

Minutes of the Town Committee meeting held at Bruton Community Hall on Tuesday 3rd February at 7.30pm.

Councillors present: Coulter, Fradley, Crawford, Buckland.

In the Chair: Cllr Coulter.

Officers in attendance: Assistant Town Clerk (ATC).

Members of the Public: 3 members of public and Cllr Jones.

Public session started at 7:30pm.

- Item T25/72 a
A Resident has been in communication with the Deputy Clerk regarding this matter. Some concerns were raised with suggested signage creating problems with pedestrians line of vision and narrowing of the pavement for no true benefit to the problem.
Some suggestions from the resident are in the meeting papers and some photographs were shared to support these concerns.
- Item T25/79
The resident requesting the memorial bench installation detailed the reasons for the request and confirmed that they would like to cover any costs for this installation. The Dovecot is a special place holding many happy memories for the family.

Residents were thanked for attending the meeting.

Meeting started at 7:35pm.

Minutes

T25/68: Apologies for absence (LGA 1972 s85 (1)).

To receive and approve any apologies of absence.

Apologies received from Cllr Anderton, Taylor and Baker.

It was RESOLVED (4 -0 -0) to approve the apologies of absence.

T25/69: 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).

None.

T25/70: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To approve the minutes of the meeting dated [11th November 2025](#) as a true and accurate record of that meeting.

It was RESOLVED (4-0-0) to approve the minutes of the meeting dated 11th November 2025 as a true and accurate record of that meeting.

Cllr Coulter to sign the minutes.

T25/71: 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.

Noted by all. It was agreed that Cllr Jones will approach Hummingbird School regarding the Library Junction installation.

T25/72: To discuss recent highways problems raised by residents.

Members of the public are concerned about:

- a. Patwell Street; pedestrians crossing.

Reports from Highways were noted by all along with comments from the resident at Patwell Street. The further suggestions were discussed, and it was agreed to write to Somerset Highways:

- To explore the options of road markings (painted lines) to visually narrow the road.
- To explore the viability and cost of widening the pavement and ask if there are any other recommendations.
- To review the current 20mph road marking as this may need refreshing.

- b. Cuckoo Hill; dangerous manoeuvres by drivers at the junction on Frome Road.

Advice from Highways was noted by all. The advice should be fed back to the resident who may wish to make contact Somerset Highways directly.

- c. Wyke Road; recent road traffic accident.

An updated report was circulated before the meeting and noted by all.

It is proposed to contact Somerset Highways with the following requests:

- To apply for an extension to the current 30mph zone from Bruton to the existing 30mph zone at Wyke, making the entire distance a 30mph zone.
- To apply for warning signs at some agreed positions, highlighting the hazards ahead to drivers.

Residents to be thanked for their detailed reports.

It was RESOLVED (4-0-0) to write to Highways to request a site visit as soon as possible in light of this recent incident, and to request an extension to the 30mph zone creating a continuous 30mph zone over that entire route with hazard warning signs for drivers.

- d. Sexey's Hospital; parking bays.

It was discussed that this parking bay has already been agreed for removal due to the lack of width at this section of the road, however, due to errors this process has been delayed.

It was RESOLVED (4-0-0) to urgently expedite this road traffic order along with the other two parts on the same order, and to collate statements from this and any further incidents to share with Somerset Highways.

It was noted that this particular HGV was permitted to travel through the High Street.

- e. Car park on Silver Street (Community Hall); Recent parking penalty issued by Somerset Council.

Noted. Agreed to await further Highways response.

T25/73: To discuss issues raised with Remembrance parade road closure.

To note suggested amendments to the road closure management plan.

The amendments to the road closure management plan were noted and agreed to be applied. There has been some provision in the budget for potential additional costs for the contractors. The ATC will make contact with the contractors and King's school to ensure a collaborative and robust plan.

T25/74: To receive working group notes and to consider any recommendations and actions:

- a. Town Meeting:

To discuss how to display the Town Meeting presentation. To purchase a digital display screen for the front office window.

Agreed that this would be helpful and beneficial to the community. The ATC will make enquiries with the IT Support team for a potential digital display

monitor for the community office window. This could also be used for minutes/agendas and Cllr Coulter is happy to assist in the design/set-up.

Item 79 was brought forward to this point to allow the attending resident to be present for discussion.

b. Climate and Ecological Emergency:

To consider upgrading bicycle rack, taking into consideration electric bike parking and charging.

The current position is considered by some to be too far from the town to feel comfortable leaving expensive bikes there, although it was agreed an upgrade is needed. The ATC will obtain quotes to bring back to a future meeting.

It was proposed for CEEWG to explore the best site for renewed bicycle racks and to consult with local businesses on this.

Higher Backway smaller car park was suggested as a potential site, as where there are spaces not suitable for cars, it may provide enough space for a bicycle rack.

c. Abbey Ponds:

- i To review project spend to budget to date

Noted by all. Although not confirmed, it is assumed there will be just over £3000 for wayfinding signage.

- ii To note December report submitted to GWR.

Noted.

- iii Level Access: GWR “Connecting Abbey Ponds” (APWG 25/21) To consider quotes for wayfinding signage to install finger post style signage:

- Both of the two recommended locations (this would deliver the minimum in line with the grant obligations).

It was proposed to agree these purchases ahead of the end of February deadline for the project completion.

It was RESOLVED (4-0-0) to go ahead with purchasing the recommended wayfinding signs for installation at the recommended two positions.

- A new finger post column on Church Bridge Triangle, if sufficient budget remains at the end of the project (this would be after the GWR submission owing to Somerset Highways’ constraints)

It was proposed to explore the viability and cost of moving the current fingerpost column from Crown Green to the position on the triangle island at Church Bridge, with renewed/updated finger signs. The ATC will obtain information and costs for the next meeting.

It was RESOLVED (4-0-0) for a finger post column on Church Bridge triangle island to be scheduled, with consideration in next year's budget, unless the remaining funds allow for completion at the end of this year.

iv Habitat management (APWG 25/22) To consider recommended scope of the Abbey Ponds Grounds Maintenance contract and tender process.
It was RESOLVED (4-0-0) to approve the recommended scope of works and to proceed with the tender process.

T25/75: Abbey Ponds Drainage Issues.

To discuss quotes for the ongoing infill to the ramp and path.

Following assessment and advice, 2 signs have been purchased warning pedestrians of uneven surface, and two quotes have been sought:

Quote 1 is a remedy, to infill as/when required to repair heavy rain damage to the ramp surface, which was agreed as an ongoing remedy to avoid further asset deterioration.

Quote 2 is to protect the ramp surface from further damage, for wooden boards to be fixed to the 2nd row of the horizontal fence rails, protecting from the volume of waterflow down the ramp.

It was RESOLVED (4-0-0) to approve these 2 quotes and proceed with works, beginning with boards to protect the renewed infill as much as possible.

T25/76: Engine Shed.

To consider costs and fees associated with the repair of the Engine Shed and decide how to proceed.

It was proposed to approve the standard fees for preliminary site survey bat roost assessment and to go ahead should this be required.

To proceed with quotes for the full scope of works to be carried out.

It was RESOLVED (4-0-0) to approve the standard fee for preliminary site survey bat roost assessment and to proceed with application.

It was RESOLVED (4-0-0) to proceed with obtaining quotes for the full scope of works for the Engine Shed.

T25/77: Community Office alarm system

To consider quotes received for the necessary repairs to the intruder alarm.

It was proposed to select a full new alarm system rather than replacement keypad, and to explore budgetary scope.

It was RESOLVED (4-0-0) to approve and proceed with the new alarm system at the community office.

T25/78: Station Road car park - pot holes.

To consider the remedial repairs for the surface at Station Road Car park.

It was proposed to approve this quote and proceed with works using the Station Road car park sinking fund.

It was RESOLVED (4-0-0) to approve the quote for pothole repairs at Station Road car park and proceed with works using the Station Road car park sinking fund.

T25/79: Memorial bench at the Dovecote.

To consider a request for a memorial bench on the Dovecote hill, near to the existing bench.

It was proposed to approve this request, for the bench to be sited near the current one, the resident has agreed to cover this cost in memory of her husband.

It was RESOLVED (4-0-0) to authorise the request for a further memorial bench on the Dovecot hill, in the same area as the current bench.

The ATC will liaise with the resident to organise installation.

T25/80: To receive and review Jubilee Park Play area inspection report

To review the play area inspection report, in particular considering immediate maintenance and repairs required.

Noted. To review moderate items over the next year and obtain quotes. Cllr Fradley raised that the activity board dial is now too tight and needs loosening please.

T25/81: Town Committee Budget.

To note Spend to Budget for 2025/26.

Noted.

T25/82: Date of next meeting 24th March 2026.

The next meeting is on 24th March 2026. Agenda items to the Assistant Clerk by 10th March 2026.

Noted.

**MEETING ENDED AT 9:07pm
END OF MINUTES**