

MIDSOMER NORTON TOWN COUNCIL

Minutes of the Meeting of the Council held in the Council Chamber at The Town Hall, Midsomer Norton on Monday 5th December 2011 Commencing at 7.00pm

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

Also Present: One Member of the Press

In Attendance: Michael Curry – Town Clerk

131. Fire Safety – Evacuation Procedure

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

132. Apologies for Absence

There were no Apologies for Absence as all Members were present.

133. Mayor's Announcements

The Mayor expressed his thanks to all those involved in staging the Christmas Nativity – there were too many to specify individuals. Subject to ratification the world record was broken.

The letter of welcome to possible Chinese twinning partners has generated a positive response – full details are awaited from the B&NES delegation. We understand Radstock Town Council and Westfield Parish Council have declined for the moment to be involved in a civic twinning agreement with the French (The Norton Radstock Twinning Association will continue as normal). This means that we can progress with our own arrangements.

Following an approach by a resident the Mayor and B&NES Councillor C Watts are investigating the possibility of funding the supply of a salt spreader to residents from their ward grant to enable a resident to get to hospital for dialysis. B&NES will be approached to give a supply of salt.

Queens Diamond Jubilee Celebrations – planning is well underway and proposals will be put to the next Council Meeting

134. Declarations of Interest

There were no declarations of interest. Cllr P Myers explained that as a member of B&NES's Licencing Committee he would contribute to the discussion of item 143 as it relates to licencing policy but he could not be part of discussions of specific applications.

135. 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 135 be treated as confidential and dealt with after the Public (including the Press) had been excluded.

136. Minutes of Midsomer Norton Town Council Meeting – Monday 7th November 2011

Resolved: That the Minutes of the Midsomer Norton Town Council Meeting held on Monday 7th November 2011 be signed and adopted as a correct record.

137 Standing Committees

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

a) Planning Committee Meeting – Monday 21st November 2011.

Resolved: That the minutes of the Planning Committee meeting held on Monday 21st November be noted.

138. Accounts for Payment

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 Plumey and R Robertson.

139. Budget 2012/13

Members were asked to consider approval of the draft budget for 2012/13 recommended by the Finance Working Party.

The draft budget was for the first year where there would be no adjustments arising from the re-organisational order. The only legacy being the high cost of automated toilets that are subject to a contract – cheaper alternatives are being investigated. As presented the draft meet the Council's financial principles.

Resolved: To accept the draft budget for 2012/13 as proposed.

140. Grant-making Policy

Members received a report from the Town Clerk and were asked to consider the draft grant-making policy and application form recommended by the Finance Working Party.

Resolved: To:

- Adopt the policy and form as recommended by the Finance Working Party
- Authorise the Finance Working Party to develop and agree with the Clerk the accompanying guidance
- Authorise the Clerk to publicise the availability of grants and a schedule for determination of the Finance Working Party's recommendations at 5th March Council meeting

141. Extending the Terms of Reference of the Finance Working Party to include Procurement

Members were asked to consider a recommendation from the Town Clerk in respect of updating the Procurement Guidelines inherited from Norton Radstock Town Council.

In so doing responsibility is given to:

- A group that is aware of the Council's financial position and responsibilities
- A group that is separate from the one which has been involved in the preparation of the bids/tender and so provides an independent perspective
- Inviting attendance by the Chair of the Operations Working (or a nominated member) will make available technical expertise to provide clarification as necessary

Resolved:

- To extend the terms of reference of the Finance Working Party to include responsibility for Procurement, particularly evaluation of tenders/bids
- That the Town Clerk amend the terms of reference accordingly

142. West Clewes Thursday Market

Members received a report from the Town Clerk in respect of a possible Thursday Market at West Clewes.

The Council considered the history of trading at the site and the service it provides residents, but were also mindful to canvass opinion from anyone potentially affected if the suggestion was pursued.

Resolved: To authorise the Operations Working Party to review the possibility of staging a regular market at West Clewes and, if favourable, develop proposals for consideration by the Council

143. Licensing Applications

Bath & North East Somerset Council has responsibility for granting licensing applications which is conducted in a manner similar to that of planning applications. The Town Council is not however a statutory consultee.

A recent example of Bath & North East Somerset procedures, which whilst fulfill their obligations in practice do not necessarily give the level of publicity to applications locally that is considered desirable.

Resolved:

- That the Town Council register as an interested party with the Licensing Team on all matters concerning licensing within Midsomer Norton Town Council boundaries.
- The Council lobby the B&NES Licensing Team to get applications advertised in the most widely read local newspaper.
- The Town Clerk to clarify the powers the Town Council has in licence determination, if any

144. Council Emblem

The proposed final iteration of the formal civic emblem was accepted. The portfolio of pieces was adopted for use in Council communications and publicity.

Resolved:

- To send a letter of thanks to David Fisher for his work that includes a request that he signs the piece in recognition of his work
- To prepare digitalised versions for final emblem for presentation to the next Council meeting

145. Resolved – that in view of the confidential nature of the business transacted, the press and public were excluded during consideration of this item – Commercial in Confidence.

Resolved: To accept the tender specification for a grass cutting contract for 2012/13

Meeting finished at 8.35 pm

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

Signed:

Dated: