

**Minutes of the Town Committee meeting held at Bruton Community Hall  
Tuesday 30<sup>th</sup> January 2024**

**Councillors present: Anderton, G Baker, Buckland (Chair), Coulter (Vice Chair), Crawford and Robinson (arrived at 7.40pm).**

**In the Chair: Cllr Buckland.**

Officers in attendance: Town Clerk and Assistant Clerk.

Members of the public (MOP) in attendance: 1

Public session opened: 7.30pm

MOP mentioned re dog fouling on the packhorse bridge area, item 1 on the agenda. Concerns include:

- Beautiful area but huge increase of dog walkers, and dog toileting (increased level of dog fouling)
- Users picnicking on areas where dogs use a toilet. Is it possible to preserve a central space for non-dog use?
- Concerns re the damage to soil, and also to flora and fauna in this area. Social impact and impact on nature.

Councillors responded with suggestions of signs to remind: children play in this area/keep your dog on a lead/etc.

Public session closed: 7.40pm MOP left

Cllr Robinson arrived 7.40pm.

Meeting opened at: 7.41pm

## **Minutes**

**T23/77: Apologies for absence (LGA 1972 s85 (1)).**

To receive and approve any apologies of absence.

Apologies for absence were received from Cllr Fradley.

**It was RESOLVED [6-0-0] [for-against-abstain] to accept and approve the apologies submitted.**

**T23/78: 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).

Cllr Coulter declared a pecuniary interest in item T23/92 and T23/89

**T23/79: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).**

To agree [the minutes of the last meeting](#) on 21<sup>st</sup> November 2023 as a true and accurate record.

**It was RESOLVED [6-0-0] to accept, approve and sign the minutes of the meeting on 21<sup>st</sup> November 2023 as a true and accurate record of that meeting.**

**T23/80: To receive a short verbal report from the clerk and an update regarding actions from the previous meeting.**

The clerk's report can be found as an appendix at the end of these minutes.

**T23/81 To receive and discuss resident comments regarding dog fouling in Bruton**

- a. Requested specific action regarding dog fouling in area by Man on the bench.
- b. Enquiry on action from Bruton Town Council as daughter had "again" stepped in it in the High Street on way to school.

Building from the comments in the public part, the proposal is to place a sign on the grassy area to remind users that children play in this area.

**It was RESOLVED [6-0-0] to install low level reminder signage at the packhorse bridge area.**

**T23/82: Footpaths working group.**

To receive an update from the last meeting and to consider and agree any recommendations.

The meeting notes have been circulated, and recommendations regarding the footbridge at Berkeley Gardens will be discussed at that agenda item.

**T23/83: Abbey Ponds working group.**

To receive an update from the recent working group meeting and to agree any recommendations.

The next working group meeting is to be held at the end of February.

**T23/84: Riverside Walk and Legg Footbridge**

To discuss response from Somerset Council regarding responsibility and repair/maintenance/replacement and decide upon next action.

Councillors suggested to publish the time line of actions taken to date onto the website to overview the challenges involved with progressing the repair or replacement of the footbridge, which is currently closed.

Step 1 to obtain a copy of the report that Somerset Council have undertaken to establish that the footbridge is not viable to repair, which will assist with understanding the status of the bridge. Councillors are concerned about ensuring that the Town Council is not assuming any responsibility for tree maintenance in this area.

Proposed actions:

- Obtain the survey report from Somerset Council.
- Bruton Town Council to consider replacing/repairing the bridge, and correspond with Crown Estates to notify them of this intention.
- Bruton Town Council to assume responsibility for the bridge only once back in a safe and usable condition.

It was proposed to obtain quotes for the repair of the bridge, and then consider a maintenance plan to ensure that the bridge remains safe and in good working order.

**It was RESOLVED [6-0-0] to obtain three quotes for repairing the bridge, to obtain the report from Somerset County, and for the clerk to make the appropriate checks with the town council insurance provider.**

**T23/85: Allotments**

a. To receive an update regarding both allotment sites.

Most fees have been paid for the year, and vacant plots can now be allocated to residents on the allotment plot waiting list.

Cllr Crawford requested some additional support managing the allotments, and it was suggested that a member of the public/or an additional allotment holder to assist with the managing thereof.

- b. To consider a quote for the maintenance of raised beds at Durslade. Allotment field.  
The quote was not available for discussion.

**It was proposed and RESOLVED to delegate to the clerk to go ahead with the required maintenance up to the value of £500.**

- c. To discuss the proposal from Scribe for the Allotments management programme.

**It was RESOLVED [6-0-0] that this is not appropriate at this time, as the expenditure for the management programme is too high.**

#### **T23/86: Jubilee Park**

- a. Play area fencing. To discuss a quote received for bow top fencing at the play area.

The quote was discussed, and the benefit of installing a fence rather than looking at replacement play equipment. It would be more appropriate to replace the whole fence, rather than just one length.

A plan is required to consider major play area improvements, and look at an overall refurbishment of the Jubilee Park play area. This is a task for the Strategic Planning Committee, as the plan needs to consider all play area provision in Bruton..

**It was RESOLVED [6-0-0] that the Strategic Planning group to look at facilities for children and consider an overall plan.**

Consider a

- b. MUGA. To discuss the recent damage of the MUGA surface, and consider a quote for the remedial works to make good the surface. To agree that this is to be a claim on the Town Council insurance.  
The quote was discussed, and it was felt that option 1 was to be attempted to see if that works. Currently the value of the works means that a claim on the Town Council insurance is not recommended.

**It was RESOLVED [6-0-0] to go ahead with option 1 to attempt to remove the melted plastic.**

- c. Play Inspection Reports. To receive the annual play inspection reports and note any urgent actions. To discuss a maintenance plan for the next 12 months.

**It was proposed and RESOLVED [6-0-0] that old wooden play equipment is removed, and the maintenance plan is discussed as part of the wider plan to be discussed at Strategic Planning.**

**T23/87: Jubilee Park Pavilion.** To discuss the electricity supply to the Jubilee Park Pavilion, and decide the next action to take.

**It was proposed and RESOLVED [6-0-0] to transfer the supply over to the Jubilee Pavilion Trust, and that the Jubilee Pavilion Trust to invoice the Town Council for the supply used by the MUGA on a regular basis.**

**T23/88: Replacement Youth Shelter.** To consider quotes received for the replacement the youth shelter.

Three quotes have been received to replace the youth shelter at Jubilee Park that was destroyed by fire.

Contractor A £10,299

Contractor B £15,153.73

Contractor C £13,230

To discuss and decide the contractor to engage to install the replacement youth shelter.

**It was RESOLVED [6-0-0] to recommend to Full Council to engage Contractor C to install the replacement Youth Shelter, using the Earmarked Reserves set aside for this purpose, and to take any additional funds required from General Reserves.**

Cllr Coulter left the meeting 8.33 pm

**T23/89: Churchyard wall .** To receive letter from Rev Evans to discuss responsibilities and repair.

There are concerns about certain areas of wall. This needs to be discussed at a meeting of the clerk with a councillor (Cllr Buckland) to discuss to meet with Rev Evans to obtain preliminary information.

Cllr Coulter rejoined the meeting at 8.37pm.

**T23/90: Cemetery at Cuckoo Hill .** To discuss Signage options for no overnight parking.

**It was RESOLVED [6-0-0] to order a preprinted sign.**

**T23/91: Library Junction**

- a. To consider options for placing a planter or similar at the south pavement area to prevent parking . (deferred from Full Council 16<sup>th</sup> January 2024).

Cllr Fradley to lead with the creation of a plan of what is required, which can then be taken to possible sponsors for consideration. To be discussed at a future Town Committee meeting.

- b. To discuss reinstating the Wincanton heritage road sign.

Permission has been obtained from the Library to reinstate the sign, and there was a discussion that the sign needs to be placed adjacent to the existing Frome heritage sign.

**It was RESOLVED [6-0-0] that the Wincanton hertiage sign to be reinstated next to the existing Frome heritage sign.**

**T23/92: Silver Street Car park**

To receive feedback from Cllrs Fradley and Jones following liaison with Kings School.

To be deferred, as neither councillor are in attendance.

**T23/93: A359 Frome Road.**

- a. To discuss correspondence regarding inappropriate parking near to Eastfield.

The parking of vans in this area is giving cause for concern. It is important to consult with residents in that area, and encourage reporting to the police.

- b. To discuss comments and a request received to install a zebra crossing on Cuckoo Hill.

It is thought that there is a plan for a zebra crossing in this area as a result of the development in this area, but the S106 agreement needs to be viewed. To be revisited.

**T23/94: Speed Indicator Device (SID) location in Wyke Champflower**

To receive a short verbal report from the town clerk regarding a recent meeting with Highways to discuss an additional location for a SID, and to decide upon next actions.

**It was RESOLVED [6-0-0] to agree the installation of a post to support the SID location, and to contact Highways to progress the approval of the location accordingly.**

**T23/95: Appearance of the Town**

- a. Town Map. To further consider the proposal for a refreshed Town Map (brought forward as per ref T23/11).

The town map plans were discussed. It was considered that the existing town map is sufficient for purpose, and to create a digital version. Cllrs Anderton and Coulter to work together to produce a usable illustration to reproduce the map.

**T23/96: Community Office**

- a. Step Into Bruton. To discuss and decide about a further print-run of leaflets.

A print rerun is not immediately necessary, and that this will need actioning later this year.

- b. Hand Drier. To consider a request to install a wall mounted hand drier in the disabled toilet.

**It was RESOLVED [6-0-0] to obtain quotes to consider installing a wall mounted hand drier**

- c. To discuss the purchase of an additional leaflet rack.

**It was RESOLVED [6-0-0] to purchase an additional leaflet rack.**

- d. To move current free-standing wooden leaflet rack into the arcade hall area.

**It was RESOLVED [6-0-0] to relocate the existing wooden leaflet rack into the arcade hall area.**

**T23/97: Date of next meeting Tuesday 19<sup>th</sup> March 2024.** Agenda items to the clerk by **8<sup>th</sup> March 2024.**

Meeting closed 9pm

**END OF MINUTES**

## **Appendix 1**

Clerk's report 30<sup>th</sup> January 2024

### **Litter bin outside the Spar**

We are still awaiting a response from Street Scene and have now chased this in August, September, November and again this week.

### **Station Road Car Park**

The rescheduling of work has been confirmed for 12<sup>th</sup> April and this has been publicised on our website and social media. We would also like something to go in the Dove if possible please.

### **Community Office**

#### Electricity supply

The electricity supply transfer is still ongoing! The back office has transferred, however the front office is still in process and has been somewhat problematic.

#### Office tidy up/Town tidy up

The clearance day needs to be arranged for the allotments and Jubilee Park, with the skip hire. Grounds Maintenance Contractor has suggested having the skip delivered to his yard to ease the pressure re filling and collecting the skip. Agenda item for date to be determined.

### **Library Junction**

We have spoken to Stuart Fountain again last week and he informed us that the team were assessing onsite with a view to finalizing plans and scheduling the further work that is required.

### **Jubilee Park/pavilion/MUGA**

Electricity supply to the pavilion (Separate agenda item). A meeting took place recently and we need to discuss the possible options.

Dog waste signs have been installed.

### **Appearance of the Town/volunteer activity**

Hoedown has been hugely successful and this is now becoming a monthly event with details shared on our website and social media.

### **Riverside Walk**

There are works ongoing at the moment, and a fence being installed. The Town Council has not instructed any works, and Somerset Council have been contacted (25.01.2024) for further details if available.

**Cemetery**

The taps have been replaced, and a further inspection has taken place by Wessex Water, with the works signed off.

**Town Council assets assessment**

The insurance company has been contacted for further guidance.

**END OF REPORT**