerns associated with the application would be managed. Without a clear plan to address these issues, members feel that the proposed change of use could result in an unacceptable loss of amenity for local residents.
10-0-0

b) Services and Amenities Committee

i) Revamp of Jubilee Park Play Area

Councillor Robinson reported on a site visit he had attended with Rob Parr (SSDC Play Officer). The Cox's Close s106 money for equipped play at Jubilee Park had to be spent by the end of December and Rob Parr had indicated that this could be used to undertake some repairs of existing equipment and the access gate, together with purchasing new or replacement equipment. It was agreed that the matter should be deferred to the Services and Amenities Committee for further discussion.

10-0-0

ii) Sale of Eastfield Play Area

Councillor Robinson reminded members of the situation to date. Council has now been informed by Hastoe Housing that they would not be interested in acquiring the land. It was agreed that Councillor Robinson would write to the Leader of SSDC, Councillor Ric Pallister, requesting that the district re-consider their terms for lifting the covenants on the site.

10-0-0

iii) Man on Bench

Councillors Crawford and Sida updated members on the latest developments. £2000 of pledges have been offered to date and further fundraising events are being planned for the summer. A member of the public has agreed to help manage a crowdfunding campaign and it is hoped that this will commence in September, subject to further discussions with Giles Penny.

iv) Toilet Scheme

The chairman reported that the current toilet scheme service agreements have now expired. The scheme background was explained for the benefit of new members. Members discussed a number of options, including the status quo arrangement and focussing more effort on using the public toilet in the Dovecote Building. After much discussion, it was agreed that the matter should be deferred to committee for in depth discussion, with a recommendation to be made to council at the July meeting.

10-0-0

vi) Telephone Box

As there was no new information available, it was agreed that the item should be discussed at the next meeting of the Services and Amenities Committee

c) Transport Committee Meeting 13th June 2017

Councillors Brownlow gave a verbal report. Council agreed to adopt the recommendations of the Transport Committee and resolved to approve the following two written motions:

- i) Council to agree that we vire £3k from next year's budget allocation for solar SIDs to the Silver Street/Plox scheme.
- iii) Council to agree a letter of support stating that Council has allocated £3K in next year's budget to the Silver Street/Plox scheme. 10-0-0

d) **Communications Committee**
There were no matters to report.

17/047 Town Plan
Councillor Hood circulated copies of the newly printed town plan summary to all members. The plan launch event would take place on Thursday at 2pm in the Community Hall and copies of the plan summary would be distributed to all households over the weekend. A prioritisation event for the council, chamber of commerce and BCP would be held in September.

17/048 Historic Towns & Villages Forum
Council unanimously agreed to join the forum. 10-0-0

17/049 Reports: Council to receive a report from:
Town Councillors
Councillor Brownlow stated that Rosie Parr had offered to run a short workshop for members on charitable trusts.
Councillor Hood reported that Kings School may be interested in letting their pupils participate in speedwatch. The Tolbury Lane wall has been reported to SSDC. The Tolbury Orchard community group are still concerned about the future of the site.
Councillor Jones updated members on the "Brue Crew"; it was hoped to attract further recruits at the Hauser & Wirth Summer party.
Councillor Robinson had attended the Community Hall AGM.

Chairman
The chairman had attended the King's School Beating the Retreat event. Various minor problems with trees and open spaces had been noted and reported to the clerk following a walk around with Councillors Baker, Jones and Robinson. One of the large Beech trees in the park was of particular concern and may require further action.

17/050 Items for next agenda.
County Fields update and the SSDC Local Plan review.

17/051 Accounts for Payment
Council resolved to approve payment of the following accounts:

1	E M Accounts	4th qtr internal audit	£50.00
2	Aon UK Ltd.	Insurance renewal 1/6/17-31/5/18	£844.97
3	Martin Goodland	Plant and maintain tubs/troughs	£250.00
4	Martin Goodland	Grounds maintenance May 2017	£920.00
5	K F McCarthy	Salary – June 2017	£1319.65
6	HMRC	Tax/NI – June 2017	£326.91
7	Pensions Trust	Employer Pension Cont.-May 17	£63.40
8	Vodafone	Phone bill to 31/5/17	£18.26
9	Bruton Community Hall	Hire of hall for meetings in May x 2	£24.00
10	Mrs. A. White	Office cleaning x 8	£80.00

11	Rialtas Business Solutions	Accountancy software	£809.28
12	Slade Parry Ltd.	Project Management Services	£346.80
13	Aon UK Ltd.	Add. insurance re Man on Bench	£224.00
14	Opus Energy	Electricity bill to 19/6/17	£28.67
15	Martin Goodland	Grounds maintenance – June 2017	£888.00
16	Martin Goodland	Hanging baskets	£475.00
17	Wincanton Print Co. Ltd.	Printing of Town Plan	£744.00
18	Councillor Hannah Sida	Expenses – Crowdfunding course	£20.50
19	Mark Pickthall	Town Plan production costs	£600.00
			10-0-0

17/052 Correspondence

Members noted the following correspondence:

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| 1. | Pitcombe Parish Council | £100 contribution to SID |
| 2. | NALC | Magazine - Summer 2017 |
| 3. | Avon & Somerset Constab. | Safe Place Service |
| 4. | Bruton Trust | Grant thank you letter |
| 5. | Wessex Water | Improvement works at Bruton sewage treatment |
| 6. | Water2business | Welcome letter |
| 7. | Evercreech Explorer Scouts | Grant application |
| 8. | Seafarers UK | Merchant Navy Day 3rd September 2017 |

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.

Appendix – Jubilee Park Development Programme

MUGA UPDATE

- **Viridor Credits Grant Application.**
 - I received a letter today informing me that the Viridor Credits grant application was unsuccessful. I have requested feedback.
 - Funding implications:
 - Total cost is £93,502. Total funds available is £71,923 which is a £21,923 shortfall.
 - 2 options for meeting this shortfall:
 - **Option 1.** No change to Project and raise the shortfall from viring all the £15,000 allocated to the JPDP Feasibility Study, using the £4101 balance from the BCP fundraiser and using £2478 from the contingency pot leaving £2183 as a contingency.
 - **Option 2.** De-scope the Project by not having the path and benches. This reduces the total cost to £85,553 and a shortfall of £13,630. Raise the shortfall by viring £9529 from the JPDP Feasibility Study pot and the £4101 BCP fundraiser. This leaves the contingency untouched and £5471 in the JPDP Feasibility Study pot.
 - Additional funding options include:
 - £1, 5 or 12.5k from the SSDC Community Grant fund and Tim Cook will speak with the AEC Chairman to test the water regarding applying outside the usual cycle.
 - Rob Parr will speak to Jake Hannis and his manager Lynda Pincombe tomorrow (28 Jun) to see if there are any sports or other S106 funding options available to explore.
 - **Discussion and resolution on which option to pursue**

- **106 Offer.** Rob Parr confirmed that once he has received written confirmation (a condition of the lease) from the Visitors of Sexeys that they are content for the MUGA to proceed, the conditions in the 106 offer would have been discharged. I spoke with Rebecca Kimber-Danger (the solicitor for the Visitors of Sexey’s Hospital) on 19 Jun 17 and she informed me that the Visitors stated at a meeting on 13 June 2017 that they were content for the MUGA to go ahead and that she will confirm this in writing.
- **Planning Permission.** Planning permission has been granted subject to the following conditions:
 - Particulars of the finish to be applied to the fencing to be submitted to and approved in writing by the Planning Authority. **Gary Slade** will confirm with Husson the RAL number of the green paint scheme and the finish.
 - The light spill to be submitted to and approved by the Planning Authority. I have the light spill diagrams for both 4 x lights for general use and 12 x lights for Netball matches and competitions.
 - A scheme of landscaping along the southern boundary utilising tree species with a dense winter tracery, such as field maple or hornbeam to be submitted to and approved by the Planning Authority. **Rob Parr** to discuss with Rob Archer what would be acceptable and produce a Scheme of Landscaping by 7 Jul
- **17. Discussion and resolution to delegate the Scheme of Landscaping to me (ideally) or approve “out of committee under silence procedures”.**
 - Once we have this information I will draft a “discharge of conditions” email for Kathy to send to the planning authority.

- **Contract Acceptance.** Approval to accept the contracts will be sought at the 25 Jul 17 meeting of full council. Assuming this is given, the process for placing the contracts is an email of acceptance from the Town Clerk to each of the contractors. This email will include a statement informing the contractors that Gary Slade is the Project Manager and that he will be contacting each contractor to coordinate the commencement of work and access to site.
- **Ways of Working.** Once the offer has been accepted, all instructions and communications are to come via Gary as the Project Manager.

WIDER JPDP ISSUES

- Little progress as have been concentrating on MUGA following John Philips' departure.
- Next step for me is to update the Mandate and Programme Brief to reflect progress to date.
- **Resolution** needed to agree the assumption that it will be a new Pavilion (rather than a multi-use Community Hall).
- Need colleagues to be the Pavilion Project Officer and the New Play Park Project Officer.