

**DRAFT Minutes of the Town Council meeting (virtual, remote) on Tuesday  
28<sup>th</sup> April 2020 at 7:30pm**

Present (remote attendance): Councillors: Anderton, Abi Baker, Karen Baker (arrived later), Brownlow, Buckland, Crawford, Hall, Hood, Jones, Pickering, Robinson and Skinner

In the chair: Councillor Jones

In (remote) Attendance: County Councillor Anna Groskop and District Councillor Lucy Trimmell  
Town Clerk  
Hellen Cullen – Sexey’s school Headteacher

**19/173 Welcome and Apologies for absence**

In addition to the meeting being remote it was also broadcast on YouTube. The Chairman welcomed Councillors and peak YouTube viewers 28no. members of the public.

Apologies were received from Councillor Day.

**19/174 Declarations of Interests**

None

**19/175 Minutes of Extraordinary Full Council Meeting held on 21<sup>st</sup> March 2020**

**Council approved the minutes of the meeting held on 21st March 2020.**

**Resolved 11-0-0**  
[For-against-abstain]

**19/176 Public Question Time**

None

**19/177 Action Points from Previous Meeting**

The Town Council continues to respond to the Covid-19 pandemic, which will be considered later in the meeting Agenda.

Several Delegated Decision Planning Recommendations have been submitted to SSDC.

**19/178 Reports from District Councillor Lucy Trimmell and County Councillor Anna Groskop**

Councillor Lucy Trimmell provided a report from SSDC:

- Accessing information from the SSDC website.
- Coronavirus business grants (The Small Business Grant Fund, Retail and the Hospitality and Leisure Grant Fund) 1800 local businesses have received Government grants, worth more than £21m. SSDC has contacted businesses and more business grants are expected (c. 900).

- SSDC request that people do not light bonfires due to potential pressure being put on stretched services and harm caused to people suffering from respiratory conditions or Covid19 symptoms. They recommend composting garden waste or store it.
- Changes in staffing within SSDC diverted to assembly and delivery of food parcels and PPE, as well as keeping towns well-kept.
- Councils to contact around 70,000 residents encouraging them to seek help & support through local community groups.
- SSDC numbers if in need of help or advice: 0300 790 6275 and 01935 462462. Domestic Abuse Website: [SomersetSurvivors.org.uk/Covid-19-support](http://SomersetSurvivors.org.uk/Covid-19-support) and 0800 69 49 999. 'Every Mind Matters' or <https://www.nhs.uk/oneyou/every-mind-matters>.
- Contact made with Sexey's Hospital.

### **Councillor Anna Groskop provided a report from SCC:**

- Contact number for SCC: open 8am -6pm- seven days a week 0300 790 6275
- All large projects have continued, road building and new schools, at a much slower pace, whilst obeying social distancing.
- Adult social care services have been very busy working in partnership with GP's and all hospitals have made staff available to assist.
- SCC has received £15m help from central government which has helped provide more PPE for all care providers, nursing home fees, homelessness and capital costs (distancing) and business support.
- All business rates have been fast tracked and disability grants have been paid early. £50,000 has been allocated to Somerset Community Foundation to assist local groups in immediate need.

### **19/179 Addendum to Standing Orders**

Councillors considered the draft addendum to the Standing Orders to enable virtual Council meetings and remote attendance and approved with amendments.

### **Council approved the Addendum to the Standing Orders**

**Resolved 11-0-0**

### **19/180 Update on Annual Town Council Meeting and Annual Town Meeting**

Councillor Robinson described the impact or not of recent legislation. Councillors considered holding an informal Annual Town Meeting (Regulations do not permit formal Annual Town Meetings to be virtual/remote) and virtual/remote Annual Town Council Meeting.

### **Council agreed to have both meetings virtual/remote on evening Tuesday 26 May 2020 with 7pm start for the informal Annual Town Meeting followed by the Annual Town Council Meeting.**

**Resolved 11-0-0**

### **19/181 Q4 2020/21 Financial Outturn Report**

Councillor Robinson presented and Councillors considered the end March 2020 annual financial outturn report. A few exceptions were noted included legal fees, repair & contingency costs, HMRC credit and Opus Energy credit.

### **19/182 Update on Local Actions Relating to Covid-19 (Coronavirus)**

Councillor Hood provided a description of the local arrangements, including:

- Coordinators meeting;
- Regular updates on the Town Council website;

- Email and phone number contact details distributed by postcard;
- Call for Volunteers (100+ volunteers to date);
- Neighbourhood Pods covering c. 60% of Bruton; and
- Food Drop.

### **19/183 Funding of Food Drop and Grant Application**

Councillors considered funding of the Bruton Food Drop including Council grant and funding application. Councillor Pickering provide a description of the Food Drop scheme and its funding. It was highlighted that the Food Drop does not need Town Council funds to be diverted from the Bruton Festival of Arts (BFA) to the Food Drop. BFA will put on events asap. Also, that a Town Council application for £6,750 funding from the Somerset Community Foundation has been submitted to support the Food Drop. Other organisations should continue to be encouraged to support Food Drop.

Councillor Abi Baker left the meeting at 20:17  
Councillor Steve Hall left the meeting at 20:25

**It was agreed that the Town Clerk use his delegated authority (in consultation with Councillors Jones and Robinson) to financially support the Food Drop with £3,000 from the Council's Project Reserve fund.**

**Resolved 9-0-0**

Councillor Steve Hall returned to the meeting at 20:27  
Councillor Karen Baker joined the meeting at 20:26

### **19/184 Sexey's School Stakeholder Engagement; Town Council Representations**

Councillors considered Sexey's School's stakeholder engagement and agreed the Council's representations which will be submitted by the deadline 13 May 2020.

Helen Cullen (Sexey's school Headteacher) described the proposal concluding in the proposal to join the Bridgwater based Quantock Education Trust (QET, Multi Academy Trust, MAT). This is a small existing MAT which is favoured by the Sexey's school Governors, management and no adverse reaction, to date at least, from parents to the proposal. QET shares values and respects Sexey's school which will protect the interests of staff and has confirmed that all assets will be transferred to QET and for the benefit of Sexey's school (ie QET does not want to include Sexey's school in the MAT in order that QET benefits from land/assets). Councillors voiced support of the proposal and recognised no community adverse reaction, and that the decision to join QET is a matter for the school, not Town Council.

**Council agreed to delegate authority to the Town Clerk (in consultation with Councillors Karen Baker and Hall) to write a letter of support from the Town Council in response to the stakeholder engagement by 13 May 2020.**

**Resolved 11-0-0**

Helen Cullen and Anna Groskop left the meeting.

### **19/185 Cutting of Verges**

Council considered how to respond to recent cutting of vegetation at verges by SSDC, including encouraging SSDC not to cut verges, cutting with lower frequency to avoid wildflowers and SSDC to continue to comply with its policy on grass cutting. Councillors agreed to refer this to Services & Amenities Committee.

**19/186 Reports** Council to receive reports from:

a) Members representing the Council on Outside/other bodies  
None

b) Town Councillors

All allotments are let. Early days of considering County wide approach to cycling, with Bridgwater and Taunton towns. SLR has the grass verge at Burrowfield Close on its schedule of works.

c) Chairman

The Royal British Legion (RBL) Bruton branch will close; the Town Council does not have responsibility to organise the Annual Remembrance Day parade, but the outgoing Chair of the Bruton RBL has requested that the Council take on responsibility; to be considered at a future meeting.

Councillor James Buckland left the meeting.

**19/187 Accounts for Payment:** Members agreed the schedule of payments.

**Accounts for Payment (28 April 2020):**

Name	Amount	Purchased	Date
<b>Invoices:</b>			
SLR Outdoor Maintenance	£1,849.00	April 2020 Grounds Maintenance contract; planters; painting at playground; and post to water tap Durslade removal of basketball hoop; and Spring Horse (Invoice no. 01345)	24/04/2020
Onecom (DD)	£59.14	Comm Office Phone & Broadband, April 2020 ...5719	01/04/2020-30/04/2020
Hugh Sexey's Hospital	£1.00	Jubilee Park peppercorn rent 04/02/2019-03/02/2020	01/12/2019
The Ink Pot	£125.00	Postcards (Coronavirus)	20/04/2020
BHIB	£1,146.69	Council Insurance 2020/21	15/04/2020
Battens solicitors	£1,183.60	Station Rd Lower Lease - Professional fees, Land Registry search and registration, VAT	01/04/2020
Lyreco	£125.17	Paper, printer cartridge and printer waste bottle ...147	29/02/2020
Google (DD)	£74.52	Cloud GSuite (Mar 2020) ...568	31/03/2020
S Hill (expenses)	£76.00	Postage – stamps	08/04/2020
Total Gas & Power (DD)	£111.01	Jubilee Pavilion/MUGA ....891	10/04/2020

S Hill (expenses)	£92.28	Loomio (12 months)	01/04/2020
Water2business (DD)	£15.18	Cemetery supply ...970	07/04/2020
Opus Energy (DD)	£269.25	Comm Office standing charges ....2978 (balance before bill £1,678.52 Credit)	23/09/2016-01/04/2020
Opus Energy (DD)	£82.99	Comm Office meter 14189707 ....8251 (balance before bill £1,409.27 Credit)	21/03/2020-19/04/2020
Godminster Farms	£2,696.75	Station Rd Car Park (lower) rent	28/02/2020-24/06/2020
Town Clerk	£1,428.03	April 2020 Salary	17/04/2020
Assistant Town Clerk	£409.03	April 2020 Salary	17/04/2020
HMRC	£0.00	April 2020 (£285.40 PAYE; £286.40 NIC; £1,944.67 HMRC Credit)	17/04/2020
TPT Retirement Solutions (DD)	£149.48	Employer £74.74; Employee £74.74	17/04/2020

**Grants:**

Festival of Arts	£3,000.00
Cycle Path Wincanton-Bruton	£1,000.00
Friend of Bruton Station BUFC	£150.00
Pavilion Trust	£2,000.00
Bruton Museum	£1,000.00
Mini Day Centre	£3,000.00
Choral Society	£500.00
Man on Bench	£450.00
Growing Space	£400.00
Somerset & Wessex Eating Disorders Association	£1,000.00
Playdays	£250.00
South Somerset	£500.00
Community Accessible Transport Bus	£1,000.00

**Receipts:**

SSDC	£68,210.00	Precept 1 <sup>st</sup> instalment	08/04/2020
Cuckoo Hill garden allotments	£272.00	Rents for 2020/21	03/2020
Raised Beds Durslade	£260.00	Rents for 2020/21	03/2020
Large Plots Durslade	£260.00	Rents for 2020/21	03/2020
Grass Keep	£150.00	Dovecote Mr Griffin	2020
Headstone	£55.00	Plot 151	06/04/2020
VAT	£4,456.88	VAT Refund	01/04/2020-31/12/2020

**Council resolved to approve the accounts for payment.**

**Resolved 10-0-0**

Councillor James Buckland returned to the meeting.

**19/188 Exclusion of Press and Public**

Council considered and agreed entering confidential session and thereby excluded Press and Public from the meeting owing to the commercially sensitive nature of the business to be discussed.

**Resolved 11-0-0**

Lucy Trimmell left the meeting and the YouTube broadcast was switched off.

**19/189 Housing Need**

Councillors debated Housing Need in Bruton and decided that consideration be delegated to the Town Clerk in consultation with Councillors Robinson, Anderton, Brownlow, Skinner, Hall and Jones. Councillor Skinner declared a Personal Interest.

**Resolved 11-0-0**

Meeting end 9:30 pm

***Members of Council considered the following 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.***