

**DRAFT Minutes of the Town Council meeting (virtual, remote) on Tuesday
24th November 2020 at 7:30pm**

A video-recording of this meeting can be seen on Bruton Town Council's Youtube channel by clicking on this link: <https://www.youtube.com/watch?v=JA85eBYr-zg>

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

In the chair: Councillor Jones

In (remote) Attendance: District Councillor Lucy Trimmell
Town Clerk

20/114 Welcome and Apologies for absence

The Chairman welcomed everyone.

Apologies were recorded from Councillors Abi Baker and SCC Anna Groskop.

The Chairman noted the sad news of the passing of Trevor Coleman.

20/115 Declarations of Interests

Councillors Anderton and Buckland each declared a disclosable pecuniary interest in item 20/134. Councillor Pickering declared a disclosable pecuniary interest in item 20/123.

20/116 Minutes of the Council Meeting 27th October 2020

Council approved the minutes of the Council Meeting 27th October 2020.

<https://brutontowncouncil.gov.uk/2020/11/13/draft-minutes-full-council-27-october-2020/>

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

20/117 Public Question Time

None

20/118 Action Points from Previous Meeting

- The Council's consultation to the Planning for the Future White Paper consultation has been submitted.
- The Community Development Officer (Eve Anderton) has been appointed, 9 November 2020.
- Brewham Road north development: Proposed access arrangements for pedestrians and cyclists has been provided to SCC.

20/119 Report from District Councillor Lucy Trimmell

- Further Business Grants now available; link on the SSDC website.
- Discretionary business grants are open 23 November 2020.
- Two additional Wardens have been appointed across Somerset.
- Covid-19 cases have risen in South Somerset.
- Survey to be done to measure impact on town centres.
- SSDC is considering purchase of land at Huish Park.

- SSDC is taking actions to mitigate impacts arising from phosphate levels including appointing ecologist and letter to Natural England.
- Verges maintenance at Cuckoo Hill.

20/120 Draft Minutes of Committees, Recommendations and Working Group Representation

a. Council noted the draft Minutes of the Services & Amenities Committee 20th October 2020 and Community Engagement Committee 10th November 2020.

<https://brutontowncouncil.gov.uk/2020/10/26/draft-agenda-services-amenities-committee-20-october-2020/> <https://brutontowncouncil.gov.uk/2020/11/19/draft-minutes-community-engagement-committee-10-november-2020/>

b. Council noted reports from Councillors on Working Groups that have met since the last Full Council, including the Climate and Ecological Emergency (CEEWG) and Jubilee Park Development Programme (JPDP) Working Groups. The CEEWG may promote a “spare roofs” project next year; tree planting to reduce run-off (Grant); and heating of ex Yarlinton homes properties.

20/121 Update on Bruton’s Coronavirus Response including Bruton Food Drop

To consider the latest Government restrictions and Bruton’s response including an update on the Bruton Food Drop. The Neighbourhood Pod coordinators, St Mary’s church and the Post Office have been spoken with. A Grant for the Engine Shed (Wessex Water funding) improvements is being prepared; the application will be from BTC. Pre-App Planning advice is being requested from SSDC.

20/122 Temporary Delegation of Authority

As the Council will not be meeting during December, it was agreed that any urgent matters may be determined by the clerk in consultation with the Chairman and Vice Chairman of Council; any decisions made under delegated authority will be reported to council at the earliest opportunity.

Resolved 11-0-0

20/123 Supporting Local Businesses During Lockdown

Council considered how best it can support local businesses during lockdown. Council heard of the adverse impact of Government restrictions from several local business representatives who attended the meeting. Councillor Jones proposed a Motion 1, 2a-c and 4, which was Resolved.

- 1. Bruton Town Council supports our Local Businesses in the challenges that they have experienced during the Coronavirus pandemic and current second national Lockdown.**
- 2. The Council calls upon the Chancellor of the Exchequer to recognise that locally owned businesses are the root and trunk of our Somerset economy, and hence for the Government to provide...**
 - a. A level playing field of Regulations so that Local Businesses are not disadvantaged relative to national and international competitors;**
 - b. Fair economic compensation for those Businesses that are required not to trade by Regulations to prevent the further spread of Coronavirus;**
 - c. Protection from the Banks and other Regulatory bodies discriminating against Local Businesses that have had to participate in Government economic compensation schemes.**

3. The Council will write to David Warburton MP, copying Somerset County Council and South Somerset District Council to express its support for our Local Businesses.

4. The Council supports the UK outdoors campaign and in particular recognises the challenges of Bruton business Mill of the Brue.

Resolved 11-0-0

20/124 Budget

Council received a report on progress with establishing a budget 21/22 following Finance and Resources Committee 17 November 2020, which will be decided in January 2021. The budget is not projecting a substantial increase in CT 21/22; Grant applications have not been considered in detail; and the Tax Base may change (reduce).

20/125 Locality agreements and Local Government Reorganisation

- a) Council received an update on proposals (Stronger Somerset and One Somerset) for Somerset LGR; One Somerset has submitted its business case and Stronger Somerset plans to submit its business case 9 December 2020. The Chairman and SALC attended Stronger Somerset consultation briefings November 2020.
- b) Council considered the Stronger Somerset description of Locality Agreements, including devolution or transfer of assets/services. There seems to be a greater current opportunity for devolution/transfer than in previous years. SSDC CEx has suggested trial Locality Agreements after business case bid; that Locality Agreements and transfer of services/assets are different matters; and the transfer of assets/services can happen independently of and must not interfere with Somerset Local Government Reorganisation. Locality areas may be different to (larger than) parish areas. There will be an impact on the Town Council capacity to deliver transferred of assets/services well; needs to be assessed in parallel.

It was resolved to adopt the Working with other Towns and Parishes paper and Bruton Town Council Asset and Service Devolution Strategy and decided to delegate to the Town Clerk (in consultation with the Chairman and Vice Chairman) to draft Locality Agreement for Council's consideration before entering any agreement.

Resolved 11-0-0

- c) Council considered the implications of applying for the NALC Local Council Award Scheme noting that the Award is policy driven, is likely to have implications for the Council and can take a number of years to attain. The scheme may be revised and Stronger Somerset may use its attainment as a selection criteria.

It was resolved that the Clerk investigate the Award scheme and bring information with resourced action plan to Full Council for consideration in January 2021.

Resolved 11-0-0

20/126 County Fields

4-5 years ago, SCC asked if BTC wanted County Fields and therefore BTC began to set aside Earmarked Reserve. BTC would perhaps use as amenity land.

It was resolved to delegate to the town clerk (in consultation with the Chairman and Chairman of Transport Committee), the decision to have conversations with those residents most directly affected by a potential transfer of the land to BTC.

Resolved 11-0-0

Councillor Abi Baker joined the meeting.

20/127 Tender Station Road car park

Council reconsider the sequence of actions from Council, 28th January 2020 (item 19/140). Council consider the draft Tender document including return date 14 January 2021, reporting to Full Council 19 January 2021.

Council resolved to delegate completion and issue the Tender Document for improvement of the Station Road car park (lower), in accordance with Council 28th January 2020, to the Town Clerk (in consultation with the Chairman and Chairman of Finance & Resources Committee).

Resolved 12-0-0

20/128 Lease Extension Jubilee Park

The draft lease was considered by Full Council 29th September 2020 (item 20/95) and agreed with one amendment; there is an indication that that amendment has not been accepted by the other side. Therefore, Council is asked to reaffirm the previous amendment and review and to note the draft lease extension completion costs. <https://brutontowncouncil.gov.uk/2020/11/12/draft-minutes-full-council-29-september-2020/>

Council resolved to instruct its solicitor to request amendment of the lease extension to include the clause words “not unreasonably withheld”.

Resolved 11-0-1

20/129 Terms of Reference Jubilee Park Development Programme (JPDP)

Council considered and approved the Terms of Reference for the JPDP including that the Chairman of the JPDP be a member of the Council's Finance & Resources Committee.

Council resolved to approve the Terms of Reference for the JPDP (including the removal of “or maybe every other month?”)

Resolved 12-0-0

20/130 Funding Retrofitting

Council received an update on the Retrofitting £75k bid to the SCC Climate Emergency Community Fund (with Castle Cary Town Council) and to considered (a) £4k Council funding support for the project subject to a successful bid outcome and if successful SCC bid £4k bid to SSDC Community Fund and (b) the planned draft recruitment timetable.

Council agreed that on 19 January 2021 Council will be asked to proceed with recruitment of 1.0 FTE retrofit coordinator 0.6 FTE project officer both for 1.5 years, subject to SCC grant being successful.

Resolved 7-0-5

20/131 Solar Streets PV Conservation Area

Council considered a request to SSDC that it prepare design code guidance (to enable permitted development) for solar PV in the Bruton Conservation Area eg to make the process as smooth and low cost as possible. This matter was referred to Planning Committee.

20/132 Badger cull

Council considered the recent decision of SSDC and correspondence from the NFU and determined that badger culling is not permitted on Town Council controlled land.

Resolved 10-0-2

**20/133 Reports Council to receive reports from:
a) Members representing the Council on Outside/other bodies**

none

b) Town Councillors

Litter at school entrances (LT and SH to follow up).

SALC is meeting with Somerset Waste Partnership (SWP) tomorrow include local climate emergency matter.

c) Chairman

none

Councillors Anderton and Buckland left the meeting.

20/134 Accounts for Payment: Members to consider and approve for payment the schedule of payments (November 2020)

Accounts for Payment (24 November 2020):

Name	Amount	Purchased	Date
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Invoices:

SLR Outdoor Maintenance	£420.00	Station Rd CP (Invoice no. 01494)	13/11/2020
SLR Outdoor Maintenance	£144.00	Hedges around Skate Park (Invoice no. 01500)	20/11/2020
S Anderton (expenses)	£367.15	Zapier, Facebook and Microsoft licence	15/11/2020

P Pender-Cudlip (expenses)	£48.00	Land Registry searches	14/11/2020
Onecom (DD)	£59.50	Comm Office Phone & Broadband, November 2020, 395985	13/11/2020
PFK Littlejohn	£480.00	External Audit (AGAR) 2019/20 (Inv ...3298)	20/11/2020
Opus Energy (DD)	£8.19	Comm Office standing charges6442	21/10/2020- 19/11/2020
Opus Energy (DD)	£51.36	Comm Office meter 141897076847 (Opus balance in credit £921.24)	21/10/2020- 19/11/2020
DC Electrical Services	£120.00	Christmas Tree lights PAT test (Inv 1525)	17/11/2020
Total Gas & Power (DD)	£94.85	Jubilee Park MUGA (inv. 5800)	08/11/2020
Google (DD)	£82.54	Cloud GSuite (October 2020) ...5167	30/11/2020
Town Clerk	£1,594.01	November 2020 Salary	20/11/2020
Assistant Town Clerk	£417.34	November 2020 Salary	20/11/2020
HMRC	£599.25	November 2020 (PAYE £270.80, NICs £328.72)	20/11/2020
TPT Retirement Solutions (DD)	£162.58	Employer £81.29; Employee £81.29	20/11/2020

Receipts:

none

Members agreed to make the schedule of payments.

Resolved 10-0-0

Meeting end 9:46 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.