



Midsomer Norton Town Council

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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 Tuesday 15th
May 2018 Commencing at 5.30pm

Present: Councillors: Councillor B Lawrence
Councillor Steve Plumley
Councillor Lynda Robertson
Councillor Richard Robertson
Councillor Alastair Slade

Also Present: Zero (0) Members of the Public

In Attendance: Donna Ford - Town Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

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

1.	<p><u>Election of Chair for Municipal Year 2018/2019</u></p> <p>The outgoing Finance Working Party Chair, Councillor B Lawrence sought nominations for the position of Chair of the Committee for the Municipal Year 2018/2019. Councillor Lawrence was duly nominated and elected.</p> <p>Resolved: That Councillor Lawrence be elected as Chair of Committee for the Municipal year 2018/2019.</p> <p>Resolved: Councillor Lawrence, made, in the presence of the Proper Officer, and delivered to the Committee, a declaration of acceptance of the office as prescribed in the Local Elections (Declaration of Acceptance of Office) Order 2001 (SI 2001 No 3941) and he assumed the Chair for the rest of the meeting.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for Absence were received from Councillor Paul Myers due to a personal commitment.</p> <p>Resolved: To accept the apologies with the reasons given.</p>
3.	<p><u>Election of Vice Chair for the Municipal Year 2018/2019</u></p> <p>The Chair of Committee sought nominations for the position of Vice Chair of the Committee for the Municipal Year 2018/2019. Councillor Slade was duly</p>

	<p>nominated for the position.</p> <p>Resolved: That Councillor Slade be elected as Vice Chair of the Finance Committee for the Municipal Year 2018/2019.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no Declarations of Interest.</p>
5.	<p><u>Minutes</u></p> <p><u>Notes for Finance Working Party – Tuesday 10th April 2018</u></p> <p>Resolved: That the notes of the final Finance Working Party held on Tuesday 10th April 2018 be signed and adopted as a correct record.</p>
6.	<p><u>Monthly Reports</u></p> <p>Members of the Committee received the Monthly Reports for March 2018 and April 2018.</p> <p>Resolved: That the monthly reports be noted with no issues arising.</p> <p>Action: Resolved to transfer £100,000 from the Co Op current account to the PSDF account.</p>
7.	<p><u>Grant Awarding Policy</u></p> <p>Members of the Committee considered a Grant Awarding Policy, Application Form, Assessment Form and Evaluation Form prepared by the clerk for adoption.</p> <p>Resolved: That the prepared Grant Awarding Policy and associated forms be adopted following the recommended changes.</p>

Meeting closed at 6:47 pm

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

Signed:
(Chair)

Dated: