

## To all members of the Town Council

You are **SUMMONED** to attend the **MEETING** of the **TOWN COUNCIL** on **Tuesday 29<sup>th</sup> July 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**  
**22<sup>nd</sup> July 2025.**

### **AGENDA**

**25/045: Apologies for Absence (LGA 1972 s85(1)).**

**25/046: 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).

Town Council Meeting 29<sup>th</sup> July 2025

**25/047: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).**

To receive, approve, including slight amendment, and sign [the minutes of the last Town Council meeting](#) held on 24<sup>th</sup> June 2025.

**25/048: Reports from Somerset Councillors:**

- a. Lucy Trimmell
- b. Tom Power.

**25/049: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:**

- a. Planning and Consultation Response Committee – to receive [the minutes from the meeting](#) held on 24<sup>th</sup> June 2025, and 16<sup>th</sup> July 2025 (if available).
- b. Strategic Planning Committee – to receive [the minutes from the meeting](#) held on 15<sup>th</sup> July 2025 (if available), and to note and approve any recommendations and decisions as required.
  - i. A short report was discussed regarding a Town Ranger/Lengthsman position. That the town clerk produces a breakdown of past spending on the kind of maintenance and repair jobs that this position may undertake.
  - ii. The engagement of a Town Ranger be recommended in principle, ideally an independent contractor rather than an employed member of staff.
  - iii. The Town Council respond to Somerset Council’s forthcoming consultation on engagement with local communities by highlighting areas where closer engagement on areas like emptying bins could help to improve the appearance of the town.
- c. Town Committee – [to receive the minutes](#) from the meeting held on 22<sup>nd</sup> July 2025 (if available), and to note or approve any recommendations and decisions as required.
  - i. To name the ‘Man on a Bench’ area as ‘Bishton Green’, with a sign on the Packhorse Bridge wall (to be confirmed). That the town council funds the purchase and installation of the sign, and that Somerset Council are informed of the change of name. A bench donated by the family to be installed.

- ii. To recommend the trial (for six months) of an organic spray herbicide, at the Dovecote Car park (top car park). This requires lifting the 'no spray' ban for this purpose.
- iii. Abbey Ponds: that information boards are situated in location 1 and 5, on the supplied map, and any additional information boards to be outside of the scheduled area.
- d. Climate and Ecological Emergency Working Group – to receive an [update from the last meeting](#) (9<sup>th</sup> July 2025), and consider the following recommendations:
  - i. To initiate discussions with Kings School about alignment of their grounds maintenance arrangements with the One Planet Action Plan for Bruton.
  - ii. To initiate similar discussions with St Mary's Bruton and invite them to engage with Somerset Wildlife's 'Wilder Churches' initiative.
  - iii. To request that the Dovecote field is not grazed until July.
- e. BruBowl Working Group – to receive an update from the working group.

**25/050: Clerk's Report.**

To receive [a short report from the Town Clerk](#) to update on ongoing matters.

**25/051: Quote for emptying bins, from Somerset Council.**

To discuss the updated quote received from Somerset Council for the emptying of bins, and decide upon the next steps.

**25/052: Twinning Bruton.**

A request has been received to consider the twinning of Bruton with Williamsburg, Virginia, USA. To discuss the request and consider next steps.

**25/053: 'Press Pack' of Bruton.**

To consider the requirement of a 'press pack' of Bruton (predominantly images), to be collated and made available on the town council website. If agreed, to discuss the next steps.

**25/054: Request for permission to trim an area of riverbank at Church Bridge.**

To consider a request for permission received from BrewCREW to trim the riverbank near to Church Bridge, to permit safer access for clearance of Himalayan Balsam.

**25/055: Bank Reconciliations.**

- a. To approve the [bank reconciliations](#) for the current and deposit accounts and credit card for the period 1<sup>st</sup> June 2025 to 30<sup>th</sup> June 2025.
- b. To note that Cllr Crawford has attended the Community Office on 22<sup>nd</sup> July 2025 to review the bank reconciliation to 30<sup>th</sup> June 2025.

**25/056: Accounts for Payment.**

- a. To approve [payments for July 2025](#).
- b. To note that funds totalling £15,000 have been transferred from the CCLA account to the town council current account to cover July payments.
- c. Schedule of payments for August 2025. To delegate to the clerk in consultation with the Chair and Vice Chair to agree the payments in August 2025, 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 September Full Council meeting.

**25/057: Additional hours payments for officers.**

- a. To agree payment for additional hours worked by officers.
- b. To delegate to the clerk, in consultation with the Chair and Vice Chair, to agree up to 10 hours of additional hours worked within a three month period (currently there is a review of staffing hours worked each quarter).

**25/058: Reports - to receive reports from:**

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

**25/059: Date of the next meeting of the Full Council:** The next full council meeting is Tuesday 23<sup>rd</sup> September 2025, 7.30pm at the Community Hall. Agenda items to the clerk by 12<sup>th</sup> September 2025.

**25/060: Exclusion of Press and Public**

**To consider the exclusion of press and public for the remainder of the meeting under the Public Bodies Admissions to Meetings Act 1960, Section 1 (2), on the grounds that discussion of agenda item 25/061 is commercially confidential.**

**25/061: County Fields**

To receive a short report from the clerk overviewing a recent meeting with Somerset Council surveyor about the area referred to locally as 'County Fields'. To discuss the key points, and to decide upon next steps.

**END OF AGENDA**