

**Minutes of the Town Committee meeting held at
Bruton Community Hall on Tuesday 22nd
September 2026 at 7.30pm.**

Councillors present: Cllrs, Dunn, Fradley, Crawford, Coulter and Taylor

In the Chair: Cllr Dunn

Officers in attendance: Assistant Town Clerk (ATC).

Members of the Public: 1

Public session: Member of public is here regarding item T26/52, which will be brought forward with opportunity for him to speak during the discussion.

Meeting started at 7:30pm.

Minutes:

T26/43: Apologies for absence (LGA 1972 s85 (1)).

To receive and approve any apologies of absence.

Apologies received from Cllrs Anderton, Jones and Bateman.

It was RESOLVED [for-against-abstain] [5-0-0-] to approve the apologies and the reasons given.

T26/44: 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.

T26/45: Minutes of the previous meeting (LGA 1972 sch 12 para 41 (1)).

To approve the minutes of the meeting dated [21st July 2026](#) as a true and accurate record of that meeting.

Item T26/38 – This should be Burrowfield Close, not Square, to be amended.

It was RESOLVED [5-0-0] to approve the minutes of the meeting dated 21st July 2026 (with the amendment to item T26/38) as a true and accurate record of that meeting.

The Chair amended and signed the minutes.

Item T26/52 was brought forwards to accommodate the Member of public – First Aid trainer from South Western Ambulance Service NHS Foundation Trust (SWAST) following the recent sessions organised by Good Company CIC.

T26/52; To note clerk's report and receive request from Good Company CIC to remove locked access to defibrillators.

Member of public attendee from SWAST provided a summary of the clinical reasons and some statistical information promoting unlocked defibrillator cabinets.

The clerk's report was noted by all.

The current consensus position of NHS England, Resuscitation Council UK, British Heart Foundation, St John Ambulance and the Association of Ambulance Chief Executives is that public access defibrillators should be placed in unlocked cabinets, while continuing to encourage an immediate 999 call and early CPR.

A few concerns were raised by cllrs:

- Are the defibrillators insured, and if so, what are the insurers requirements?
The clerk will check this detail.
- Although the risk of potential tampering is considered low by professionals, this does remain a concern. If, in an emergency, the defibrillator is not fit for use, this could cause a bigger delay to the patient.

Cllrs agreed it would be best practice to follow professional guidance, however, would like this to be considered at full council.

It was RESOLVED [5-0-0] to take this item for full consideration at full council.

Member of public left at 7:42pm

T26/46: 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 clerk summarised the report, which was noted by all.

T26/47: 'Connecting Abbey Ponds' project. To receive an update on the project and note additional invoices received:

1. Following the breakage of one of the stone signs delivered, negotiations between the designer and quarry have resulted in the agreement of a replacement stone for the roadside position. This is currently in the process of production with a view to delivery as soon as possible.

Noted by all.

2. The final invoice for the quarry will be settled upon successful delivery of the replacement stone.

Noted by all.

3. There are 2 additional invoices to note in respect of the extra time/work from the designer which involved unexpected extra time and visits to the quarry (in Forest of Dean).

Noted and approved by all.

4. As the grant funding from GWR has been spent, to consider finalising the project end with them, ahead of the above outstanding stone installation.

It was approved to complete the GWR end of project report ahead of the final stone installation, provided GWR consent to this.

T26/48: To receive working group notes and to consider any recommendations and actions:

1. Abbey Ponds Working Group meeting on 13th July 2026.

Noted by all.

T26/49: Cuckoo Hill & Durslade Allotments:

1. To note inspection report (if available) and consider any recommendations or actions.

Noted by all.

T26/50: Town Ranger; to consider list of jobs suggested:

1. Wooden bench with metal frame at Patwell Pump – Town Ranger to repair/repaint.

Cllrs are happy for officers to guide the Town Ranger's tasks, this particular job included.

This will become a regular Town Committee agenda item for Cllrs to review how this role is progressing and provide an opportunity for the clerk to seek approval as appropriate.

2. Railings along Station Road – Town Ranger to clear/repaint.

All agreed this would be a welcomed improvement to this area and approved this job for the Town Ranger.

3. Sycamores growing out of riverside wall from Engine Shed/Community Hall and Hummingbirds – Noted by, but not for Town Ranger - Liaison with Hummingbirds and Community Hall to consider seeking a quote with an appropriate contractor for this.

The clerk will liaise with the Community Hall and Hummingbirds School in order to proceed with arranging a quote for this (as in previous years). It is considered that this may become a regular annual task.

A few other areas were suggested for the Town Ranger's focus:

- Catherine's hill could benefit from a visit by the Town Ranger to weed and tidy up the area.
- Lovers Walk as there is a lot of overgrowth into the pathway.

T26/51: To receive request from museum regarding publicity window decal.

It was RESOLVED [5-0-0] to support this publicity window decal for 2 weeks display.

T26/52: To note clerk's report and receive request from Good Company CIC to remove locked access to defibrillators.

This item was discussed at the beginning of the meeting to accommodate the attending member of public.

T26/53: To receive the BERS survey report, note recommendations and consider next steps.

The executive summary final paragraph states:

'The surveys undertaken to date have indicated that there is a sufficiently low risk of bat roosts being present on site, and works can proceed without any further survey or licence requirements',

Noted by all.

T26/54: Damage to Patwell Pump. To consider next steps for repair.

A temporary measure to prevent water ingress has been instructed.

The clerk reports that the grounds maintenance contractor has assessed today and a report is awaited. It was agreed to continue with a temporary fix by contractor if possible (if not the same tile, then like for like).

T26/55: Cuckoo Hill Cemetery.

To reconsider request for a memorial bench at Cuckoo Hill Cemetery.

Although there are a lot of benches at the cemetery already, there is space for a further bench on this particular side, therefore cllrs agreed to approve this request. The clerk will need to check with contractors regarding space for hedge cutting, to allow this new bench to sit alongside the other benches in the row, at the back on this side.

It was RESOLVED [4-0-1] to approve the request for a memorial bench at Cuckoo Hill Cemetery.

T26/56: Cycle rack and planter options of installation.

1. To note permission from Somerset Highways for installation is still awaited. Noted by all.

2. To receive quote for installation works at Library Junction and discuss next actions.

It was RESOLVED [4-1-0] to approve the quotes for the installation of 2 cycle racks at Library Junction.

3. To consider quote for removal of old cycle rack and installation of 2 sheffield hoops at Crown Green and discuss next actions.

It was RESOLVED [5-0-0] to approve the quotes for removal of the current rack and replacement installation of 2 sheffield hoop cycle racks at Crown Green.

4. To receive feedback from Cllr Jones regarding management of planter installation at Library Junction.

In the absence of Cllr Jones, this item was deferred to the next meeting.

T26/57: MUGA floodlights upgrade - Update.

To note the following and decide next steps:

1. The token duration can be set to any length of time. The recommendation is 30 minutes per token, although if light pollution is a concern, 15 minutes may be a more suitable option.
 2. A timer can be installed to control the lights automatically, but it would need to be adjusted manually twice a year for clock change.
 3. An isolation switch can be installed to override settings and turn off the lights manually. This will however require manual switch for the next time that they are set to come on.
- Cllrs preferred the token meter in order to avoid the lights wasting energy unnecessarily in future.
 - The clerk reports that there are currently only 2 groups that need the lights; Robins Netball team/Bruton Football Club.
 - Within the DRAFT MUGA Hire form is a suggestion to make a donation towards energy costs when booking. This donation should be directed to the Jubilee Park Pavilion and Youth Club Trust (JPPYCT) as the account holders for the energy supply. This will need further exploration with the JPPYCT.
 - For block bookings a number of tokens could be provided in advance.
 - It would be appropriate to set a timer to override the tokens, to ensure the lights are not on past a certain time of night.
 - It would be helpful for a nominated cllr to be on-call to respond to any issues with the lights. Cllrs Fradley/Coulter suggested they would be happy to be nominated for this.
 - To establish the appropriate length of time per token, this could be guided by the groups using the MUGA.
 - The task of emptying the tokens could sit with the Town Ranger, as part of his play area inspection.

It was RESOLVED [5-0-0] to recommend the token meter upgrade to the MUGA floodlights to Finance & Resources committee for consideration in the MUGA for the 2027/28 budget.

T26/58; Screen Somerset – to receive request for support in encouraging more filming in Bruton.

The request came from the Screen Somerset Lead in Economic Development, skills and Climate at Somerset Council.

Cllrs agreed to continue supporting filming in Bruton on a case by case basis, with officers as the point of contact. Requests will need to be received by officers well in advance to be taken to the next appropriate council meeting for decision.

T26/59; To consider the installation of a bin at West End with a view to avoiding littering on Network Rail land.

It was considered that signage and a bin installation may only encourage further litter to the area as well as an increased cost to the community for emptying services.

As this is Network Rail Land and access is prohibited for litter pickers, the clerk will continue to press Network Rail.

It was also suggested to raise awareness of this problem in the community via the website/social media, and letters to local schools.

T26/60: To note the resignation of the volunteer Tree Warden and consider next steps.

It was suggested that the volunteer role is advertised in the community in the first instance via the website/social media.

T26/61: Town Committee Budget.

1. To consider 2027/28 budget.

The budget was noted and the following recommendations to Finance & Resources Committee were agreed for the 2027/28 budget:

- Abbey Ponds Grounds Maintenance increased in line with agreed contract - £1,840.00
- Gravestones/memorials – For Ear Marked Reserve – consideration for increase with a view towards raising the condition surveyor's suggested £28,500 (works recommended within 15 months)
- Community Office Admin – New office furniture to address Health & Safety/Compliance, estimated at £800, increasing budget line total of £1,000.
- Website Support - IT Support for Towns/Walks websites, estimated quote at £1,300 approved.
- NEW Scribe Allotments subscription, £1,000, in line with quote.
- Remembrance Day – Increase for road closure management (expected to increase next year).
- REMOVE: MUGA & Skate Park Electricity – Flood Lights (this now sits with the JPPYCT as the energy account holders).
- Defibrillator consumables – May need additional increase if a new defibrillator is purchased (planned funding to be sought by Cllr Baker).
- Play Area Equipment – Continue to build funds for repairs and potential replacement of play area equipment in future.
- Walls Maintenance – Ear Marked Reserve for works to begin to Jubilee Park and St Mary's Churchyard walls.

- Abbey Ponds Development – to consider potential funding for Countryside Stewardship.
- Engine Shed – For Ear Marked Reserve to build up funds for recommended works estimated at £22,500.
- Patwell Pump – For Ear Marked Reserve to continue to build up funds for recommended works estimated at £12,500.
- Somerset Asset Devolution – For consideration by Finance & Resources.
- Picnic Benches – Recommendation to consider 2 benches at the Stepping Stones area £5,000.
- NEW: Wayfinding Signage - £1500 recommendation for new fingerpost signage at the Church Bridge triangle (as discussed during the GWR project).
- NEW: Town Committee Operational Response Expenditure (title tbc) - £5,000, for items that do not require full council discussion.
- NEW: MUGA Floodlighting Upgrade - £9,000, quote for token meter energy efficient lighting upgrade approved.
- NEW: Library Junction Maintenance – Possible consideration if/when planter installed (remaining funds from installation).
- Maintenance - Station Road Car Park – to be considered at Finance & Resources committee for this year and next.
- Town Ranger – to raise in line with inflation (contract will be renewed in August 2027).

2. To note Spend to Budget.

Not available.

T26/62: Date of next meeting ~~22 September 2026~~.

The next meeting is on **10 November 2026**. Agenda items to the Assistant Clerk by 27 October 2026.

Meeting ended at 9:20PM

END OF MINUTES