Minutes of the MEETING of the TOWN COUNCIL on Tuesday 27 October 2026 at 7.30pm held in the Community Hall.

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

In the Chair: Cllr Coulter.

Officers present: Town Clerk.

Somerset Councillors: Both Cllrs Trimnell and Power sent apologies this evening.

Members of the Public: 0.

Public session not required.

Meeting started at: 7.30pm.

MINUTES

26/88: Apologies for Absence (LGA 1972 s85(1)).

None required.

26/89: 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 Coulter declared a non-pecuniary interest in agenda item 26/99 Bruton School for Girls.
- Cllr Hood declared a pecuniary interest in agenda items 26/94biv allotment fees, and 26/100 websites.
- Cllr Jones declared a non-pecuniary interest in agenda item 26/102 payments for October 2026.

26/90: 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 29 September 2026.

It was RESOLVED [13-0-0][for-against-abstain] to approve the minutes for the full council meeting on 29 September 2026 as a true and accurate record of that meeting.

Cllr Coulter signed the minutes.

26/91: Reports from Somerset Councillors:

a. Lucy Trimnell sent apologies.

b. Tom Power sent apologies.

A regular monthly report has been previously circulated to councillors.

26/92: Reports - to receive reports from**:**

a. Town Councillors, and those Members representing the Council on outside bodies.

- Councillor Fradley attended a ceremony for the Somerset Chair's Annual Community Awards, along with the organisation nominated by Bruton Town Council. The recipients were delighted to have been nominated to receive an award. More information should be available in the next issue of The Dove.
- Cllr Jones has received an email from a resident of Cole Road regarding speeding, which will be addressed at Town Committee. He also reports that Hummingbird School's plans have changed; they are intending to use an alternative field for outside space and would like to present further details to Town Committee. In his capacity of Co-Chair of the Local Community Network, Cllr Jones is attending the Youth Awards later this week.
- Cllr Hood reported that Good Company is starting up a coat exchange at St Mary's. This is a 'no questions asked' drop off and pick up coat exchange.

b. Chair. Cllr Coulter attended a scouts meeting recently which was very enjoyable. The scouts are keen to undertake an activity for the community, possibly a litter pick whilst wearing fancy dress. The scouts also asked for a suggestion box to be made available. Initial thoughts is that it is a portable suggestion box to include schools aimed at encouraging more young people to get involved. The scouts are also keen to be involved in BruBowl

26/93: Clerk's Report.

To receive a short report from the Town Clerk to update on ongoing matters.

The clerk overviewed the report for those present at the meeting. A short update was also provided:

- Contractor works at Abbey Ponds on Wednesday, which involved digging without the required permission. The clerk confirmed that a meeting had taken place with the Lead Inspector from Historic England and the Kings Estates Manager who had instructed the works. The Inspector confirmed that Scheduled Monument Consent is required for those works. A 'Stop

Notice' has been issued whilst the necessary consent is being pursued. Barriers have been erected around the excavated areas, and the next course of action is being considered.

- The footpath from Crown Green to Bishton Green has today been closed by Somerset Council, after the collapse of the river wall. Further updates are awaited and will be shared as and when received.

26/94: Minutes and Recommendations from Committees and from those Working Groups that report to the Full Council:

a. Planning and Consultation Response Committee – to receive the minutes from the meeting held on 7 October 2026 if available, and to note or approve any recommendations and decisions as required.

Cllr Fradley gave a short oral summary of the meeting.

b. Finance and Resources Committee to receive the minutes from the meeting held on 13 October 2026, if available, and to note or approve any recommendations and decisions as required.

Cllr Anderton gave a short oral summary of the meeting, detailing the following points to note or ratify.

i. Step into Bruton. There is a shortfall of approximately £153, to fund from the 'In Year Grant Fund' earmarked reserve.
ii. Note that the Risk Register was reviewed.
iii. Youth Contract. To note the report from the Town Clerk, and to recommend continuation of the Youth Contract for a further three years, making the necessary adjustments to the 2027/2028 budget.
iv. To agree the recommended increase in allotment fees: £30 for a full plot, £15 for a half plot and £7.50 for a raised bed, to take effect from February 2028 rental year. To note that the cemetery fees were reviewed with no increase.
v. To agree the Scheme of Delegation with the proposed addition to delegated authority, as reviewed.

It was RESOLVED [13-0-0] to agree and note the items as listed above apart from agenda item 26/94iv which was discussed separately.

Cllr Hood left the meeting at 7.46pm whilst agenda item 26/94iv was discussed (allotment fees).

It was RESOLVED [12-0-0]that the allotment fees are increased as above and that the cemetery fees remain unchanged

Cllr Hood rejoined the meeting 7.47pm.

The clerk also reminded councillors about meeting with the Youth Provision Team Leader, and that this can be arranged if required. Alternatively, councillors are welcome to pop into the sessions taking place on a Thursday.

c. BruBowl Working Group – to receive an update from the last meeting (12 October 2026), and any other information, and consider agreement of any actions recommended.

- Fundraising continues to be really positive, and the total including pledges up to approximately £150,000.
- A grant funding application to Sport England should be submitted in the next week. This application, subject to approval, will match raised funds in a crowd funder over an 8 week period, up to £15000.
- A more detailed time line for the actions over the next 6 months should be available at the next working group meeting scheduled for 16 November.

Cllr Hood confirmed that Good Company has just forwarded a £9,500 donation received, with a further £2,000 due gift aid, in due course. Good Company already has a crowd funding account, and working group members could work with Good Company to utilise.

26/95: Strategic Planning. To receive updates and consider the next steps for the following:

a. County Fields.

i. To receive a short update regarding progression of the lease and managing the area.

The clerk confirmed that the solicitor has been contacted, and investigations are underway.

ii. To receive responses from Somerset Council (if any) regarding the Memorandum of Understanding which covers the phosphate mitigation in 'County Fields' bottom field, and consider any next actions.

Somerset Council acknowledged the correspondence and receipt of the Memorandum of Understanding, but there has been no further action or response to date. It appears that Somerset Council are unsure of the best way forward regarding the phosphate mitigation.

Cllr Coulter proposed that the County Fields Working Group scope could be widened to include all assets considered for devolution in the short term. It was proposed that the Terms of Refence can be amended to include this, and presented to full council for approval at the next council meeting. Cllr Coulter would also like to be added as a member of the working group.

It was RESOLVED [13-0-0] to widen the scope of the County Fields Working Group to be assets considered for devolution, and to add Cllr Coulter as a member.

b. Bruton Town Plan.

Cllr Jones spoke at length about the town plan. It is recommended that further engagement is made with Good Company to progress the plan. Cllr Jones to progress, ensuring that town council members who are on the Town Plan Working Group are included in any planned meetings.

26/96: Somerset Wildlife Trust Act to Adapt.

To consider the proposal received from Somerset Wildlife Trust regarding participation of the town council in the Act to Adapt initiative.

The following points were raised and discussed, in no particular order:

- Both Brewham and Pitcombe Parish Councils have been approached to establish if they wish to be involved in the Climate Action Plan (CAP).
- Somerset Wildlife Trust have provided clarification as to what is involved in developing a CAP, and the expectation of town council officer involvement.
- There is a One Planet Bruton Action Plan, is it worth doing this plan? Is it duplicating work?
- The CAP is good for publicity, and to raise the profile of this sort of action. A plan of this nature could be more eye catching and engaging with the community.
- Pitcombe Parish Council have agreed to be involved. Brewham Parish Council are meeting later in November and will consider being involved in the CAP.
- The CAP has also been mentioned to three other local parish councils: Shepton Montague, Lamyatt and Batcombe, which may be beneficial. One disadvantage is the wider the area, the more leg work required. Perhaps keeping the number of parties involved to a minimum would be advantageous.
- The plan summarises actions that could be taken in the community to prepare for the ongoing climate change. It would be a plan for our local area.
- The challenge would be targeting the community engagement.
- Cllr Jones encouraged councillors to formally ask the three other councils to be involved, as two of them are already taking some action in these areas.
- BruCREW are already working with Somerset Wildlife Trust about riparian responsibilities, it would be good to build on this work.

- Further discussions are required in the next Climate and Ecological Emergency Working Group meeting due to take place on 9th November.

It was RESOLVED [8-0-5] to agree to take part in the Act to Adapt programme.

26/97: Bruton Festival of Light.

To consider a grant application for supporting the Bruton Festival of Light, scheduled for February 2027.

Councillors supported this application, which would be funding expenditure up to £400. Councillors were very clear that this was an individual request that was considered aside from the current Community Grant guidance. If further funding is required for a subsequent event in 2028, the proper process for a grant application would need to be followed. The clerk is to convey this to the event organisers.

It was RESOLVED [13-0-0] to meet expenditure for the Festival of Light from the In Year Grant Funding earmarked reserve up to £400 in total.

26/98: Jubilee Park Pavilion and Youth Club Trust (JPPYCT).

To receive any update about the pavilion and the trust (if available), and to consider any next steps. To consider the addition of trustees, if applicable.

- The mandate to change signatories has finally been accepted by Nat West, who are now processing the request. Once this has been confirmed, the change of correspondence address can be initiated.
- There was a meeting of the Management Committee and Trustees on 12 October. Two new Committee members were elected, one of which was also appointed as treasurer. Once the bank signatories mandate has been actioned, the treasurer can also be added as a signatory.
- The clerk is now able to update the Charity Commission website, and correspondence is directed to the Community Office.
- The next meeting of trustees and the Management Committee is scheduled for Thursday 12 November.
- Cllr Baker confirmed that an insurance broker has been contacted and quotes are forthcoming. Committee members are meeting at the pavilion to discuss applying for grant funding to refurbish the kitchen area.

Cllr Coulter left the meeting at 8.15pm, and Cllr Anderton took over as Chair for the next agenda item.

26/99: Bruton School for Girls (BSG).

To receive any updates, and to consider any next steps, if required.

A letter congratulating Sunny Hill for Good for the successful submission of a bid for the BSG site was sent on 14 October.

Cllr Jones provided a short oral update:

- The Sunnyhill for Good CIC purchase bid for the BSG site was submitted on15 October, including a letter of support from Bruton Town Council. Updates have been obtained from the lead organiser, who has had positive follow-up from the agents dealing with the property.
- Pitcombe Parish Council have received advice from Somerset Council that the Sunny Hill nursery site could be considered as an Asset of Community Value (ACV), which has pros and cons. The deadline in connection with the ACV for the Astroturf Pitch is 27 November, so if the ACV for the nursery was agreed in time, then it still means that the site is 'protected'. It would also mean that the more recent legislation would apply to the ACV. Cllr Jones proposes that Bruton Town Council support Pitcombe Parish Council submitting this application doing this.
- A resident has paid for a letter to be sent from a solicitor to the board of trustees to query details of how the trustees were appointed to the trust. A letter has been received from the trustees, asking for whom the solicitors are acting for, and not answering the questions that were asked. Cllr Jones recommends that Bruton Town Council write a letter of support for this resident acting for the community.
- Comments were made about the second point (the nursery site being designated an ACV), and whether this action would be appropriate and positive. Town Council support is not relevant to the ACV application, it is evidence of community use that is relevant. The discussion continued about the ACV being brought back into community use within a particular period, should the asset be awarded with ACV status, and if this would this be possible. The consensus was that it is legitimate for Pitcombe Parish Council to apply for the ACV status. It was clarified that PPC have asked BTC for support.

It was proposed to send a to send a letter of support to Pitcombe Parish Council in their application for the nursery site to be an ACV.

The proposal was REJECTED [4-4-4], with the Chair's casting vote against.

Cllr Anderton, as Chair for this agenda item, exercised the Chair's casting vote (standing order 3r), with a vote against the proposal which means that the town council has voted against sending a letter of support for Pitcombe Parish Council submitting an application for the Sunny Hill nursery site to be an ACV.

It was proposed that a letter of support is sent to the resident acting on behalf of the community as detailed in the third point.

It was RESOLVED [12-0-0] to provide a letter of support to the resident as proposed.

Cllr Coulter rejoined the meeting at 8.30pm and resumed as Chair of the meeting.

26/100: BrutonTown.com and Bruton Walks websites.

A report had been previously circulated to overview the reasons for transferring the two websites to Good Company for ongoing management. A short history was provided, and the advantages for moving the websites away from the town council.

a. To consider a request from Good Company to take over the BrutonTown.com and BrutonWalks websites.

It was RESOLVED [13-0-0] that Good Company take over the two websites as proposed.

b. To provide the IT development time required to update both websites to a good standard before the handover of control (subject to 26/99a being agreed). It is proposed that these costs are shared with Good Company.

It is estimated that the costs will be about £2,000 to be shared by Good Company and Bruton Town Council, with Bruton Town Council leading on the required works before the handover.

It was RESOLVED [13-0-0] that the required maintenance work goes ahead, instructed by Bruton Town Council and costs to be shared with Good Company.

c. To consider financing costs for website hosting and software updates for an agreed time after the handover (subject to 26/99a being agreed).

It was proposed that these costs are financed by Bruton Town Council for 5 years once the websites have been migrated to Good Company control.

It was RESOLVED [13-0-0] to finance the running costs as listed above for 5 years after handover.

26/101: Bank Reconciliations.

a. To approve the bank reconciliations for the current and deposit accounts and credit card for the period 1 September 2026 to 30 September 2026.

It was RESOLVED [13-0-0] to approve the bank reconciliations for September 2026.

b. To note that Cllr Crawford attended the Community Office on 13 October 2026 to agree the bank reconciliations for the periods 1 to 30 September 2026.

Noted.

Cllr Jones left the meeting at 8.38pm.

26/102: Accounts for Payment.

a. To approve payments for October 2026.

It was RESOLVED [13-0-0] to approve the payments to be made in October as published.

Cllr Jones rejoined the meeting at 8.39pm.

b. To agree the payment of the Chamber of Commerce Grant for £3500, as a result of recent communications with the organisation.

It was RESOLVED [13-0-0-] to approve the grant payment to Chamber of Commerce, as instructed, with £1400 (plus VAT) to the Christmas tree contractor, and the remaining £1820 paid directly to the Chamber of Commerce.

c. To agree payment of the invoice for the final stone to be installed at Abbey Ponds.

It was RESOLVED [13-0-0] to approve payment of the invoice for the final stone, for £3064.20 (including VAT).

d. To note that a transfer of £10,000 was made from the Bruton Town Council current to the Brubowl Restricted Earmarked Reserves CCLA account, which is a private donation. The private donor has been thanked for their generous support of the project.

Noted.

26/103: Date of the next meeting of the Full Council: The next full council meeting is Tuesday 24 November 2026, 7.30pm at the Community Hall.

Agenda items to the clerk by 13 November 2026.

Meeting closed 8.41pm.

END OF MEETING NOTES