

## **Minutes of the Town Committee meeting held at Bruton Community Hall on Tuesday 24<sup>th</sup> March 2026 at 7.30pm.**

**Councillors present:** Coulter, Baker, Dunn, Anderton, Crawford, Fradley

**In the Chair:** Cllr Coulter.

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

**Members of the Public: 0**

**Public session not required.**

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

### **Minutes**

**T25/83: Apologies for absence (LGA 1972 s85 (1)).**

To receive and approve any apologies of absence.

Apologies have been received from Cllr Jones who will be late to the meeting this evening, no others have been received.

**T25/84: 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).

Cllr Dunn declared an interest in item 25/95 as the new organiser of Packhorse Fair, and would like to give a brief outline of this before leaving the room when we get to that item.

**T25/85: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).**

To approve the minutes of the meeting dated [3<sup>rd</sup> February 2026](#) as a true and accurate record of that meeting.

**It was RESOLVED [for-against-abstain] [6-0-0] to accept the minutes as a true and accurate record of the meeting dated 3<sup>rd</sup> February 2026.**

The Chair signed the minutes.

**T25/86: 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 report was noted by all. The ATC gave some further updates since publishing the report:

- Damaged wall at Bishton Green; the pathway has been patch repaired by the team from Somerset Council, the outcome of the deterioration of the wall is awaited from Somerset Council who have been fully informed.
- The request from Bruton Scouts is to be considered at Full Council.

**T25/87: To consider the following quotes:**

**1. 5 bleed kits to be placed with each defibrillator around the town.**

It has been established that in fact there is already a bleed kit at the phone box defibrillator.

Cllr Baker may have managed to secure purchasing another defibrillator and requested adding this to the next agenda to consider where best to position it. It was proposed to purchase 4 bleed kits to join the 3 current Defibrillators without, with the additional kit to be sited at the Community Office.

**It was RESOLVED [6-0-0] to recommend purchasing a total of 4 bleed kits to full council.**

**2. Digital Screen for front of Community Office**

**It was RESOLVED [5-1-0] to approve the quote from ZEN and recommend the purchase of the digital screen to Full Council if budget can be determined.**

**3. Abbey Ponds Grounds Maintenance Contract.**

A total of 3 quotes have been received and reviewed.

The 3<sup>rd</sup> quote in the list was selected by all. The ATC was asked to double check this quote with the contractor to check the schedule has been fully understood.

**It was RESOLVED [6-0-0] to approve and recommend the 3<sup>rd</sup> quote in the list at £1840 plus VAT, provided it is confirmed accurate and in line with the specification with the contractor.**

Since this meeting the ATC has double checked and confirmed the quote is in line with the agreed schedule.

#### **4. Jubilee Park larger capacity bins.**

4 different styles of larger capacity bins have been reviewed, with cllrs favouring the more traditional style.

The positioning and replacements were proposed as follows:-

- Replace the single bin at the top car park.
- Replace the single bin in the play area.
- Replace the single bin nearest the youth shelter
- Remove the single bin near the skate park, as there is no need for a bin each side of the MUGA and the capacity will be replaced with the new double bin the other side.
- Remove the single bin by the gateway entrance nearest the railway bridge.

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**It was RESOLVED [6-0-0] to purchase 3 larger capacity bins as replacement of 3 single capacity bins and remove 2 bins.**

**At 7:57pm Cllr Jones arrived to the meeting.**

**T25/88: To discuss abandoned motorhome at Cuckoo Hill Cemetery/Allotments parking area and decide next actions.**

Since this agenda has been published the owner of the vehicle has been in touch, and clarified this is a temporary position due to the vehicle breaking down. The owner agreed to remove it as soon as possible.

**T25/89: To discuss/consider Street Furniture installation at Library Junction pavement.**

1. To consider all options of Street Furniture at Library Junction, including new suggestion of a bicycle rack.

This position has been selected as most suitable for a bicycle rack by the Climate and Ecological Emergency Working Group, due to its close proximity to the High Street for users.

The ATC will investigate options for the recommended Sheffield Hoops, including options for these to include a planter, and will bring quotes back to the next meeting.

2. Cllr Jones to provide feedback from Hummingbird School.

Cllr Jones will combine this request with a separate item currently in discussion with Hummingbirds school, and will return to the next meeting for discussion.

**T25/90: To consider Picnic bench installation at Jubilee Park and discuss next actions.**

The original position discussed for this picnic bench was at Packhorse Bridge area, however, as this was met with opposition from residents and did not happen, it is proposed to purchase a picnic bench to be installed at the copse area of the Jubilee Park, near the top car park.

Although the position for a picnic bench at Packhorse Bridge area remains a future desire, a picnic bench at the Jubilee Park would be welcomed as there are currently no picnic benches there.

This will be a standard picnic bench with accessibility for wheelchair users.

It was proposed that an additional picnic bench could be considered within the 2027/28 budget with locations to be discussed at that time. If in the meantime there are any further memorial bench requests, a picnic bench could be considered.

**It was RESOLVED [4-3-0] to install a picnic bench at Jubilee Park.**

**T25/91: To consider replacement tree at Church Bridge and discuss next actions.**

**It was RESOLVED [6-0-0] for the timeline and replacement tree to be delegated to the Chair and ATC, who will collaborate with the tree warden and the Bruton Agricultural society.**

**T25/92: Traffic Calming and Safety concerns in Bruton.**

To discuss email received from a member of the community and to consider next actions.

The Chair will work with the ATC to respond, thanking the resident for their interest and feedback, and invite them to become actively involved in setting up a

community speed watch and to assist with the data analysis of the Speed Indicator Device.

Bruton's topography and medieval town plan will always have difficulty accommodating the size, speed and volume of traffic on a modern trunk road, however, Bruton Town Council continue to prioritise the safety and interests of pedestrians and cyclists over motorised vehicles within its levels of power.

A mirror positioned at the blind corner of Quaperlake St and Patwell St has been considered previously and rejected by Somerset Highways.

The ATC will approach SASP regarding the 'School Streets Project' and request the feedback/outcome from this. It is noted that the signage used for the project is all still in place.

The ATC will ensure contact is made with The Chapel to highlight the new road markings at Mill Lane/Lower Backway, as this should now enable the bin collection vehicle to access the back of The Chapel. This will improve the pavement capacity at Patwell St.

### **T25/93: Remembrance parade road closure.**

To discuss outcome of meeting with Bradsons (road closure management) and King's school.

Cllr Dunn has offered to complete Chapter 8 training for this and future events, which she will explore.

The following confirmations were agreed:

- Bruton Town Council is the named organiser of the Remembrance Day Parade.
- The Parade must form up on the road.
- Bruton Town Council do not have availability for a qualified CSAS traffic marshal at point 3.
- King's School have confirmed there will be an expected 50 students and staff who will begin to form up on Plox at 10:15am.

Cllrs do not wish to locate a CSAS Marshall at point 6 (St Catherine's Hill), as this is considered un-necessary, residents using this route will be aware of the event.

The ATC will return to Bradson's with the above feedback. A quote for the road closure management will be returned to the next meeting.

### **T25/94: To discuss use of the MUGA.**

To consider options for lighting in the darker months for after school use.

This is a community asset for use free of charge, and some members of the community have requested hiring facility as well as access to the lighting.

When the MUGA was first installed there was facility to hire, free of charge, with donations towards power supply should they wish to use the lighting. A board was visible onsite to reveal planned bookings, and a booking form available.

The timing switch for the floodlights no longer works effectively, and therefore the lights need to be switched on manually. Access has been provided for those that use it regularly.

ATC to return this item to the next agenda to look at costs of replacing the lighting with energy efficient lights and a timer. Also, to investigate the possibility of a booking form and policy for hire of the MUGA.

**T25/95: To receive/discuss enquiries regarding Packhorse Fair 2026.**

1. To consider granting permission to use Station Road car park and the Stepping Stones area for this event.

Cllr Dunn, as the new lead organiser for this event, gave a summary of the accounts and the plans for the Packhorse Fair event, and confirmed the grant and permission requirements before leaving the room.

**Cllr Dunn left at 21:02pm**

**It was RESOLVED [6-0-0] to permit use of Station Road car park and Packhorse bridge/bishton green area.**

2. To consider supporting with application and funding of the road closure at Mill Lane and Lower Backway:
  - a. To review/consider the process and cost of a road closure application.
  - b. To review/consider the process and quotes for the road closure management.

The road closure application for this and next year's event is available as one single application costing £697.

**It was RESOLVED [6-0-0] to approve funding the road closure for this and next year's Packhorse Fair event, using earmarked reserves.**

- c. To consider officers organising waste collection following the event (as organised for the Christmas shopping event).

The ATC will organise the rubbish collection following the event.

**T25/96: To consider request for a temporary mobile substation to be positioned in Station Road car park.**

Contact has been made with the contractor since publishing this agenda and this work has now been postponed but is expected at a later date. The site proposed for the generator during these works is outside of the council's area of responsibility, and future requests will need to be directed to the landowner. As this work involves electricity supply to the community, there is no need to bring to a meeting other than for information only.

**T25/97: To receive working group notes and to consider any recommendations and actions:**

- a. Climate and Ecological Emergency Working Group meeting on 9<sup>th</sup> March:  
To receive recommendations for upgraded bicycle rack.

The recommendations have been reviewed and agreed for quotes to be brought back to the next meeting.

- b. Abbey Ponds Working Group meeting on 12<sup>th</sup> January 2026.

The next Abbey Ponds working group meeting notes will be available at the next Town Committee meeting for review.

**T25/99: To consider the Town Ranger DRAFT Specification and Contract.**

Cllrs all agreed that 10 hours is a good starting point, with a 1-year initial contract. The hourly rate should be assessed based on Good Company town ranger rates of pay as well as other council Town Rangers in the area.

**It was RESOLVED [6-0-0] to recommend this Draft specification and contract to full council once the rate of pay has been determined.**

**T25/100: Town Committee Budget.**

To note Spend to Budget for 2025/26.

Noted.

**T25/101: Date of next meeting 19<sup>th</sup> May 2026.**

The next meeting is on 19<sup>th</sup> May 2026. Agenda items to the Assistant Clerk by 8<sup>th</sup> May 2026.

Noted.

**MEETING ENDED AT 9:12pm  
END OF MINUTES**