

**Minutes of the Town Committee meeting held at Bruton Community Hall  
on Tuesday 3<sup>rd</sup> June at 7.30pm.**

**Councillors present:** Cllrs; Coulter, Crawford, Fradley, Buckland (arrived 7.32pm), Robinson, Baker.

**In the Chair:** Cllr Coulter.

**Officers in attendance:** Assistant Clerk (ATC).

**Members of the Public:** Cllr Jones.

**Public session not required, Cllr Jones will speak for agenda item T25/08 and T25/10.**

**Meeting started:** 7:30pm.

## **Minutes**

**T25/01: Election of Chair.**

Cllr Coulter was nominated for position Chair of Town Committee 2025/26.

**It was RESOLVED [For-Against-Abstain] [5-0-0] to elect Cllr Coulter as Chair of Town Committee for 2025/26.**

Cllr Buckland arrived at 7.32pm.

**T25/02: Election of Vice chair.**

Cllr Buckland was nominated as Vice Chair of Town Committee 2025/26.

**It was RESOLVED [6-0-0] to elect Cllr Buckland as Vice Chair of Town Committee for 2025/26.**

**T25/03: Apologies for absence (LGA 1972 s85 (1)).**

To receive and approve any apologies of absence.

Apologies were received and noted from Cllr Taylor.

**It was RESOLVED [6-0-0] to approve the apologies received and the reasons given.**

**T25/04: 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).

There were no declarations of interest.

**T25/05: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).**

To agree [the minutes of the last meeting](#) on 18<sup>th</sup> March 2025 as a true and accurate record of that meeting.

**It was RESOLVED [6-0-0] to approve the minutes of 18<sup>th</sup> March 2025 as a true and accurate record of that meeting.**

The minutes were signed by Cllr Coulter.

**T25/06: 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.

The clerk's report was received and noted by all.

**T25/07: Station Road Car Park.**

- a. To receive the Japanese Knotweed assessment report and to discuss next actions.

Permission has been granted to share this report with the landowner at Godminster. It was agreed to share this report in the first instance and to ask how the landowner at Godminster would like to proceed. This item can then be discussed further at either the next Town Committee/Full Council meeting (whichever is sooner). In the meantime, signs have been created, as per the suggestions in the report, and the area can be cordoned off by the council's grounds maintenance team.

**ACTION:ATC**

- b. To discuss and decide budget requirements for treatment of Japanese Knotweed.

To await further quotes and a response from Godminster.

**T25/08: To consider the request from Westcountry Rivers Trust and the Wild Trout Trust for Wild Trout translocation between the Brue and Alham.**

Attaching the latest Environment Agency “Your watercourse: rights and roles guide”, shared within the Meeting Papers, in addition to the two WRT/WTT documents.

Cllr Jones gave a background and requested permission from the committee for the organisations to translocate trout between the Rivers Brue and Alham.

**It was RESOLVED [6-0-0] to grant permission, as riparian owner, to Westcountry Rivers Trust and the Wild Trout Trust for wild trout translocation between the rivers Brue and Alham.**

**T25/09: Abbey Ponds working group.**

To receive the notes from the April meeting and note any recommendations. The recent meeting notes were received and noted. There were no recommendations.

**T25/10: Climate and Ecological Emergency working group (CEEWG).**

- a. To consider recommendations from CEEWG on “Team Wilder” climate adaptation dry and damp habitat approaches for wildlife corridors and green spaces; Raising awareness, e.g. “30 Days Wild”, getting people involved, managing public open space.

The working group would like to explore sites for a “Team Wilder” project for a dry garden and a wet garden at the next planned CEEWG workshop. Some potential sites for these gardens were identified; Durslade Allotments, Stepping Stones, Patwell Pump. The workshop will be publicised on the council website.

**It was RESOLVED [6-0-0] to recommend including the “Team Wilder” climate adaptation project in the next planned CEEWG workshop and to support raising awareness.**

**T25/11: Allotments. To review report and note recommendations,**

- a. To receive and consider a request from volunteers working on unoccupied plots to purchase 2 rolls of 2m x 100m tarram (costs supplied in meeting papers) for use at Cuckoo Hill allotment site.

The quotes were received and noted by all. The larger roll of tarram would be more suitable, rather than having 2 separate sheets, and it was proposed to go with this quote (LBS Horticulture).

**It was RESOLVED [6-0-0] to approve the purchase of tarram from the selected supplier.**

**ACTION:ATC**

- b. To consider a grounds maintenance contractor viewing the hedge to advise on required works and quote accordingly.

The recommendation is to lower the hedge to a more sensible height (8ft) and for the same contractor who will be reducing the crown of the sycamore tree to provide a quote for doing this at the same time.

It was agreed to obtain some quotes for the hedge, including the contractor for the tree, and to bring back to the next meeting.

**ACTION:ATC**

- c. To consider the grounds maintenance contractor clearing the area of rubbish, strimming, then bringing the area into the regular mowing regime.

There is a lot of junk on this plot that will need removal before it is strimmed. Cllr Taylor has agreed to remove this junk and strim the left area with a team of his staff. Once this has been completed, it is suggested that this remains a grassed area with no plot, to widen the bottom pathway.

A quote will be required for the right hand side (adjacent to plot 10).

**It was RESOLVED [6-0-0] to approve the removal of this plot and to maintain as an extension to the grassed pathway.**

- d. To consider the recommendations and quote received from the tree surgeon contractor to address the sycamore tree at Cuckoo Hill allotment site.

Quote received and noted.

**It was RESOLVED [6-0-0] to approve the quote and recommendations for the sycamore tree at Cuckoo Hill allotment site to be reduced by 1/3 in the late summer/early autumn.**

#### **T25/12: Jubilee Park.**

- a. Vandalised play equipment; to review quote for repair and discuss options to repair/replace/claiming on insurance and to decide next actions.

As there is still one rocker remaining, it was agreed that the expense would not match the benefit to re-installing or replacing this equipment. The ATC will obtain a quote for removal of the surface and to put back to grass, with the other rocker surface remaining.

**ACTION:ATC**

Cllr Fradley would like to add to the next agenda building a fund for returning removed equipment.

- b. To discuss management of hedge and brambles within the MUGA/skate ramp area at Jubilee Park.

This area is a bank sloping towards the railway line, with fencing in amongst the overgrown brambles as well as the trainline fencing at the bottom. Bruton youth club youth workers have been approached to see if there was any appetite for the youth club to become involved in creating a project planting area for them, and they are keen on this idea.

It was proposed to get a quote for cutting the brambles back to the trainline fence to provide a project gardening area for youth club.

Proposed to get quotes for removal of the old fence and a trim, and a further quote to remove all overgrowth down to the trainline fence with a view to use area as a project ground for youth club and bring back to next meeting.

**ACTION:ATC**

- c. To receive suggestions for replacement trees to be planted in place of the ash trees that were removed.

Cllr Crawford has some trees to donate for planting. It would not be a good idea to plant in the same place as the removed Ash trees for the sake of preserving the wall. It was agreed for the trees to be planted behind the skate park in the dip behind the lower gate (in the dovecote field), and, for any further to be planted along the back of the fence behind the lower football pitch.

The young trees will need a tree guard to protect them from the cows etc.

It was also agreed to seek donations from the Woodland Trust in the Autumn.

**It was RESOLVED [6-0-0] to plant donated trees in the bottom dip of the Dovecot field, below the hedgeline neighbouring the BruBowl area.**

- d. To receive condition survey report for Jubilee Park walls and to discuss next actions.

The report was received and noted by all, and there are no recommendations for immediate action.

Officers to seek Stone Masons to be approached for the tender process. It may also be worth asking the surveyor for a recommendation for stone masons.

**It was RESOLVED [6-0-0] to tender all works in categories B and C (totalling £90k), with a 5 year plan for completion, focusing Cat B works to be completed over the first 2 years.**

**T25/13: Cuckoo Hill Cemetery.**

Receive request for donation in memory of a Bruton resident.

Further memorial suggestions for the resident were suggested and it was proposed that Cllr Buckland is put in touch with the family to discuss ideas as a starting point.

**ACTION:ATC**

**T25/14: Review of Grounds Maintenance Contract for 2026-2029.**

- a. To discuss the grounds maintenance review, and suggested timetable, with a view to having a draft scope of works available for the next Town Committee meeting on 22<sup>nd</sup> July.

Cllrs Buckland, Baker, and Fradley will work together on this and will meet at the office at 9am on Wednesday 11<sup>th</sup> June (next week) to walk around and review all areas. Officers will print out the current schedule for them to take and to add their comments. This will be reported back to the August CEEWG meeting as per the planned timeline.

**T25/15: Engine Shed.**

- a. To review any progress to date.
- b. To consider recommendations, discuss quotes received to support producing a Heritage Impact Statement (required for listed building consent application) and decide upon next steps.

**It was RESOLVED [6-0-0] to approve the quote for the Heritage Impact Statement by known contractor and his recommendations. Also to request ownership of the drawings for the council's future use.**

**It was RESOLVED [6-0-0] to defer the quote for painting the door until other work is done.**

**T25/16: Library Junction planters.**

To set a date to meet in the office to plan the process for community involvement. It was agreed to combine this with the grounds maintenance review next Wednesday 11<sup>th</sup> June.

**T25/17: Town Committee Budget.**

To note Spend to Budget.  
Received and noted by all.

**T25/18: Date of next meeting 22<sup>nd</sup> July 2025.**

The next meeting is on 22<sup>nd</sup> July 2025. Agenda items to the Assistant Clerk by 11<sup>th</sup> July 2025.

**Meeting ended at 8:53pm.**

**END OF MINUTES**