

Minutes of the FULL COUNCIL MEETING held on Tuesday 24th February 2026 at 7.30pm in the Community Hall.

Councillors present: Cllrs Anderton, Coulter, Crawford, Dunn, Fradley and Jones (arrived at 7.48pm).

In the Chair: Both the Chair and Vice Chair are absent, a Chair is to be elected as the first item of business.

Officers present: Town Clerk.

Somerset Councillors: Cllr Trimnell, and apologies from Cllr Powell.

Members of the public: 1.

Public session opened:7.30pm.

Public session closed: 7.30pm.

Meeting started: 7.30pm.

MINUTES

To elect a chair for this meeting.

As both the Chair and Vice Chair had submitted apologies for tonight's meeting, the first item of business was to elect a councillor to chair this meeting. It was proposed that Cllr Anderton chairs the meeting.

It was RESOLVED [5-0-0] [for-against-abstain] that Cllr Anderton chairs the meeting for this evening.

25/128: Apologies for Absence (LGA 1972 s85(1)).

Apologies for absence were received from Cllrs Baker, Bateman, Buckland, Hood, Taylor and Wright.

It was RESOLVED [5-0-0] to receive and approve the apologies submitted and the reasons given.

Town Council Meeting 24th February 2026

25/129: 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).

None.

25/130: 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 20th January 2026.

It was RESOLVED [4-0-1] to approve the minutes for the full council meeting held on 20th January 2026 as a true and accurate record of that meeting.

25/131: Reports from Somerset Councillors:

- a. Lucy Trimnell: Cllr Trimnell provided a short oral report. Somerset Council have been given an allowance of £30m for disposal of assets. The 11% council tax rise was refused by central government. The meeting of the Executive tomorrow will preview the budget, which should be agreed next week. The last meeting of the Executive was on 11th Feb, where the issue of potholes was raised. There have been various reports of residents experiencing significant damage to their cars. Cllr Trimnell has taken photos of potholes at key locations in Bruton and reported them to Somerset Council. Some potholes were repaired but one of the repairs is now defective, along with additional potholes, which is deeply concerning. In addition there has been no written reply from the member for Highways in response to Cllr Trimnell's question posed at that meeting.

Cllr Trimnell had a query regarding litter along Dropping Lane and other areas, and a resident wanting to arrange a litter pick to deal with this. A similar enquiry has also been received in the community office today. Litter picking on the highway is difficult to facilitate as the roads are so unsafe for pedestrians. Officers are currently waiting for further information about volunteer training for road side activities such as litter picking, however, activity on a verge on a highway as busy as Dropping Lane would not be encouraged. Officers agreed to keep Cllr Trimnell updated.

- b. Tom Power. Sent apologies.

25/132: Reports - to receive reports from:

- a. Members representing the Council on outside bodies.

Cllr Crawford attended a museum meeting recently. The Museum are considering merging with the Arts Festival. Museum members will support the Packhorse Fair due to take place at the end of August, and then continue with the History and Heritage festival afterwards.

Cllr Jones attended the Youth Contract review in January 26 in Castle Cary. The session was very helpful. The clerk provided a short overview of the meeting.

- b. Town Councillors.

Cllr Coulter has received many enquiries about potholes.

Cllrs Anderton, Buckland and Fradley met with a Pitcombe Parish Councillor regarding Bruton School for Girls which was a fact finding exercise. Pitcombe PC are having a public meeting on 14th March 2.30pm at Hascome Village Hall. Pitcombe PC have written a response to the letter that BTC received from the Charity Commission in December 2025 commending the scheme, and have requested that Bruton Town Council do the same.

- c. Chair.

There was no chair's report.

25/133: Clerk's Report.

To receive [a short report from the Town Clerk](#) to update on ongoing matters. The report is available on the town council website.

The Assistant Clerk, Sam Mainstone, passed her Certificate in Local Council Administration (CiLCA) which is a fantastic achievement. Councillors and officers send their congratulations, and a huge 'well done'!

25/134: Casual Vacancy.

To confirm the recent casual vacancy that has been advertised. To confirm the next steps.

The clerk confirmed that the vacancy can be filled by co-option. An advert has been posted onto noticeboards, social media and the town council website, with a closing date of 23rd March. Two expressions of interest have been received, and application forms have been sent out to them.

25/135: Council Committees.

As a result of the recent councillor resignation, to add councillors to committees as required.

To add Cllr Jones and Cllr Dunn to Town Committee.

It was RESOLVED [6-0-0] to add Cllr Jones and Cllr Dunn to Town Committee.

25/136: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

- a. Finance and Resources Committee. To receive [the minutes from the meeting](#) held on 13th January 2026 (now available).

Noted.

- b. Town Committee. To receive [the minutes from the meeting](#) held on 3rd February 2026, and to note or approve any recommendations or decisions as required.

- i. T25/77 Community Office alarm system. The quote for a new alarm panel was approved. To consider the town council budget for the current year to fund the new alarm panel.

There is insufficient availability in the security budget to meet the full cost – currently there is only £170. The clerk proposed to pay the remainder of the cost from the Software budget within Council Administration.

It was RESOLVED [6-0-0] to meet this cost by £170 from the Security budget, and the remainder to be taken from the Council Administration Software budget, as recommended by the town clerk.

- ii. T25/78 Station Road Car Park pot holes. To agree the repairs for Station Road Car Park to be funded from the Station Road Car Park sinking fund.

The maintenance required to repair the potholes in the surface of Station Road car park is within the anticipated maintenance required every three to four years after the major works in that took place in autumn 2022.

It was RESOLVED [6-0-0] to fund the repairs from the Station Road Car Park Sinking Fund.

- c. Planning and Consultation Response Committee.- to receive [the minutes of the meeting](#) held on 3rd February 2026 (if available).

Noted.

- d. Strategic Planning Committee. To receive the minutes of the meeting held on 10th February 2026 (if available).

Noted.

- e. Climate and Ecological Emergency Working Group –To receive an update from the meeting held on 6th January.

The next meeting is scheduled on Monday 9th March at the Community Hall.

- f. BruBowl Working Group – to receive an update from the working group, meeting held on 26th January 2026.

- i. To add a member of the public to the working group.

It was proposed by the working group to add another member of the public, a Mr Mark Hanlon.

It was proposed and RESOLVED [6-0-0] to add Mr Mark Hanlon to the BruBowl Working Group.

25/137: Annual Town Forum.

To set a date for the Annual Town Forum for 2026.

The town clerk proposed a date of Tuesday 12th May, at 7.30pm.

It was RESOLVED [6-0-0] to have the meeting on 12th May and a start time (tbc) of 7.30pm.

25/138: Station Road Car Park Rent.

The rent review for 2026/27 has been received. To note that it has been received and is correct.

Noted.

25/139: Consider entering the competition for UK Town Culture 2028.

Cllr Anderton overviewed recent meetings with members of the community about the application for UK Town Culture 2028.

The Scheme was recently announced by the Government, with a fund for promoting arts and culture. The top prize is £3million, other prizes of £250k and a grant of £60k if your application is shortlisted. The deadline for expressions of interest is end of March 2026.

Bruton is a town very strong with visual arts but not as strong with performing arts. Putting an application together could create a cohesive approach for arts as a whole in the town, and surrounding area, to co-ordinate arts based activities.

The form is quite straightforward. Cllr Anderton has had a preliminary conversation with the Church and Bruton Festival of Arts, who are both keen to be involved. Cllr Anderton has also spoken with councillors at Pitcombe PC, regarding the inclusion of other locations that are outside of the immediate Bruton Parish boundary.

Councillors agreed that an expression of interest should be prepared, and focus on what exists rather than an aspirational situation. If the expression of interest was successful, a contractor could be considered to write the bid. It was also agreed that the practicalities of getting all organisations involved with such a close deadline is somewhat challenging. Cllr Anderton will lead on collating the information, and Cllr Jones will support.

It was RESOLVED [6-0-0] to support submitting an expression of interest to apply for the Uk Town for Culture 2028.

25/140: Abbey Ponds:

- a. To receive an [update about Abbey Ponds](#) as circulated and published by the clerk, and to consider any additional steps if required.

Noted.

- b. To discuss the installation of the stone signage. To consider the quote received for the foundation pads and to install the stones.

The installation of foundation pads for the stone signage was discussed. The contractor submitting the quote for consideration will install the foundation pads and also oversee the installation of the stone signage when it is delivered. There is some remaining work to be done on position 1 (nearest the lower gateway to Abbey Ponds), but this is with Somerset Council Streetworks currently, and officers are waiting for a response.

It was RESOLVED [5-0-1] to approve the quote as circulated for the installation of the foundation pads and subsequent installation of the stone signage.

25/141: Grant applications.

Grant applications received recently for consideration.

- a. Crimestoppers.
- b. Dorset and Somerset Air Ambulance.

These two grant applications have been received outside the Community Grant window which is September to November annually. The clerk is to respond to both applicants to suggest applying later this year, but to also inform that there is fund raising taking place in the community.

25/142: Bank Reconciliation.

- a. To approve the bank reconciliation for the current and deposit accounts and credit card for the [period 1st to 31st January 2026](#).

It was RESOLVED [6-0-0] to approve the bank reconciliations for 1st to 31st January 2026 as presented.

25/143: spend to budget to the end of January 2026.

To note the spend to budget to the end of January 2026. Finance information can be found on the [Bruton Town Council website, Finance](#) pages.

Noted.

Cllr Jones declared an interest in the next agenda item and left the meeting at 8.26pm.

25/144: Accounts for Payment.

- a. To approve [the payments for February 2026](#).

It was RESOLVED [5-0-0] to approve the payments for February 2026 as presented.

- b. To note that funds totalling £15,000 have been transferred from the CCLA account to the town council current account to cover February payments.

Noted.

Town Council Meeting 24th February 2026

Cllr Jones returned to the meeting at 8.27pm.

25/145: Date of the next meeting of the Full Council: The next full council meeting is Tuesday 31st March 2026, 7.30pm at the Community Hall. Agenda items to the clerk by 20th March 2026.

25/146: 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 25/147 is Staff in Confidence.

It was RESOLVED [6-0-0] to exclude the press and public present from the meeting to discuss agenda item 25/147, on the grounds that it is Staff in Confidence.

The meeting closed at 8.27pm, the member of the public present left the meeting and the meeting reopened: 8.27pm.

25/147: Staffing.

- a. Additional hours. The town council has agreed within the budget for 2026/27 capacity for an additional 8 hours per week, for the Assistant Clerk. To agree those hours to take effect from 1st April 2026.

To agree that the Assistant Clerk working hours are to increase from 20 to 28 with effect from 1st April 2026 over four days, and to agree that one day a week can be working remotely from home.

It was RESOLVED [6-0-0] to agree that the Assistant Clerk work pattern can increase from 20 to 28 hours per week with effect from 1st April 2026, over four days, and that one of those days can be working remotely from home.

- b. Holding over annual leave. Officer to hold over any remaining annual leave up to one week (to be taken before the end of June) to the next financial year.

It was RESOLVED [6-0-0] that any remaining annual leave up to one week can be held over into the next financial year, but to be taken before the end of June 2026.

Meeting closed at 8.30pm.

END OF MINUTES