



# Midsomer Norton Town Council

Council Offices, Town Hall, The Island, Midsomer Norton, Bath BA3 2HQ

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Mayor: Cllr Paul Myers BEM Town Clerk: Donna Ford PSLCC

To: a) Members of the Operations Committee

Quorum Level: 3 Members

b) All Other Members of the Council (for information)

4<sup>th</sup> December 2018

Dear Councillor

## OPERATIONS COMMITTEE

A Summons to Attend is hereby given for a meeting of the Operations Committee that will be held in the Sarah Ann Room, Town Hall, The Island, Midsomer Norton on Tuesday 11<sup>th</sup> December 2018 at 7.00 pm.

The agenda is set out below.

Yours faithfully

**Donna Ford**  
**Town Clerk**

### Fire Safety – Evacuation Procedure / Recording Protocol

The Council is requested to note the fire safety procedure and the Town Council's recording protocol.

*Before the meeting there will be a public session to enable the electorate of Midsomer Norton to ask questions, and make comments, regarding matters within the jurisdiction of the Committee. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the Public are asked to restrict their comments, and/or questions to three minutes.*

### **7.00pm Public Question Time**

This section (at the Appointed Person's discretion) may last up to 20 minutes and is not part of the formal meeting of the Planning Committee and minutes will not be produced.

## AGENDA

<b>57.</b>	<b><u>Apologies for absence</u></b>  To receive any apologies for inability to attend this meeting.
<b>58.</b>	<b><u>Declarations of Interest</u></b>  To receive details of any Personal or Prejudicial interest in respect of any matter to be discussed at the meeting pursuant to the provisions of the National Code of Conduct and related guidance provided by the Standards Board for England.
<b>59.</b>	<b><u>Minutes</u></b>  To confirm and sign as a correct record the Minutes of the Operations Committee held on Tuesday 13 <sup>th</sup> November 2018 (Pages 1 - 3).
<b>60.</b>	<b><u>Children's Christmas Party 2019</u></b>  To consider holding a Children's Christmas Party in December 2019.
<b>61.</b>	<b><u>West Clewes – Tree Risk Assessment</u></b>  To consider if the trees at West Clewes require a Risk Assessment at a cost of £279.12 plus VAT before the triennial tree inspections at all Town Council owned sites scheduled for June 2019.
<b>62.</b>	<b><u>West Clewes Play Park</u></b>  Consider the operational reports and the associated quotes for work required to the swings at West Clewes Play Park. (Inspection Reports for Play Park and Gym and 2 x Quotes for Swings Enclosed).
<b>63.</b>	<b><u>Car Speeding Issues in the High Street</u></b>  Members to receive a report from Councillor M Rich.
<b>64.</b>	<b><u>Disabled Crossing on the Island</u></b>  Members to receive a report update and to resolve any associated actions required.