



# Midsomer Norton Town Council

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

Tel: 01761 418701 Email: [townclerk@midsomernortontowncouncil.co.uk](mailto:townclerk@midsomernortontowncouncil.co.uk)

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

## Minutes of the Meeting of the Finance Committee held in the Sarah Ann Room at the Town Hall, Midsomer Norton on Tuesday 10<sup>th</sup> July 2018 Commencing at 5.30pm

**Present:** Chair of Committee: Councillor B Lawrence

Councillors: Councillor Paul Myers  
Councillor Richard Robertson  
Councillor Steve Plumley – Agenda item 19 only

**Also Present:** Clerk – Donna Ford

**In Attendance:** Councillor Lynda Robertson

### Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Town Council's recording protocol.

8.	<p><b><u>Apologies for Absence</u></b></p> <ul style="list-style-type: none"><li>• Councillor Steve Plumley - Medical</li><li>• Councillor Alastair Slade – Alternative engagement</li></ul> <p><b>Resolved:</b> To accept the apologies with the reasons given.</p>
9.	<p><b><u>Declarations of Interest</u></b></p> <p>Councillor Paul Myers declared an interest in agenda item 19 as the Mayor and removed himself from the discussion and vote.</p>
10.	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1.</p> <p><b>Resolved:</b> That in view of the confidentiality of Agenda Item 16 the Public and Press be excluded from the meeting.</p>
11.	<p><b><u>Minutes</u></b></p> <p><b>Resolved:</b> That the notes of the Finance Committee held on Tuesday 15<sup>th</sup> May 2018 be signed and adopted as a correct record.</p>

12.	<p><b><u>Accounts for Payment – June 2018</u></b></p> <p>Members reviewed the ‘Schedule(s) of Accounts for Payment’ for June 2018 and authorise the payments.</p> <p><b>Resolved:</b> That the ‘Schedule(s) of Accounts for Payment’ for June 2018 be approved.</p>
13.	<p><b><u>Monthly Reports</u></b></p> <p>Members received the Monthly Reports for May 2018.</p> <p><b>Resolved:</b> That the monthly reports be noted with no issues arising.</p> <p><b>Noted:</b> Assistant clerk to send the June reports asap and ensure the West Clewes payments had been received from the 2017/18 financial year.</p>
14.	<p><b><u>Community Grant Applications</u></b></p> <p>Members considered Community Grant applications received.</p> <p><b>Resolved:</b> That the Council should make the following awards:</p> <p><b><i>Small Grant</i></b></p> <p>Radstock Museum - £360</p>
15.	<p><b><u>Midsomer Norton Cricket Club</u></b></p> <p>Members received a letter from the Midsomer Norton Cricket Club, who had been awarded a Community Grant in June 2017.</p> <p><b>Resolved:</b> To write to the cricket club and advise under exceptional circumstances a further 12 months would be granted to deliver the project as per the terms and conditions of the grant awarding policy.</p>
16.	<p><b><u>Photocopier Lease</u></b></p> <p>Members considered updating the current printer.</p> <p><b>Resolved:</b> To accept the quotation prepared from the current contractor for the upgrade and lease extension for an office printer.</p>
17.	<p><b><u>Midsomer Norton Town Park Masterplan Part 2</u></b></p> <p>Members considered the quotation prepared by B&amp;NES for the Town Park masterplan part 2.</p> <p><b>Resolved:</b> To accept the quotation.</p>

18.	<p><b><u>Water Bowser</u></b></p> <p>Members considered quotations supplied by the clerk for the purchase of a water bowser to enable the watering to continue.</p> <p><b>Resolved:</b> To purchase the water bowser at the cost of £1000 incl. VAT and to fund from the rolling capital fund budget.</p>
	<p><b>Councillor Steve Plumley arrived for agenda item 19</b>  <b>Councillor Paul Myers left the room for agenda item 19</b></p>
19.	<p><b><u>Donation</u></b></p> <p>Members considered accepting an anonymous donation received for £2,275 for the purchase of the Mayors ceremonial clothing.</p> <p><b>Resolved:</b> To accept the donation and purchase the memorial clothing as specified.</p>
	<p><b>Councillor Steve Plumley left the meeting and tendered his apologies</b>  <b>Councillor Paul Myers returned to the meeting</b></p>
20.	<p><b><u>CONFIDENTIAL BUSINESS</u></b></p> <p><b>Resolved:</b> That in view of the confidentiality of the business remaining to be discussed, being staffing matters, the Public and Press be excluded from the meeting.</p>
21.	<p><b><u>Deputy Town Clerk</u></b></p> <p>Members discussed the financing the appointment of a Deputy Clerk.</p> <p><b>Resolved:</b> It was resolved to fund the employment of a deputy clerk by reducing the amount allocated for the rolling capital provision if approved to employ a Deputy Clerk at Full Council.</p>

**Meeting closed at 6:47 pm**

**A signed copy of the minutes can be viewed at the Town Council Offices**

**Signed:** .....  
**(Chair)**

**Dated:** .....