

## **To all members of the Town Council**

**You are SUMMONED to attend the MEETING of the TOWN COUNCIL on **Tuesday 26<sup>th</sup> November 2024 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**  
**21<sup>st</sup> November 2024**

### **AGENDA**

**24/113: Apologies for Absence (LGA 1972 s85(1)).**

**24/114: 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).

**24/115: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).**

To receive, approve and sign [the minutes of the last Town Council meeting](#) held on 24<sup>th</sup> September 2024 as a true and accurate record.

**24/116: Reports from Somerset Councillors:**

- a. Lucy Trimmell
- b. Tom Power.

**24/117: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:**

- a. Strategic Planning
  - i. To note the recommendation from the Strategic Planning meeting on 15<sup>th</sup> October (which was missed at the last town council meeting) regarding the refresh of the Town Plan.
  - ii. To ratify the terms of reference of the Town Plan working group, and to agree invites to partner organisations.
- b. Finance and Resources Committee. to receive the minutes from the meeting held on 19<sup>th</sup> November (if available) and to note or approve any recommendations as required.
  - i. To note that the Internal Audit interim visit report was presented and any actions discussed.
  - ii. Earmarked Reserves were reviewed and the recommendations are listed for consideration. To approve the list of recommendations.
  - iii. To note that the [Risk Register](#) was reviewed. The Risk Register needs to be formally reviewed by full council before 31<sup>st</sup> March 2025.
- c. Planning and Consultation Response Committee.

To note two delegated planning responses submitted to Somerset Council Planning.
- d. Events Committee – to receive [the minutes from the meeting](#) held on 5<sup>th</sup> November and to note or approve any recommendations and decisions as required.
- e. Town Committee – to receive the minutes from the meeting held on 12<sup>th</sup> November 2024 and to note or approve any recommendations and decisions as required.
  - i. Removal of ash tree.

A large ash tree needs to be removed, due to ash dieback. Town Committee recommended that Full Council approves the proposed spend of £665 + VAT from general reserves, to remove the tree.
  - ii. Defibrillator battery replacement.

The defibrillator battery in the device located at West End needs to be replaced. Town Committee recommends that Full Council approved the spend of £247 to be met from general reserves.

- f. Climate and Ecological Emergency Working Group – to receive any updates. The group is due to meet on 2<sup>nd</sup> December.
- g. BruBowl Working Group. To receive any updates.

**24/118: Clerk’s Report.**

To receive [a short report](#) from the Town Clerk to update on ongoing matters. The report has been published on the town council website.

**24/119: Somerset Council**

To review proposals from the small working group of councillors regarding process and timescale for consulting with residents about the proposals from Somerset Council to charge for some services, and discuss the next steps.

**24/120: Somerset Council Planning Committee – South.**

To receive oral feedback regarding the Somerset Council Planning Committee – South which considered the planning applications 19/00655/OUT Brewham Road South, and 20/02297/OUT Land North of Brewham Road, and if required, to decide upon any next steps.

**24/121: Somerset Council**

That the Town Council requests a proportion of business rates paid in the town for capital public realm works. Cllr Jones to lead.

**24/122: Bank Reconciliations.**

- a. To approve the bank reconciliations for the current and deposit accounts and credit card for the period 1<sup>st</sup> October 2024 to 31<sup>st</sup> October 2024.
- b. To note that Cllr Jones attended the community office to view and sign the bank reconciliation to 30<sup>th</sup> September 2024 on 31<sup>st</sup> October 2024.

**24/123: Accounts for Payment.**

- a. To approve [payments list](#) for November 2024.
- b. Schedule of payments for December 2024. To delegate to the clerk in consultation with the Chair and Vice Chair to agree the payments in December 2024, that are to meet contractual obligations, that are within budget limits or those payments that are for services and orders agreed by Full Council or Committees at previous meetings. The list of payments made will be presented to Full Council at the January Full Council meeting.

**24/124: Transfer of funds between bank accounts**

- a. To note the transfer of £15,000 made by the clerk from the CCLA deposit account to the Unity Trust current account.
- b. To request approval for a further transfer of £6000 to support the deposit paid recently regarding the zipwire installation which is due to take place early next year.

**24/125: Reports** - to receive reports from:

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

**24/126: Date of the next meeting of the Full Council:** The next full council meeting is Tuesday 21<sup>st</sup> January 2025, 7.30pm at the Community Hall.

Agenda items to the clerk for consideration by Friday 11<sup>th</sup> January 2025.

**END OF AGENDA**