

## To members of the Town Committee

**COUNCILLORS:** Anderton, G Baker, Buckland, Coulter, Crawford, Fradley, Robinson and Taylor.

You are **SUMMONED** to attend a **MEETING** of the **TOWN COMMITTEE** on **Tuesday 23<sup>rd</sup> July 2024 at 7.30pm** to be held in **Bruton 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.

*S Mainstone*

**S Mainstone**  
**Assistant Town Clerk**  
**16<sup>th</sup> July 2024**

## **AGENDA**

**T24/19: to elect a chair for Town Committee.**

**T24/20: to elect a vice chair for Town Committee.**

**T24/21: Apologies for absence (LGA 1972 s85 (1)).**

To receive and approve any apologies of absence.

**T24/22: 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).

**T24/23: 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> May 2024 as a true and accurate record.

**T24/24: To receive a short written report from the clerk and an update regarding actions from the previous meeting.**

This report will be circulated and will be available on the Bruton Town Council website.

**T24/25: Footpaths working group.**

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

**T24/26: Abbey Ponds working group.**

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

**T24/27: Abbey Ponds.**

- a. Footpath Signage to Hauser & Wirth via Abbey Ponds.  
Further to a meeting recently with Hauser and Wirth, suggestions are required for the signage to better highlight the pedestrian footway from Dropping Lane up through Abbey Ponds and the allotment field.
- b. Request for Dog Waste Bin and signage at Abbey Ponds.  
To discuss a request for a dog waste bin, and signage, to be installed at Abbey Ponds.
- c. To discuss the additional maintenance (report from November 2023) and to consider ongoing maintenance as an addition to the existing grounds maintenance contracted works.

**T24/28: Allotments**

To receive a report by Assistant Town Clerk for Cuckoo Hill Allotment site following review with Grounds Maintenance contractor, and to agree any recommendations as required.

- a. To receive report from Cllr Crawford for both allotment sites
- b. To discuss the recent allotment inspections and action to be taken.
- c. To discuss and decide the best way to manage unoccupied allotment plots and raised beds.

**T24/29: Cuckoo Hill Cemetery**

- a. To review the current cemetery regulations. The [current cemetery regulations](#) are available on the town council website, and have been circulated to councillors for consideration.
- b. To review report produced recently by Assistant Clerk following site visit with the grounds maintenance contractor and to discuss recommendations.

**T24/30: Jubilee Park**

- a. To discuss damage to one wall area and decide upon next actions.
- b. To consider formal condition survey of the perimeter walls to Jubilee Park area.
- c. To discuss a quote to repaint the two memorial benches in Jubilee Park

**T24/31: Library Junction Area Enhancement**

To discuss next actions after response to recent sponsorship request.

**T24/32: Tree Work Required**

- a. To review summary of Tree quotes for Packhorse Bridge and decide next action. Any works agreed for this location will be undertaken as part of the 24/25 budget.

**T24/33: Maintenance of Town Council assets**

- a. To discuss maintenance spreadsheet currently being compiled, of all Bruton Town Council areas of responsibility, and decide upon next steps.
- b. To receive a short update about an asset management app (in connection with Scribe software) currently being trialled.
- c. 'Welcome to Bruton' road signs. To discuss next steps to upgrading the signs at various locations on main roads into Bruton.

**T24/34: Memorial Plaque for Carol Kahil.**

To finalise the wording and location.

**T24/35: Notice Boards.**

To review quotes for two replacement Notice Boards – one to be attached to the side of the Pavilion, and the other to be at Eastfields site with posts already in position.

**T24/36: Speed Indicator Device (SID) and Speeding concerns.**

- a. A request has been received to consider a new SID location on Silver Street/Plox.
- b. To consider the current schedule for SID placement within the parish. To increase the frequency of positioning the SID at the Shute Lane location.
- c. The Planning and Consultation Response Committee resolved that 'the matter of speeding and road safety on Shute Lane be referred to Town Committee'. To discuss and determine any next steps.

**T24/37: Town Committee Budget.**

The spend to budget to 30<sup>th</sup> June 2024 was presented for overview.

**T24/38: Date of next meeting 17<sup>th</sup> September 2024.**

Agenda items to the clerk by 3<sup>rd</sup> September 2024.

**END OF AGENDA**