

**Minutes of the Town Council Meeting held on Tuesday 29th August 2017
in the Bruton Community Hall at 7.30 pm**

Present: Councillors: Anderton, Abi Baker, Karen Baker, Brownlow, Crawford, Hall,
Haselgrove, Hood, Jones, Marsh, Robinson and Sida
In the Chair: Councillor Hall
In attendance: The Clerk

- 17/070 Welcome and Apologies for Absence**
Apologies were received from Councillor Pickering and County and District Councillor Groskop.
- 17/071 Declarations of Interests**
Councillor Marsh declared a personal interest in item 7b)iv) “Defibrillator at Jubilee Park.
Councillor Jones declared a personal interest in item 10. “Rivers Authority Grant”.
- 17/072 Minutes of the Meeting held on 25th July 2017**
It was proposed and seconded that the minutes of the meeting held on 25th July 2017 be adopted as a true and accurate record.
- Resolved 12-0-0**
- 17/073 Public Question Time**
There were no members of the public present.
- 17/074 Clerk’s Report and Action Points from Previous Meeting**
A letter had been sent to Colin Fletcher on his retirement thanking him for his help over the years. A letter of thanks to Elizabeth Balfour for her help with the website had been sent by the Mayor. A new contract, extending the toilet scheme for one year, had been sent to the relevant businesses and accepted. All other action points are on the agenda.
The Clerk reported that she had applied on-line to change Council’s bank accounts to Unity Trust bank. However a condition for Councillors to be jointly and severally responsible was not appropriate for a Council and therefore the account could not be opened. A visit has since been made to HSBC bank in Frome and a meeting is to be arranged with a bank advisor to discuss options. Instructions had been given to a contractor for a litter bin to be placed by the Station Road car park. However this has not yet been done and the Clerk will chase. The Chamber of Commerce has not needed the grant of £1,000 for the Step into Bruton brochures due to additional advertising revenue, and this money will be returned to the Town Council.

17/075 Reports from County and District Councillor
There was no report this time.

17/076 Reports from Committees

a) Planning Committee

i) Planning Committee Meeting 2nd August 2017

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

Resolved 12-0-0

ii) Planning Committee Meeting 23rd August 2017

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

Resolved 12-0-0

b) Services and Amenities Committee

i) Services and Amenities Committee Meeting 15th August 2017

Councillor Robinson updated Council on the recent Services & Amenities Committee meeting and, in particular, reported on the following:

- The defibrillator previously housed in Budgen's car park needs to be repositioned and the telephone box at the bottom of the high Street is considered a suitable alternative. Brue Valley Rotary Club as anxious to lead this if the Town Council can adopt the phone box.
- The risk assessment document has not yet been distributed and therefore cannot be adopted this time.
- A co-ordination meeting for all contractors involved in the MUGA project has been arranged for Friday 1st September, with attendance of Councillors to be confirmed. A start date for works will be Tuesday 12th September.
- **Committee resolved that additional expenditure for trench works be paid from the contingency fund and that two phoenix seats with armrests be ordered.**
- S106 money for new play/youth area equipment must be spent this financial year. This item will come back to full Council next time.

It was proposed and seconded to adopt the recommendation by Committee that the telephone box at the bottom of the High Street be used to house the defibrillator.

Resolved 12-0-0

It was proposed and seconded that all other recommendations of the Services and Amenities Committee be adopted.

Resolved 12-0-0

ii) Youth Shelter

The Youth Shelter was burnt down in the early hours of Tuesday 15th August. The fire brigade and police were in attendance and the Clerk was informed on Tuesday morning. The Clerk has since made an insurance claim and made a statement to police, having visited Wincanton police station on 22nd August. There has been great public response and a fund-raising campaign to replace the shelter has been set up locally. Councillor Robinson will liaise with the campaign organisers to ensure a co-ordinated approach.

It was proposed and seconded:

- 1) That the youth shelter at Jubilee Park should be replaced as soon as is practical and that the Council will work with the local community in order to achieve this.
- 2) That the Services and Amenities Committee is given delegated authority to progress the project to the stage where financial decisions will be required by full Council.
- 3) That the Services and Amenities Committee is given delegated authority to co-opt members of the community on to the Committee if the Committee considers it appropriate to do so.

Resolved 12-0-0

iii) Support for Artificial Grass Pitch

A request had been made from SSDC for town and parish councils' support for the provision of an artificial grass pitch to serve communities in Area East. A draft letter of reply was presented to Council and, after discussion, the letter was finalised and will be sent to SSDC by the Clerk.

iv) Defibrillator at Jubilee Park

Councillor Marsh reported that the football club is interested in housing a defibrillator at the Jubilee Park pavilion, although at this stage precise details are not yet available. Subsidies are available from the Football Association and British Heart Foundation.

It was proposed and seconded that, at this stage, a general letter of support for a defibrillator at Jubilee Park pavilion be sent to the football club.

Resolved 11-0-1

The football club will be asked to provide more information.

c) Finance Committee

i) Change of Bank Account

The Clerk reported that the Council's bank accounts had not yet been transferred from HSBC. Attempts to complete an on-line application for Unity Trust Bank had been unsuccessful as the bank required Councillors to agree to be completely and severally liable for financial risk, which is not applicable to a Council as a non-corporate body. After considering various options, the Clerk is now waiting to hear from HSBC to meet and discuss matters with one of the bank's advisors. This item will be brought back to the next Council meeting.

d) Transport Committee

Councillor Brownlow reported. Works on Quaperlake Street are largely completed and have been done well, with good feedback from residents. The road has been reopened although it is due to close again tomorrow for one day. A meeting about St. Catherines Hill is to be organised with Gary Warren from County Highways. Letters have been sent inviting tenders for the Library Junction feasibility study. The next meeting of the Transport Committee will be on Tuesday 5th September 2017.

17/077

Terms of Reference for Committees.

Councillor Robinson reported. The draft Terms of Reference will be distributed to all Councillors and this item will be considered again next time.

17/078

Pheasant Shoot on Creech Hill

There is a worrying number of game birds in Bruton at the moment that have strayed from the surrounding fields where they are being raised for shooting. The birds have caused considerable inconvenience to residents as well as imposing a risk to road users. Over the years the numbers of game birds has increased dramatically and their care has been questioned. Although there appears to be no legal legislation, there is a voluntary code recommended by the Game Bird Association but it is questionable whether even this code has been followed. It was proposed and seconded that a letter of protest from the Town Council be written to the proprietors of the shoot expressing concerns with the care of the birds, the size of the operation, road safety and with the detrimental impact on residents in the surrounding areas. This letter will be copied into County Highways, the Western Gazette and PCSO Tim Russell.

Resolved 12-0-0

17/079

Rivers Authority Grant

Councillor Jones reported. A grant awarded by Somerset Rivers Authority has not been accepted by the Town Council due to certain conditions imposed such as a 5 year commitment to maintaining any capital works. The Brue Crew Trustees have met to discuss this and are happy to take over the maintenance responsibilities if in receipt of the grant. Somerset Rivers Authority has stated it is happy to transfer the offer of a grant to the Brue Crew. It was therefore proposed and seconded that Council agree for the grant to be transferred to the Brue Crew Trustees.

Resolved 12-0-0

17/080

SSDC Local Plan Review

Councillor Hood reported. The Working Group has so far met once with notes circulated to Council. Any proposals will be put forward at a later meeting.

17/081

Electoral Review of South Somerset

Notification had been received regarding a consultation to be held from 22nd August to 30th October 2017 regarding future Warding arrangements. Councillor Robinson explained the reasoning for the consultation, although it seems likely that this area will not be greatly affected by any changes.

17/082

Business Planning Workshop

Councillor Robinson reported. The Community Council for Somerset is keen to hold a business planning workshop in Bruton which could be run alongside the Council's budget setting in early November. It was agreed that the event should be run in Bruton and Councillor Robinson will organise.

17/083

Bruton Community Partnership

Councillors Brownlow and Hood had not attended the last meeting of the BCP and so there was nothing to report this time. However Councillor Marsh again questioned the shortfall in funds for the MUGA that had publically been declared after a previous fund raising event. Councillor Marsh will investigate further as it is necessary at this stage to know if the shortfall is actually available.

17/084

Reports:

Town Councillors – Councillor Abi Baker had received good reports about the road works in Quaperlake Street.

Councillor Hood reported on a meeting with the National Trust regarding Abbey ponds. A Town Plan workshop will take place in the Community Hall on 19th September.

Councillor Crawford reported that someone had tried to remove grit in the Station Road car park which is used to fill the pot holes. The weeping willow on the river bank is intruding into a neighbour's garden.

Councillor Marsh reported that he is about to undertake a charitable cycle ride to Paris and sponsorship would be welcome.

Councillor Sida reported that Man on a Bench fundraising will continue with a High Tea which will take place, in conjunction with the Duck Race, on Sunday 17th September from 1pm until 4pm. A further fund raiser will take place at the Longhouse on 30th September.

Councillor Jones reported that the Brue Crew launch was well supported. A very good report has been received from the Wild Trout Trust.

Chairman – Councillor Hall expressed thanks to the people who had trimmed the road verges near Hauser & Wirth. The public toilet lease scheme has been renewed with businesses for a further year.

17/085

Items for next agenda

Terms of Reference for Committees. Council Risk Strategy. Allocation of S106 money for play equipment. Councillors are asked to forward items for the next agenda to the Clerk by Monday 18th September 2017.

17/086

Accounts for Payment

1	Cat's Café	1st & 2nd qtr toilet lease scheme	£332.50
2	At the Chapel	1st & 2nd qtr toilet lease scheme	£332.50
3	The Bruton Castle	1st & 2nd qtr toilet lease scheme	£332.50
4	K F McCarthy	Salary – August 2017	£1319.65
5	HMRC	Tax/NI – August 2017	£326.91
6	Pensions Trust	Employer Pension Cont.-August 17	£63.40
7	Vodafone	Phone bill to 31/7/17	£17.64
8	Bruton Community Hall	Hire of hall for meetings in July x 2	£12.00
9	BT	Internet Services	£130.80
10	Lyreco UK Ltd.	Stationery, stamps & printer products	£157.26
11	Historic Towns Form	Part annual membership	£33.33
12	Sherborne Window Cleaning	Clean office windows	£39.60
13	SSDC	Insurance recharge for office	£97.88
14	NALC	LCR Magazine subscription	£17.00
15	K F McCarthy	Travel expenses for July/August	£40.40
16	Opus Energy	Electricity bill to 20/8/17	£27.11
17	K F McCarthy	Norton Internet Security annual sub	£59.99
18	Phil Simpson	Website maintenance-July 2017	£75.00
19	Martin Goodland	Grounds maintenance-August 2017	£1194.00
20	Martin Goodland	Repairs to JP play area fence	£104.40
21	James Hood	Electronic purchase UC rules	£24.00

Resolved 12-0-0

17/087

Correspondence

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| 1. | Trevor Smith | Letter re graffiti in Warren's Close |
| 2. | Aon Insurance | Changes to Local Councils Policy |
| 3. | PCSO Tim Russell | Police Report – July 2017 |

17/088

Confidential Business – Motion to exclude the public

There were no members of the public present.

17/089

Unionist Club

Councillor Jones updated Council on the latest situation. Progress has been made during the last week with an aim established to work co-operatively with the Unionist Club to find a model for future use that benefits both the town and the Club. Caution was expressed that any possible proposals at the current time carry a certain amount of risk as funds for this project have not yet been budgeted for by the Council.

With no commitment at all towards future discussions or decisions to be made regarding the building, it was proposed and seconded that:

1. A property lawyer, such as Judy Hayter, be appointed.
2. A Charity Incorporated Organisation, or equivalent, be set up to run any future Town Council holdings in the town, whether this be buildings or land.
3. That administrative support be offered to the Unionist Club to keep the association going for as long as possible.
4. The Town Council to apply for an "Awards for All" grant for a community consultation and securing the services of a consultant to allow the Council to build a business case for securing the building.

Resolved 10-0-2

17/090

County Fields

Councillor Brownlow reported that he is still awaiting a reply from Charlie Field regarding the offer made by SCC.

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. Action Station Road car park rubbish bin – Clerk
2. Letters of support for AGP and FC defibrillator – Clerk
3. Meeting with HSBC – Clerk
4. Distribute draft Terms of Reference – JR
5. Letter to shoot organisers – Clerk/SH
6. Letter confirming transfer of Rivers grant – Clerk
7. Organise business planning workshops - JR