

To all members of the Town Council

You are **SUMMONED** to attend a **MEETING** of the **TOWN COUNCIL** on **Tuesday 17th January 2023 at 7.30pm** to be held in **the Community Hall**.
The press and public are also invited to attend.

Councillors are reminded that as office holders they are expected to comply with the Nolan Principles and the Council's Code of Conduct as well as showing respect for others in accordance with the law.

Before the start of the meeting, in accordance with Standing Order 3 (e) there will be an opportunity for members of the public to comment on agenda items (at the discretion of the Chairman of that meeting).

In accordance with Standing Order 3 (f) the question/comment time is limited to 3 minutes each, and the session should not exceed 15 minutes (unless directed by the Chairman of that meeting)

Please be aware that the proceedings may be filmed or recorded.

LNewby

Lisa Newby
Town Clerk
10th January 2023

Agenda

22/161: Apologies for Absence (LGA 1972 s85(1)).

22/162: Declarations of Interest.

Declarations of Interests Members to declare any interests, including disclosable pecuniary interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any written requests from members for dispensations that accord with the Localism Act 2011 s33 (b-e) (This does not preclude any later declaration).

22/163: Formally appoint the Town Clerk and Responsible Financial Officer.

22/164: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To approve the minutes of the Full Council meeting held on 29th November 2022

22/165: Action points

To receive an update about action points from the previous meeting.

22/166 Minutes and Recommendations from Finance and Resources Committee meetings.

To receive the minutes from the Finance and Resources Committee meeting on 5th December 2022. The minutes of the meeting held on 10th January 2023 are not yet available. The recommendations, not covered by a separate agenda item on this agenda, are listed for approval:

a. FR22/32: Grants 2023-24.

The list of grant applications received to date and has been previously circulated, recommend approval as presented.

b. FR22/33: Cemetery.

The updated cemetery regulations have been circulated, and recommend approval as updated. The cemetery fees have been updated, and recommend approval as circulated.

c. FR22/34: Allotments. A slight clarification to Durslade Large Plots and Raised Beds tenancy agreement to item 2e, to make clear that no building or structure to be placed, and tools to be stored in the community shed on the site. Only a small compost bin is permitted. Recommend approval as circulated

Allotment plot rent to be raised from February 2024 to Cuckoo Hill £25 p.a., Durslade Large Plot to £25 p.a. and a Durslade raised bed £6p.a. Recommend approval as circulated.

To delegate to the clerks office to progress the process for non-compliance of the tenancy agreement. Recommend approval

d. FR22/37 Internal Audit report (interim). The report has been received, to note action list, and publish the report onto the website.

e. FR22/38 To agree closure of Town Council bank accounts. To delegate the closure of the HSBC bank accounts and transfer of balances and any direct debits and credits to the Town Clerk working with bank account signatories. Recommend approval.

22/167: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

a. Planning & Consultation Response Committee – to receive the minutes from the meetings on 13th December 2022 and 4th January 2023.

b. Town Committee – the date of the next meeting is Tuesday 31st January 2023

c. BruBowl Working Group – update.

d. Bruton and Cary Retrofit Working Group – update including a consideration of plans and budgeting for next year.

22/168: District and County Councillors – to receive reports from District and County Councillor Lucy Trimmell and County Councillor Tom Power.

22/169: Local Community Networks (LCN). – to note the recommendations going to SSDC Executive regarding the LCN, papers previously circulated. The next meeting of South East Somerset Pilot LCN is on 2nd February 2023.

22/170: Bruton for Bruton CIC. To receive a verbal update from Cllr Hood regarding the current directors for the CIC. To nominate an additional Councillor as an ex-officio director for Bruton for Bruton CIC.

22/171: Primary School Access Working Group.

To note the two new members of this working group.

22/172: Bank Reconciliations - to note the bank reconciliations for all the current and deposit accounts to 31st December 2022

22/173: Budget Position - to note the budget report to 31st December 2022.

22/174: Receipts and payments – to note the receipts & payments 1st – 31st December 2022 (December payments approved at the Finance and Resources Committee meeting on 10th January 2023)

22/175: Accounts for Payment –

- a. to approve the schedule of payments for January 2023 and to note the direct debit payments.
- b. To delegate to the Town Clerk making payments that fall within budget limits and contractual spend, for further invoices received in January 2023.

22/176: Local Government Pension Scheme – further to the report presented at the November 2022 Full Council meeting, to provide the additional information requested by councillors and to consider the recommendations.

22/177: Fortnightly relocation of the Speed Indicator Device (SID). – a quote has been received to facilitate the relocating of the SID fortnightly. To approve the quote per move as circulated.

22/178: Approve the Grounds Maintenance Contract for 2023/26 as recommended by the Finance and Resources Committee (10th January 2023).

22/179: To consider a recommendation from the Finances and Resources Committee to approve the Budget for 2023/24 as presented, subject to any changes that councillors may wish to make. To agree the resulting precept request for 2023/24.

22/180: Reports - to receive reports from:

- a. Members representing the Council on outside bodies
- b. Town Councillors
- c. Chairman

22/181: EXCLUSION OF PRESS AND PUBLIC - To consider the exclusion of press and public for the remainder of the meeting under the *Public Bodies Admissions to Meetings Act 1960*, Section 1 (2) on the grounds that discussion of agenda item 22/182: staffing update (staff in confidence).

22/182: Staffing update:

- a. Approve the contract of employment for the Town Clerk and Responsible Financial Officer.

END OF AGENDA