

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

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

In the Chair: Councillor Hall

In attendance: The Clerk

**17/131 Welcome and Apologies for Absence**  
Apologies were received from Councillor Sida.

**17/132 Declarations of Interests**  
Councillor Robinson declared a Disclosable Pecuniary Interest in item “Accounts for Payment” number 7.

Interests in item “F&GP Committee Meeting held on 21st November 2017” were declared as follows:

Councillors Hall and Hood declared a pecuniary interest as allotment holders.

Councillor Hood declared a personal interest as a member of the Choral Society and the Museum.

Councillor Marsh declared a pecuniary interest as the husband of an allotment holder and a personal interest as a member of Bruton Trust and the museum.

Councillor Robinson declared a personal interest as a member of the JP Pavilion Committee, a member of the Museum and a member of the Bruton Festival of Arts.

Stuart Anderton declared a personal interest as his son is a member of Evercreech Scouts and his wife is involved with the Christmas Evening.

Councillor Brownlow declared a personal interest as a member of Bruton Trust and the Museum.

Councillor Jones declared a personal interest as a member of Bruton Trust.

**17/133 Minutes of the Meeting held on 31st October 2017**  
Item 17/120 Christmas Event Update should read Christmas **trees**. It was proposed and seconded that the amended minutes of the meeting held on 31st October 2017 be adopted as a true and accurate record.

**Resolved 12-0-0**

**17/134 Public Question Time**  
There were no questions this time.

**17/135 Action Points from Previous Meeting**  
The Clerk reported. A letter of support for new train times signed by Councillors Brownlow and Hall has been sent. SSDC has still to be contacted about the willow tree. All other items are on the agenda.

17/136

### **Reports from County and District Councillor**

County and District Councillor Groskop reported the following:

- A recent meeting at County for Small Improvement Scheme applications saw the Kings School application score 92/100 points and the library junction application score 52/100 points. A decision is expected in January or February 2018.
- An opportunity has developed for Bruton to have an innovation centre but speed is of the essence.
- Many meetings have been attended concerning the local plan. The Head of Planning Dave Norris is leaving the Council.
- A good neighbour initiative called Bruton Buddies has been set up to help residents in need, for example during bad weather.
- The County Council is very busy at the moment with another £7m in cuts still to be made. The Children's Department is currently undergoing an Ofsted inspection, there are currently 500 children in Care in Somerset with a particular problem for children leaving Care at the age of 18.
- A meeting with Kings School was attended regarding the footpath at the Railway Station.

17/137

### **Trees**

#### **i) Beech Tree at Jubilee Park**

It was reported that five tenders had been received and the tender from J.A. Stewart for £2350 had been accepted with the work to take place on 19th to 21st December. The fee also includes the reduction of a branch to a second tree in the vicinity. The Beech tree will be cut down in sections as felling would damage the ground below. The wood will be available free of charge to members of the public for a week after the work has been finished. After this time, any wood left will be removed by the Grounds Maintenance Contractor. No problems concerning the tree removal had been reported from members of the public.

17/138

### **Reports from Committees**

#### **a) Planning Committee**

##### **i) Planning Committee Meeting 27th September 2017**

Councillor Hall reported and the recommendations of the Planning Committee were noted.

##### **ii) Planning Committee Meeting 7th November 2017**

Councillor Hall reported and the recommendations of the Planning Committee were noted.

##### **iii) Planning Committee Meeting 22nd November 2017**

Councillor Hall reported and the recommendations of the Planning Committee were noted.

#### **b) Services and Amenities Committee**

##### **i) S106 money for Jubilee Park Play equipment**

Councillor Robinson reported. The play equipment for Jubilee Park is due to be installed in January 2018. It has been confirmed with Rob Parr of SSDC that the S106 money will still be available within this time scale.

**ii) MUGA Update**

Councillor Marsh reported that an end of project document has still to be prepared but will hopefully be completed by January 2018. The project manager has prepared a file with all the documents. The sign has now been installed. The footpath repairs are to be done by Russell Best of Yeovil for £750. £1200 has been donated from a Christmas pop-up event. A letter of thanks will be sent once the money has been received.

Councillor Marsh also reported that he had met with the Master of Sexey's Hospital who is willing to help with the negotiations over extending the lease for Jubilee Park.

Councillor Hall stated that the Netball Club has reported that the MUGA surface is starting to break up and will need monitoring.

**iii) Youth Shelter Update**

The Clerk reported. A letter had been received from Lighthouse Victim and Witness Care stating that the youth accused of the arson was convicted and sentenced. As part of the sentence, compensation of £450 is to be paid to the Council.

**iv) Uphills Phone Box**

A suggestion had been received from a member of the public to move the phone box from Uphills to Patwell Pump, where it was originally located. A cost for moving the phone box will be obtained and this item will be discussed again next time.

**c) Finance Committee**

**i) Fees and Charges for Accounting Software Services**

A letter from RBS was circulated for information and this items will be discussed at the next Finance & General Purposes meeting in January 2018.

**ii) F&GP Committee Meeting 21st November 2017**

The minutes of the F & GP meeting held on 21st November 2017 had been previously distributed. In particular, Councillor Jones reported the following:

- £10,000 had been transferred from the Scottish Widows savings account to the HSBC current account. It was emphasised that the transfer of this money did not impact on the reserves which are still kept at £22,000.
- There will be no increase in allotment charges.
- A decision on possible cemetery charge increases has still to be made.
- Grant applications had been received and considered.
- The current forecast for next year's budget shows a high increase and further discussions are to be undertaken to reduce costs.
- It was recommended that the Grounds Maintenance Contract be continued for the final two years.
- It was recommended that £623 be allocated to top-up the S106 money for additional play equipment in Jubilee Park (see previous agenda item 17/138b.i.).

It was proposed and seconded that £623 be allocated to top-up the S106 money for additional play equipment in Jubilee Park.

**Resolved 12-0-0**

*At this point Councillors Hall, Hood and Marsh refrained from the following vote.*

It was proposed and seconded that all other recommendations of the Finance and General Purposes Committee be adopted.

**Resolved 9-0-0**

**d) Transport Committee**

**i) HGV Permits**

This item will be discussed at the next Transport Committee Meeting on 5th December 2017.

**ii) Electric Car Charging Point**

An e-mail from SSDC with proposals for an electric car charging point in Tolbury Mill car park was discussed. Councillor Hall remarked that this would also be a good time to express to SSDC the Town Council's dismay at the disgraceful condition of the car parks. This item will be discussed at the next Transport Committee Meeting.

**iii) Grove Cross**

A letter of support and a commitment towards funding for improvements at Grove Cross had been requested from all surrounding parishes. It was agreed that a letter of support can be sent, however no commitment to funding can be made until actual proposals for the site are known. Councillor Hood will attend a follow-up meeting with the parishes on Thursday 30th November.

Councillor Brownlow reported that complaints from three residents had been received regarding Park Road, the Redlynch Crossroads and illegal parking in Higher Backway. A response had been sent regarding Park Road and the other two items will be discussed at the Transport Committee Meeting.

Problems have arisen between the developers and Highways regarding the road surface at the Landhouse development.

A public consultation on the Library Junction proposals will take place in the Community Office during the Christmas Evening on 6th December 2017.

**e) Land and Property Committee**

**i) Station Road Car Park Lease**

It was reported that a meeting is to take place next week with the owner's agent to discuss the renewal of the lease.

**17/139**

**Risk Management Scheme**

A Risk Management Scheme prepared by the Clerk had been previously distributed. It was proposed and seconded that the Risk Management Scheme be adopted.

**Resolved 12-0-0**

**17/140**

**SSDC Local Plan Review Issue and Options Consultation**

Councillor Hood reported. The Influencing the Work Plan working party had put together a response document which was discussed. It was proposed and seconded that the response document be sent on behalf of the Town Council.

**Resolved 12-0-0**

- 17/141 Bruton Community Partnership**  
There was nothing to report this time.
- 17/142 Bruton Library**  
Councillors Robinson and Brownlow recently attended a meeting with representatives from the County Council and the Library Trust to discuss the future of the library service. There will be a review and consultation in the New Year and there is a possibility that the library in Bruton could be closed in the future as it is not viable in its current form. The building is constrained as to use and the Trust is obliged to run a library, although this could be done from another building. The library currently costs approximately £12,000 per year, although the Town Council would not be in a position to offer financial help until 2019/2020. A small working group is to be set up consisting of Councillors Abi Baker, Karen Baker, Pickering, Robinson and County Councillor Groskop.
- 17/143 Becoming a Dementia Friendly Town**  
Councillor Brownlow reported on a talk he had attended on how to mitigate dementia in towns. It was agreed that this be investigated and Councillor Karen Baker volunteered to contact the organisation involved for an information pack.
- 17/144 Bee Friendly Town**  
Councillor Brownlow reported that Gillingham has a bee friendly policy which is about the management of the land. The policy will be distributed to Councillors for their consideration at the next full Council meeting in January.
- 17/145 Reports:**  
**Town Councillors - Councillor Karen Baker** reported that she is continuing to inspect the playgrounds every week and reporting back to the Clerk.  
**Councillor Hood** reported that he is attending a lunch at Kings School and is to attend a meeting with John Knight from Pitcombe.  
**Councillor Haselgrove** spoke of taylor-made workshops available through Somerset Rural Youth and will meet with the organisation in the Spring to discuss a workshop for Bruton.  
**Councillor Crawford** questioned the planning situation regarding pop-up shops.  
**Councillor Anderton** reported that another volunteer had come forward to update the website. The website has been made more user friendly and access will be given to groups in the town. At a recent meeting of the MTIG, the requirements of a government site were discussed and reviews will now need to be made as to the way the Town Council website is used. Bruton is currently the only market town working alongside the Chamber of Commerce.  
**Councillor Jones** reported he had attended a recent meeting of the Heart of the South West held in Tiverton. Workshops at Bruton School for Girls and Sexeys School had been held to consider consultation exercises for the Unionist Hall. A Bruton artist is exhibiting in Bonn.  
**Chairman** – a meeting with Mill on the Brue has concluded that no land is available for town parking. There is a further delay with the start of the Landhouse development. A meeting is to take place on Monday regarding business development in Bruton. Councillor Hall will attend the opening of the High Street defibrillator next Monday.
- 17/146 Items for next agenda**  
Bee Friendly Policy. Precept. Councillors are asked to forward items for the next agenda to the Clerk by Monday 15th January 2018.

*At this point Councillor Robinson withdrew from the meeting.*

### **17/147Accounts for Payment**

1	AON UK	Add. insurance premium for MUGA	£123.52
2	Sports Lighting	MUGA floodlights	£28,152.00
3	Sports Lighting	Supply & install sub main	£1,602.00
4	K F McCarthy	Salary – November 2017	£1,319.65
5	HMRC	Tax/NI – November 2017	£326.91
6	Jubilee Park Pavilion Trust	Electricity bill for MUGA – Oct 17	£20.60
7	SALC	Subscription fees 2017/18	£643.27
8	Lyreco UK Ltd.	Ink cartridges/loo products	£504.89
9	Bruton Community Hall	Hire of hall for October meeting	£12.00
10	Vodafone	Phone bill to 31/10/17	£18.48
11	Streets Reimagined	Library junction project	£675.00
12	BT	Internet Services	£132.48
13	Opus Energy	Electric bill 21/10-19/11/17	£48.75
14	Slade Parry	Project Management of MUGA	£843.60
15	William Bonner	Supply/fit locks to MUGA elect. Box	£77.73
16	Royal British Legion	Wreath for Remembrance Service	£17.50
17	Phil Simpson	Maintenance of websites – Oct17	£75.00
18	SLR Outdoor Maintenance	Turf corner of football pitch	£213.00
19	Somerset Play Fields Assoc.	Annual subscription	£15.00
20	D. Newton	Office window cleaning	£10.00
21	Vale Signs & Print	Sign for MUGA	£362.82
22	SLR Outdoor Maintenance	Grounds maintenance Nov 17	£838.40

**Resolved 11-0-0**

*At this point Councillor Robinson returned to the meeting.*

### **17/148**

#### **Correspondence**

1.	War Memorials Trust	Magazine – November 2017
2.	Clerk & Councils Direct	Magazine – November 2017
3.	SLCC	The Clerk Magazine – November 2017
4.	RBS	Accounting software fees & charges 2018

### **17/149**

#### **Confidential Business – Motion to exclude the public**

There were no members of the public present.

### **17/150**

#### **HR Committee**

##### **i) Appointment of Assistant Clerk**

It was reported that there were 9 applicants, of which 4 were shortlisted and 2 interviewed. It was proposed and seconded that Patrick Pender-Cudlip be appointed as Assistant Clerk.

**Resolved 12-0-0**

##### **ii) Additional hours request from the Clerk**

The Clerk had made a request in writing for 4 additional hours per week, making a total of 28 hours per week.

It was proposed and seconded that the Clerk's hours be increased to 28 hours per week as from 1st January 2018.

**Resolved 12-0-0**

**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. Cost of moving Uphills phone box – Clerk
2. Consider fees and charges for accountancy software – F&GP Committee
3. HGV Permits/Electric Car charge points – Transport Committee
4. Letter of Support re Grove Cross – JH
5. Redlynch Cross Rds/Higher Backway parking – Transport Committee
6. Local Plan response to be sent – JH
7. Obtain dementia information pack - KB