

To all members of the Town Council

You are **SUMMONED** to attend the **MEETING** of the **TOWN COUNCIL** on **Tuesday 29th April 2025 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
22nd April 2025

AGENDA

24/184: Apologies for Absence (LGA 1972 s85(1)).

24/185: 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).

24/186: 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 25th March 2025, as a true and accurate record.

Town Council Meeting 29th April 2025

24/187: 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.

24/188: Reports from Somerset Councillors:

- a. Lucy Trimnell
- b. Tom Power.

24/189: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

a. Finance and Resources.

To receive the minutes from the meeting held on 15th April 2025 (if available), and to note or approve any recommendations and decisions as required.

- i. To review and adopt the Risk Management Schedule with the proposed recommended amendments.
- ii. To review and adopt the IT Usage Policy.
- iii. To review the SALC members report regarding new affiliation fees.
- iv. To consider the recommendations for Earmarked Reserves for approval.
- v. To confirm the appointment of the current Internal Auditor for the 2025/26 audit period.
- vi. To note the successful annual review of both the Assistant Clerk and the Town Clerk. To increase their salary scales by one scale point (as per contract of employment) to take effect from 1st April 2025.

b. Planning and Consultation Response Committee.

To receive the [minutes from the meeting held on 9th April](#) and to note or approve any recommendations and decisions as required.

c. Climate and Ecological Emergency Working Group.

To receive any updates and recommendations from the meeting held on [7th April 2025](#).

- i. To approve the revised Terms of Reference.
- ii. To adopt the One Planet Action Plan for Bruton.

d. Strategic Planning Committee

- i. To note that the Bruton Town Plan Working Group inaugural meeting took place on 14th March, with a further meeting scheduled for Friday 25th April 2025.
- ii. To note that consultations will begin in 2026 for the emerging Somerset Local Plan; Bruton Town Council is a statutory consultee.
- iii. To recommend that Somerset Council's Section 106 Officer be asked to promote a coordinated approach to the provision of equipped play space on the east side of Bruton by encouraging the developers of the

proposed residential housing developments off the Frome and Brewham Roads to work together and share resources.

e. BruBowl Working Group.

To receive any updates and recommendations from [the meeting held on 7th April 2025](#).

- i. To transfer the BruBowl Earmarked Reserve funds of £17054.42 into the CCLA BruBowl high interest account, to ensure that interest earned on this amount is part of the funds raised for the skate park. (Note that this amount remains an earmarked reserve and is not part of the restricted earmarked reserve; the funds are just placed into the main BruBowl high interest account).

f. Abbey Ponds Working Group.

The Working Group met on 10th April. To receive any updates and recommendations.

- i. To note the award of a £18,740 GWR Customer and Community Improvement Fund grant for “*Connecting Abbey Ponds*”, and to consider the funding agreement.
- ii. To review the notes (circulated in meeting papers) of the meeting on 17th April with Cllr Jones, Assistant Town Clerk and Hauser & Wirth Representatives.
- iii. To consider applying Hauser & Wirth's procurement regulations to the installation of the pathway, gates and ramp, as they are supporting the project and have undertaken much more of this kind of work than the Town Council.

24/190: To discuss the management of Japanese Knotweed discovered recently at Station Road car park.

[Advice and guidance from government website](#).

24/191: To discuss the next steps for an installation at Library Junction.

To decide how to gain community opinion/feedback regarding the provided imposed images and how this will be managed.

24/192: VE Day and VJ Day 80th anniversary celebrations

To receive Vice Lord Lieutenant of Somerset invitation to take part in the 80th anniversary of VE day on 8th May and VJ day 15th August.

- a. To discuss if and how to take part in these events in the town and decide next actions.

24/193: Bank Reconciliations.

- a. To approve [the bank reconciliations](#) for the current and deposit accounts and credit card for the period 1st March to 31st March 2025.
- b. To note that Cllr Robinson attended the council office on 7th April 2025 to review the bank reconciliations for the period 1st to 28th February 2025, and 1st to 31st March 2025.

24/194: Accounts for Payment.

- a. To approve [payments list](#) for April 2025

24/195: To discuss and decide on the continuation of the BTC Zoom account subscription.

A Zoom subscription is primarily needed to access longer meeting durations and additional features beyond the free plan. The free version of Zoom allows for unlimited meetings with a maximum of 40 minutes for group meetings. Paid Zoom plans, such as Zoom Pro, offer longer meeting durations and features like cloud recording, social media streaming, and polling.

24/196: Reports - to receive reports from:

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

24/197: Annual Town Forum is on Tuesday 13th May 2025 and has been publicised.

Notices have been displayed in the office window and on notice boards. Invitations were sent on 11th March and a reminder sent on 22nd April.

24/198: Date of the next meeting of the Full Council:

The next full council meeting is the Annual Town Council Meeting, Tuesday 27th May 2025, 7.30pm at the Community Hall.

Agenda items to the clerk for consideration by Friday 16th May 2025.

END OF AGENDA