

Minutes of the TOWN COUNCIL on Tuesday 28 April 2026 at 7.30pm held in the Community Hall.

Councillors present: Cllrs K Anderton, S Anderton, Bateman, Coulter, Crawford, Dunn, Fradley, Hood, Jones, Taylor.

In the Chair: Cllr Hood (Vice Chair).

Officers present: Town Clerk.

Somerset Councillors present: Cllr Trimnell and Cllr Power.

Members of the public: 0.

Public session not required.

Meeting started at: 7.30pm.

MINUTES

25/171: Apologies for Absence (LGA 1972 s85(1)).

Apologies were received from Cllrs Baker and Wright.

It was RESOLVED [10-0-0] [for-against-abstain] to receive and approve the apologies and the reasons given.

25/172: 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).

Cllr Jones declared a pecuniary interest in agenda item 25/183a, payments.

25/173: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To receive, approve and sign [the minutes of the last Town Council meeting](#) held on 31st March 2026.

Town Council Meeting 28th April 2026

To receive, approve and sign the minutes of the [Extra Ordinary Town Council meeting](#) held on 7th April 2026.

It was RESOLVED [10-0-0] to approve the minutes of the town council meeting held on 31st March 2026 as a true and accurate record of the meeting.

It was RESOLVED [9-0-1] to approve the minutes of the Extra Ordinary town council meeting held on 31st March 2026 as a true and accurate record of the meeting.

Cllr Hood signed both sets of minutes.

25/174: Reports from Somerset Councillors:

a. Lucy Trinnell.

- Cllr Trinnell commented that things have been much quieter post budget, with plans and post budget strategies. Cllr Trinnell is a member of a council tax task and finish group to support those residents claiming universal credit who will now need to pay council tax.
- Highways are unresponsive to emails generally. The Local Community Network (LCN) link officer has contacted Cllr Trinnell recently to provide updates.
- Cllr Trinnell has reported the collapsing wall at the Lovers Lane footpath. Previous repairs undertaken 5 to 10 years ago, seemed more straightforward. Somerset Council are establishing ownership of the wall which is key to progressing any repairs.

b. Tom Power.

- Cllr Power is reporting major potholes (in particular on Dropping Lane), but aside from this, nothing to add to the regular monthly report previously circulated.

Cllr Fradley asked about Somerset Council Crisis and Resilience fund; is it open for individuals to apply and do general public know about it? Cllr Trinnell thinks that access to the fund is by agency referral only. Locally, the Balsam Centre will be aware of the existence of the fund. Citizens Advice Somerset is represented at the Balsam Centre.

25/175: Reports - to receive reports from:

- a. Members representing the Council on outside bodies.

Cllr Jones mentioned that there is a Police and Crime Commissioner meeting on 22nd May.

- b. Town Councillors.

Cllr Coulter reminded councillors about the Annual Town Forum taking place on 12th May.

Cllr Jones mentioned the following :

- On 9th April there was a positive occasion of youth outreach working really well. A local business, providing a safe space for young people to do homework, was not being respected and had to be closed to all. The youth worker was in Bruton that day and attended the venue with his colleague, to offer advice and discuss how this situation could be improved.
- Attended Abbey Ponds when the final foundation pad (for the stone signage) was being installed, to meet the contractor.
- Attended the At Brue flood meeting recently.
- Attended the Community Working Review, looking at how Somerset Council engage with the wider public. There are some excellent recommendations that are about to go through the democratic process at Somerset Council.
- Attended a Climate event, hosted by Somerset Council that was very positive. Guidance was provided by Bristol University and the Met Office.

Cllr Crawford confirmed that Cllr Dunn is secretary of the Museum Committee.

Cllr Anderton provided some feedback about the recent Bruton School for Girls (BSG) survey led by Jonathan Duffy, Pitcombe Parish Council. There is a new board of trustees appointed for the BSG trust which is now starting to delink from the BSG charity. Cllr Jones added he has circulated two emails providing a summary of the survey responses which has also been sent to who responded to the survey and those who have shown an interest in shaping the future of the BSG site.

Cllr Hood commented that there is a screening of the National Emergency Briefing film on 29th April at the Chapel (the film is about climate and other resources crisis).

Cllr Hood also reported that Good Company have organised Bruton Boost which is due to take place from 11th to 17th May. There are 40 planned activities, with further details available on the Good Company website.

- c. Chair.
None.

25/176: 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.

Noted.

25/177: 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 14th April 2026. To note and approve any recommendations or decisions as required.
 - i. To agree the Risk Management Policy, and note that the Risk Register was reviewed.
Cllr Hood highlighted the additional entry onto the Risk Register, regarding the Town Council premises.

It was RESOLVED [10-0-0] to agree the Risk Management Policy, and to note the Risk Register as circulated.

- ii. To agree the recommended transfers into Earmarked Reserves for 2025/2026 year end. To agree to transfer all Earmarked Reserves in the budget, at the start of the financial year to which the budget applies.

It was RESOLVED [10-0-0] to agree the transfers into Earmarked Reserves for the year end 2025/26.

It was RESOLVED [10-0-0] to transfer all Earmarked Reserves agreed in the budget, at the start of the financial year to which the budget applies.

- iii. To note that annual subscriptions, and regular direct debit payments were reviewed and agreed.

Noted.

- b. Climate and Ecological Emergency Working Group –To receive any updates.
 - i. To note the first annual review of the One Planet Action Plan (OPAP) for Bruton.

The reviewed plan had been circulated, and was duly noted.

- c. BruBowl Working Group – to receive an update from the working group, meeting held on 27th April 2026.

The clerk provided a brief oral update of the meeting held on 27th April, overviewing the fundraising opportunities to be followed up. The monthly working group meetings are keeping the momentum going.

25/178: Strategic Planning. To receive updates and consider the next steps for the following:

- a. County fields.

The Town Clerk will be working with Cllrs Anderton and Hood to consider the quotes received for solicitors to manage the lease for County Fields, with a view to making a recommendation to full council once the Heads of Terms of the lease is received from Somerset Council. Councillors discussed which committee or full council will lead on County Fields once the lease is progressed.

- b. Town Plan.

Some discussion about where the Town Plan should sit, possibly Town Committee or Finance and Resources Committee. The Town Plan is to remain as a standing item on Full Council for the time being. Once there is any progress with the plan, a decision can be made regarding where the Town Plan Working Group reports to.

- c. Planning Policy.

There is an outdated planning policy on the town council website which is no longer relevant. The OPAP has eight or ten items that refer to the Town Plan process, and also the Planning Policy. There are two parts to updating the Planning Policy; , the outcomes (from the Town Plan) of what residents would like, and the Planning Policy that results from that.

A Planning Policy is a set of guidelines detailing how the town council approaches planning applications presented for consultation; to shape where the town council stands.

Councillors discussed whether there should be an interim document until the Town Plan is progressed further. Elements of the existing Planning Policy, along with the elements in the OPAP and the existing Town Plan can be collated into an interim policy document. Cllr Hood will lead this.

25/179: Engine Shed.

Following the PEA (ecological) survey on 27th March, the surveyor remarked informally that a full BERS (bat movement) survey is recommended, and a survey of riverine ecology too. While the Council awaits the PEA report and formal recommendations it would be prudent to make provision of £4k. for any further surveys that are required, because availability is limited and there are seasonal constraints.

It was RESOLVED [10-0-0] to submit the application for Listed Building Consent without any further surveys at this time.

It was RESOLVED [10-0-0] to agree that subject to a cost ceiling of £4000 if further surveys are required, officers can go ahead and instruct as necessary.

25/180: Bleed Kits:

Last month Full Council approved the purchase of four bleed kits, and to allocate the spend to the defibrillator budget. The cost for the kits was quoted incorrectly by the clerk. To consider the purchase of four bleed kits at the revised cost, and to consider the budget allocation to meet the cost.

After some discussion, It was suggested to purchase three bleed kits for now, and overspend the defibrillator budget. A fourth will be required once a new defibrillator is installed at a location yet to be determined.

It was RESOLVED [10-0-0] to order three bleed kits to be installed at the three defibrillator locations currently without them. It was also agreed to overspend the defibrillator budget to fund the bleed kits.

25/181: Internal Auditor Appointment.

To formally appoint Paul Russell, from Parish & Town Audit Services (contractor A) to be the Internal Auditor for three years (2026/27, 2027/28, 2028/29). A report has been circulated detailing the experience and independence of the contractors who submitted a quote for consideration.

It was RESOLVED [10-0-0] to appoint Paul Russell (Parish & Town Audit Services) as the Bruton Town Council Internal auditor for a three year period as stated above.

25/182: Bank Reconciliation.

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

It was RESOLVED [10-0-0] to approve the bank reconciliation for the period 1st to 31st March 2026.

Cllr Jones left the meeting 8.24pm.

25/183: Accounts for Payment.

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

It was RESOLVED [9-0-0] to approve the payments for April 2026 as published.

Cllr Jones returned to the meeting. 8.28pm.

- b. To note that funds totalling £125,000 have been transferred into the CCLA account from the town council current account, as the six months precept has been received.

Noted.

25/184: Date of the next meeting of the Full Council: The Annual Town Council meeting is Tuesday 26th May, 7.30pm at the Community Hall. Agenda items to the clerk by 15th May 2026.

Meeting closed: 8.30pm.

END OF MINUTES