

To all members of the Town Council

You are SUMMONED to attend the ANNUAL MEETING of the TOWN COUNCIL on Tuesday 26 May 2026 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
19 May 2025.**

AGENDA

26/01: Election of Chair and Town Mayor for the year 2026/27.

To nominate and elect a councillor to the office of Chair and Town Mayor. The newly elected Chair will sign a Declaration of Acceptance of Office.

26/02: Election of Vice Chair and Deputy Town Mayor for the year 2026/27.

To nominate and elect a councillor to the office of Vice Chair and Deputy Town Mayor.

26/03: Apologies for Absence (LGA 1972 s85(1)).

26/04: 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

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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).

26/05: 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 28 April 2026.

26/06: Reports from Somerset Councillors:

- a. Lucy Trimmell
- b. Tom Power.

26/07: Reports - to receive reports from:

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

26/08: Request for Support from Quicksilver Community Group.

A request from Quicksilver Community Group has been received, for the Town Council to consider representations toSFT and ICB against the plans to close the Hyper Acute Stroke Unit at Yeovil District Hospital. To discuss and to decide upon any action.

26/09: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

- a. Planning & Consultation Committee – [to receive the minutes](#) from the meeting held on 30 April 2025 if available, and to note or approve any recommendations and decisions as required.
- b. Town Committee – [to receive the minutes](#) from the meeting held on 19 May 2025 (if available) and to note or approve any recommendations and decisions as required.
- c. Climate and Ecological Emergency Working Group – to receive [an update](#) from the last meeting (11 May 2026).
- d. BruBowl Working Group – to receive an update from the last meeting.

26/10: Strategic Planning. To receive updates and consider the next steps for the following:

- a. County Fields.

26/11: To review Bruton Town Council Committee and Working Group Terms of Reference.

To review the Terms of Reference for committees and working groups and adopt any recommendations.

26/12: To appoint Councillors to Committees, Working Groups and as representatives to outside bodies.

The list of current committee and working group members and representatives to outside bodies has been circulated for consideration.

- a. To appoint councillors to committees and as representatives to outside bodies.
- b. To appoint councillors (and members of the public as appropriate) to working groups.

26/013: To confirm the proposed meeting schedule for the next 12 months.

A proposed schedule of meetings (Full Council and Committees) for the next 12 months, as circulated.

26/014: To review and agree Bruton Town Council Standing Orders.

To review the [current town council Standing Orders](#), as reviewed by Finance and Resources on 14 April 2026.

26/015: To review and agree Bruton Town Council Financial Regulations.

To review and agree the [current Financial Regulations](#), as reviewed by Finance and Resources on 14 April 2026.

26/016: To review and agree Bruton Town Council's Code of Conduct.

Bruton Town Council subscribe to the [Somerset Code of Conduct](#). To review this, agree to any changes recommended, and adopt.

26/017: To review and agree Bruton Town Council Complaints Procedure.

To review the [current Complaints Procedure](#), agree to any changes recommended, and adopt.

26/018: To review and agree the Bruton Town Council Publication Scheme.

To review the current [Publication Scheme](#) (available on the Town Council website) and agree any changes if required.

26/019: Bruton Town Council Insurance renewal.

To review and agree the Town Council insurance which is due to renew on 1 June 2024.

26/020: Clerk's Report.

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

26/021: To receive the Internal Audit report

To receive the internal auditor's report following a visit on 14th May 2026, and to note any recommendations within.

26/022: Annual Governance and Accountability Return

To agree the Annual Governance and Accountability Return (AGAR) for 2025/26.

- a. To agree section 1 (page 4) of the AGAR- Annual Governance Statement 2025/26.
- b. To agree section 2 (page 5) of the AGAR – Accounting Statements 2025/26.
- c. To note details of variances information for 2025/26, and any other supporting paperwork to be submitted to the external auditor with the AGAR 2025/26.
- d. To confirm the dates for the Exercise of Public Rights and Publication of Unaudited Accounts – 3 June 2026 to 14 July (inclusive).

26/023: Bank Reconciliations.

- a. To approve the [bank reconciliations](#) for the current and deposit accounts and credit card for the period 1 April 2026 to 30 April 2026.
- b. To note that Cllr Fradley attended the Community Office on 5 May 2026 to sign the bank reconciliation for the period 1 March to 31 March 2026.

26/024: Accounts for Payment.

- a. To approve [payments for May 2026](#).
- b. To note that a transfer of £25,000 from the CCLA account has been made to the town council current account to cover May payments.

26/025: Bank Signatories.

- a. To review the current signatories on bank accounts (Unity Trust and CCLA). To decide whether to add or remove any signatories.

26/026: Date of the next meeting of the Full Council: The next full council meeting is Tuesday 30 June 2026, 7.30pm at the Community Hall.

Agenda items to the clerk by 19 June 2026.

END OF AGENDA