

## MIDSOMER NORTON TOWN COUNCIL

### Minutes of the Meeting of the Council held in the Town Hall, Midsomer Norton on Monday 6<sup>th</sup> February 2012 Commencing at 7.00pm

**Present:** Mayor: Cllr P Myers  
Deputy Mayor: Cllr L Dunford  
Councillors: Cllr M Evans, Cllr B Lawrence, Cllr P Moccock, Cllr S Plumley, Cllr L Robertson, Cllr R Robertson, Cllr J Slade, Cllr S Wellington

**Also Present:** 2 members of the public

**In Attendance:** Michael Curry – Town Clerk

#### **159. Fire Safety – Evacuation Procedure**

The Officer present explained the fire evacuation procedure as detailed in the Agenda.

#### **160. Apologies for Absence**

Cllr J Lewis gave her apologies due to illness

**Resolved:** To accept the apologies with the reasons given.

#### **161. Mayor's Announcements**

The Mayor, Councillor P Myers drew the Council's attention to a public meeting he had organised as a B&NES Councillor. The meeting was held for those potentially affected during the construction the Withies Park housing development to seek assurance from the developer that such disruption would be minimised.

He reported the success of a bid by Bath Film Festival to hold a monthly community cinema in the Town Hall.

#### **162. Declarations of Interest**

Cllr R Robertson declared a personal and prejudicial interest in Agenda Item 166 as a director of Local Hire (UK) Ltd.

#### **163. Exclusion of the Press and Public**

To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1.

**Resolved:** That Agenda item 174 be treated as confidential and dealt with after the Public (including the Press) had been excluded.



**164. Minutes of Midsomer Norton Town Council Meeting – Monday 9<sup>th</sup> January 2012**

**Resolved:** That the Minutes of the Midsomer Norton Town Council Meeting held on Monday 9<sup>th</sup> January 2012 be signed and adopted as a correct record.

**165 Standing Committees**

The Minutes of the Council's Standing Committee had been circulated in the Agenda:

a) Planning Committee Meeting – Monday 16<sup>th</sup> January 2012.

**Resolved:** That the minutes of the Planning Committee meeting held on Monday 16<sup>th</sup> January 2012 be noted.

**166. Accounts for Payment**

19:16 Cllr R Robertson left the meeting

Members were asked to review and approve a schedule of Accounts for Payment.

**Resolved:** That the Schedule of Accounts for Payment is approved and cheque signatories would be Councillors S Plumley and J Slade.

19:20 Cllr R Robertson rejoined the meeting

**167. Calendar of Meetings**

Members were asked to consider adopting a Calendar of Meetings for the Municipal year 2012/2013

**Resolved:** That the calendar of meetings for the Municipal year 2012/2013 as presented be adopted.

**168. Community Development**

a. Members were presented with a Community Development Strategy.

**Resolved:** That the Community Development Strategy was adopted as presented.

b. Members received a presentation of the report commissioned from the Percy Foundation.

The brief to the report was reiterated - Resolution 120 (b) Community Assets Council Meeting 7<sup>th</sup> November 2011 relates – with an explanation of the methodology followed. The report's recommendations were reviewed. The Council thanked Mr Adam Pitt for his work in preparing the report and Mr Dave Dixon, Safer & Stronger Communities Bath & North East Somerset Council for the financial support to commission the report.



**Resolved:** To accept the report's recommendations. The recommendations were referred to the Operations Working Party for it to develop a phased implementation plan.

c. Members were asked to authorise a budget for structural surveys to be conducted subject to the outcome of (b) above.

**Resolved:** That a budget of £2,500 be allocated to commission surveys of the appropriate buildings in accordance to the plan developed for Resolution 168 (b).

d. Members were asked to note the commissioning of Charity Skills for the governance survey.

**Resolved:** To note the commissioning of Charity Skills for the governance survey.

#### 169. Finance Working Party

The Council were asked to consider matters referred by the Finance Working Party:

##### a. **The Precept**

- (i) Review the precept in light of the adjusted tax base figures received
- (ii) Consider the text of the Precept Leaflet

The possible implications of the increase in the taxable base resulting from Bath & North East Somerset Council's resolution of their misallocation of houses to Westfield on Town Council's element of council tax and the precept agreed at the Council meeting on the 5<sup>th</sup> December (Resolution 139) were given in the paper circulated with the agenda.

**Resolved:** (a) That the level of the precept agreed under resolution 139 remain unchanged.

(b) That the draft text presented for the precept leaflet is accepted subject to the noted amendments.

##### b. **Councillor Expenses**

- (i) Adopt the HMRC guidelines on mileage payment for Councillors attending Council business outside the Town environment. Attending regular meetings of the Council, its Committees and Working Parties would be excluded from payment.
- (ii) Refer consideration of a policy of payment or not to Councillors for other expenses, bringing back to Council the consequent recommendations.

**Resolved:** (a) That the Council adopt the HMRC guidelines for payment of mileage expenses to Councillors attending council business outside the town boundary.

(b) That consideration of Agenda Item 169 b (ii) be deferred.

##### c. **New Office Printer**



To consider a recommendation for the provision of a new office printer – Resolution 163 applies.

**d. Resurfacing of West Clewes**

The Finance Working Party recommends that no expenditure is authorised on the project until the extent of the Council's commitments arising from the termination of the Ground Services provision under the Reorganisation Order is clarified.

The concerns of the Finance Working Party were noted. However, the need to have the resurfacing completed in time for the Jubilee Celebrations and the increasing deterioration of the existing surface meant resurfacing was given primacy.

**Resolved:** To progress the tender process in order that consideration can be given at the Council meeting scheduled on 5<sup>th</sup> March.

**e. Grant-making**

The Council received an update on the progress of the first round of the Council's grant-making.

**Resolved:** To note the progress made in the first round of the Council's grant-making.

**170. Operations Working Party**

The Council were asked to consider matters referred by the Operations Working Party:

**a. The Queen's Diamond Jubilee Celebrations - Resolution 163 applies.**

**b. The Public Realm**

- (i) Review the provision of letter bins and their servicing in light of the litter pick held on 8<sup>th</sup> January.

The lack of provision on the cycleway was highlighted and in association the lack of dog bins and lights. Provision was supposedly to be done by Bath & North East Somerset Council as part of the project. This is being pursued.

**Resolved:** To note the need for litter bins and consider the cost of provision and servicing at the Council meeting scheduled on 5<sup>th</sup> March

- (ii) Providing salt and salt spreaders to supplement Bath & North East Somerset Council's provision.

**Resolved:** (a). To purchase 2 mid-specification salt spreaders to supplement Bath & North East Somerset Council's gritting provision.

(b) To trial until the 1<sup>st</sup> May a loan of the equipment to cover an instance of heightened need not currently met by the service provided by Bath & North East Somerset Council.



(iii) Consider revisions to the Town Warden advertisement and job specification - Resolution 163 applies.

(iv) Note the progress with regard to CAP.

The initial meeting of the partnership identified the need for community based feedback on the issues before agencies could dedicate resources to the identified tasks. A survey will be conducted with the outcomes presented to their next meeting. The Council thanked Cllrs Dunford and Evans for their work.

**Resolved:** To note the progress made.

**c. Economic Development**

(i) To note the following Meeting dates:

***Midsomer Norton Development Partnership*** – Monday 27<sup>th</sup> February 2012

At 7.00pm in Midsomer Norton Town Hall

***Midsomer Norton Forum*** – Wednesday 29<sup>th</sup> February 2012

At 7.00pm in the Beauchamp Room, Midsomer Norton Town Hall

Consider a budget for administrative support

(ii) To consider proposals to progress production of the Town Plan and Neighbourhood Plan.

**Resolved:** (a) To note the meeting dates of the Midsomer Norton Development Partnership and Midsomer Norton Forum.

(b) To adopt the proposals to progress production of the Town Plan and Neighbourhood Plan.

**171. To Receive Reports from Councillors on Outside Bodies**

**Resolved:** To defer the item to the next Council meeting

**172 Town Twinning**

The Council were asked to note the arrangements for the signing of the civic agreement. The Council thanked Cllr Wellington for the picture he donated as a twinning gift to mark the occasion.

**Resolved:** To note the arrangements for the signing of the civic agreement.

**173 Branding**

The Council viewed the digital representations of the logo and were asked to agree a budget to update the signage throughout Midsomer Norton

**Resolved:** (a) To adopt the proposed logo as the new civic emblem and to complete a set of branded guidelines on its usage.



(b) That a budget of £2,500 be allocated to update signage throughout the town.

**174** In view of the confidential nature of the business to be transacted, the press and public were excluded during consideration of the following items (Item 163 refers) – **Commercial in Confidence**

- Resolved:**
- a) To lease a new Office Printer from Digital Systems UK (South & West Wales) Ltd.
  - b) To produce a A5 Yearbook for each pupil attending Midsomer Norton schools and nurseries (and those children with special needs requiring attendance at schools outside the Town).
  - c) To readvertise the role of Town Warden on the agreed basis.

**Meeting finished at 9:57 pm**

**Signed:** ..... *P. D. Myer* .....

**Dated:** ..... *5-13-2012* .....