

To all members of the Town Council

You are **SUMMONED** to attend the **MEETING** of the **TOWN COUNCIL** on **Tuesday 25th November 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.

Lulf-Hansen

Lisa Ulf-Hansen

Town Clerk

19th November 2025.

A short presentation at the end of the public session to view the current information signage for the Connecting Abbey Ponds project (footpath refurbishment and extension, and gateway upgrade).

AGENDA

25/100: Apologies for Absence (LGA 1972 s85(1)).

25/101: 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).

25/102: 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 28th October 2025.

25/103: Abbey Ponds.

- a. To review the information presented regarding the designs and costings for the information signage, and to discuss and decide upon the next steps.
- b. To discuss the issues with the surface of the newly installed ramp.
 - i. To discuss the suggested actions, and the additional costs involved.
 - ii. To consider the funding for the additional costs involved and how those will be met, subject to the additional works being agreed.

25/104: Reports from Somerset Councillors:

- a. Lucy Trimmell.
- b. Tom Power.

25/105: Reports - to receive reports from:

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

25/106: Clerk's Report.

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

25/107: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

- a. Town Committee – [to receive the minutes](#) from the meeting held on 11th November 2025 and to note or approve any recommendations and decisions as required:
- b. Finance and Resources Committee – to receive the minutes from the meeting held on 18th November 2025 (if available), and to note or approve any recommendations and decisions as required:
 - iii. To note that the internal auditors interim report has been considered at Finance and Resources Committee, along with any recommendations therein.
 - iv. To add Cllr Wright, and Assistant Clerk, as signatories onto the CCLA deposit accounts, in order to facilitate transfers in and out of those deposit accounts to the Town Council nominated bank account, the Unity Trust Current Account. Note any payments on the Unity Trust Current Account require the authorization of two councillors.
- c. Strategic Planning Committee- [to receive the minutes](#) of the meeting held on 21st October 2025, now available
- d. Climate and Ecological Emergency Working Group – [To receive an update](#) from the meeting held on 4th November.
- e. BruBowl Working Group – to receive an update from the working group, meeting held on 17th November 2025.
- f. Events Working Group – to receive any updates and consider any recommendations from working group meetings held.

25/108: Community Payback/Unpaid Work Team policy.

To consider a policy overviewing the Community Payback/Unpaid Work Team undertaking planned works within the Bruton Parish area.

- a. To discuss the policy with a view to adopting the draft document circulated.
- b. To consider, if agreed, how the Community Payback/Unpaid Work Team planned activities can be directed effectively, and to consider any next steps.

25/109: Bank Reconciliations.

- a. To approve the [bank reconciliations](#) for the current and deposit accounts and credit card for the period 1st October 2025 to 31st October 2025.
- b. To note that Cllr Anderton attended the Community Office on 4th November 2025 to agree the bank reconciliation for 1st to 30th September 2025.
- c. to note that Cllr Jones attended the Community Office on 12th November to agree the bank reconciliation for 1st to 31st October 2025.

25/110: Accounts for Payment.

- a. To approve the [payments for November 2025](#).
- b. Schedule of payments for December 2025. To delegate to the clerk in consultation with the Chair and Vice Chair to agree the payments in December 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 January Full Council meeting.
- c. To note that funds totalling £25,000 have been transferred from the CCLA account to the town council current account to cover November payments, and that a further transfer will be made in December to cover December payments.
- d. To note that further funds transfers will be likely to meet the commitments regarding the footpath refurbishment and gateway upgrade, which will be reported accordingly at the next full council meeting.

25/111: Date of the next meeting of the Full Council: The next full council meeting is Tuesday 20th January 2026, 7.30pm at the Community Hall. Agenda items to the clerk by 13th January 2026.

END OF AGENDA