

To all members of the Town Council

You are **SUMMONED** to attend the **MEETING** of the **TOWN COUNCIL** on **Tuesday 26th September 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 Chair 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 Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will not normally be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions.

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

LNewby

Lisa Newby
Town Clerk
20th September 2023

Agenda

23/84: Apologies for Absence (LGA 1972 s85(1)).

23/85: Declarations of Interest.

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).

23/86: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To approve [the minutes of the last Town Council meeting](#) held on 29th August 2023.

23/87: Casual vacancy. The recent casual vacancy can be filled by co-option. To consider any applications for co-option received.

23/88: Reports from Somerset Councillors:

- a. Lucy Trinnell
- b. Tom Power.

23/89: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

- a. **Planning & Consultation Committee** – to receive a report on Planning recommendations submitted to the Local Authority on 31st August 2023.
- b. **Strategic Planning Committee** – to receive [the minutes from the meeting](#) held on 12th September 2023, and note and approve any recommendations and decisions.
- c. **Events Committee** – to receive [the minutes from the meeting](#) held on 14th September 2023, and to note and approve any recommendations and decisions.
 - i. To note that a first aid course has been booked for Saturday 28th October, and the maximum capacity is 12 attendees. If the spaces cannot be filled consider offering to members of the community.
- d. **Town Committee** – to receive the minutes from the meeting held on 19th September 2023, and to note and approve any recommendations and decisions.
 - i. To approve a general reserve spend to provide a skip at Jubilee Park to facilitate waste removal from Jubilee Park, cuckoo hill allotments and the community office.
 - ii. To approve a general reserve spend to engage a contractor to refurbish the cemetery gates, quote as circulated.
 - iii. To approve two council officers to spend a full day each, with pay, to start reorganizing and rearranging the community office. This to be coordinated with the skip hire, to permit ease of waste removal.
- e. **Climate Ecological Emergency Working Group** – to receive an update from the last meeting scheduled.
- f. **South East Somerset Local Community Network.** To receive an update from the last meeting.
 - i. Youth Tender. To receive a short verbal report from Cllrs Jones and Cullen about the meeting held on 20th September with the stakeholder group and an update regarding the Service Level Agreement.
 - ii. To consider a draft Memorandum of Understanding for the delivery of Youth services in the Bruton area.
- g. **BruBowl Working Group.** To receive an update of the meeting held on 18th September 2023, and to consider approve any recommendations from the working group.
- h. **Abbey Ponds Working Group.** To receive the meeting notes from the working group meeting on 6th September, a summary of which was reported back to Town Committee on 19th September.

23/90: To consider the adoption of a Scheme of Delegation, as considered at the last Full Council meeting, with the amendments agreed at that meeting.

23/91: Library Junction.

- a. **To consider the ‘snagging’ list prepared following the recent improvement works at Library Junction and the resurfacing works, and decide, what, if any, representations should be made to SC Highways.**
- b. **To consider what actions to recommend to Highways to address significant increase in unsafe parking on Station Road.**

c. Disabled parking bays: Suggestions for updating locations in light of service changes.

23/92: Bruton School for Girls Astro turf. To receive a short verbal update regarding the astroturf site from Cllr Jones.

23/93: Additional committee members. To consider additional members of the Planning and Consultation Response Committee, and also Town Committee.

23/94: Bank Reconciliations.

To approve the bank reconciliations for all the current and deposit accounts to 31st July 2023.

23/95: Budget. To receive the net budget position report to 31st August 2023.

23/96: Receipts and payments. To receive the list of receipts & payments 1st – 31st August 2023.

23/97: Accounts for Payment.

To approve the schedule of payments for September 2023.

23/98: To request to Committee Chairs to consider budgets for the 2024-25 financial year, and to consider the budget setting timetable.

23/99: Earmarked and General Reserves -to receive and approve the list of earmarked reserves, as circulated.

23/100: Reports - to receive reports from:

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

23/101: Date of the next meeting of the Full Council: Tuesday 31st October 2023. Please note agenda items to the clerk for consideration by Friday 20th October.

END OF AGENDA