



Midsomer Norton Town Council

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Mayor: Cllr Paul Myers BEM

Town Clerk: Clive Stilwell MILCM

Minutes of the Meeting of the Council held in the Beauchamp Room at the Town Hall, Midsomer Norton on Monday 4th December 2017 Commencing at 7.00pm

Present: Town Mayor: Cllr P Myers

Also Present: Cllrs S Plumley, G Mackay, A Slade, M Evans, B Lawrence,
L Robertson & R Robertson.

Seven members of the Public and Press.

In Attendance: Clive Stilwell – Town Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

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

125.	<p><u>Apologies for Absence and to consider the reasons given</u></p> <p>Cllrs G Davis and A Purchase sent their apologies due to previous commitments at work and family respectively.</p> <p>Resolved: To accept the apologies for the reasons given.</p>
126.	<p><u>Mayor's Announcements</u></p> <p>The Mayor expressed his sympathies for the family whose house had been affected by a fire and said that he would stand-by as Ward Councillor and Town Mayor to offer any support alongside B&NES Council and Churches Together.</p> <p>The Mayor noted that the issue of the Midsomer Norton addresses was still being aired in the media.</p> <p>The Carnival had been very successful and the Mayor, along with Councillors, applauded the efforts of the Carnival Association in their work to organise the event.</p> <p>The Christmas event had been a very popular and well-received community event and he congratulated the organisers in the Community Trust, the Community Groups and the Chamber of Commerce for their efforts.</p> <p>Finally, the Mayor brought the Council's attention to some upcoming events such as the OAP Christmas Party on Friday 15th December, the concert being run by the Midsomer Norton Society on Saturday 9th December to raise funds for a bench at St Chad's for Norman Voake and the Wassailing event in January.</p>

<p>127.</p>	<p><u>Clerk's Report</u></p> <p>All of the Community Grant cheques had been issued following Council's decisions at the November meeting.</p> <p>Quotes were being sought for the work on the War Memorial although it had been difficult to find qualified conservation engineers.</p> <p>The Mayor had responded on the Somer Valley Transport Surevy as agreed at Council.</p> <p>The interim Internal Audit had been completed on Monday 27th November and there were no issues of any concern in the report which would now go to the FWP in January 2018.</p> <p>The sigange audit had been completed and recommendations were awaited from B&NES Council before work went ahead on plans to spend the funds available.</p> <p>The Personnel Working Party had endorsed plans to recruit a new Clerk and the Grounds Officer. So far seven application packs have been sent to for the Clerk's post.</p> <p>The Street Marshal requirement was to finalised by early January to allow a competition to be run for the new contract in March 2018 which had been extended with the agreement of RS Security.</p> <p>A cheque had been issued to the Community Trust for the Arts programme as agreed by Council.</p> <p>Town Park</p> <p>An order had been placed with B&NES Council to start work on the Park Materplan and a first meeting with the Project Team was to take place on Friday 15th December. Funding of £25,000 had been secured for the initial Masterplan costs, for work on branding/signs, on detailed surveys and a contingency. Plans were in hand to consult in April 2018 on the final designs before moving to the construction phase.</p>
<p>128.</p>	<p><u>Declarations of Interest.</u></p> <p>There were no declarations of interest.</p>
<p>129.</p>	<p><u>Exclusion of the Press and Public</u></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>Resolved: There were no items to be dealt with which required the Public (including the Press) to be excluded under Standing Order 28.1.</p>

130.	<p><u>Co-option of a Town Councillor</u></p> <p>Members were requested to carry out the co-option of a Member to replace former Councillor Luke Barnes in accordance with the Local Elections (Parishes and Communities) (England & Wales) Rules 2006, SI 2006/3305, r 5(6).</p> <p>Resolved: That Michael Rich be co-opted to the Town Council.</p>
131.	<p><u>Minutes</u></p> <p>The minutes of the Meeting of the Midsomer Norton Town Council held on Tuesday 7th November 2017 had been circulated in the Agenda.</p> <p>Resolved: That the Minutes of the Meeting of Midsomer Norton Town Council held on Tuesday 7th November 2017 be signed and adopted as a correct record. The Mayor subsequently signed the minutes with one minor amendment.</p>
132.	<p><u>Standing Committees</u></p> <p>The Minutes of the Meeting of the Midsomer Norton Town Council Planning Committee held on Wednesday 15th November 2017 had been circulated with the Agenda.</p> <p>Resolved: That the minutes of the Meeting of the Midsomer Norton Town Council Planning Committee held on Wednesday 15th November 2017 be signed and adopted as a correct record. The Chair of the Planning Committee subsequently signed the minutes.</p> <p>The Council considered a proposal from Cllr M Evans that the Planning Committee adopts its minutes at the following Planning Committee meeting.</p> <p>Resolved: That the Planning Committee should in future adopt its minutes at the next Committee meeting.</p>
133.	<p><u>Accounts for Payment – October 2017</u></p> <p>Members reviewed the ‘Schedule(s) of Accounts for Payment’ for October 2017 and authorise the payments.</p> <p>Resolved: That the ‘Schedule(s) of Accounts for Payment’ for October 2017 be approved.</p>
134.	<p><u>Working Parties</u></p> <p>a. Finance Working Party – Members received a verbal account of the meeting of the Finance Working Party held on Tuesday 14th November 2017 from Cllr B Lawrence.</p> <p>b. Operations Working Party – Members received a verbal account of the</p>

	<p>meeting of the Operations Working Party held on Thursday 16th November 2017 from Councillor Paul Myers.</p> <p>c. Personnel Working Party - Members received a verbal account of the meeting of the Operations Working Party held on Thursday 16th November 2017 from Councillor Paul Myers.</p> <p>Resolved: That the verbal reports from the working parties be noted.</p>
135.	<p><u>To Receive Reports from Councillors on Outside Bodies</u></p> <p>Members received verbal reports from Councillors on Outside Bodies. Cllr A Slade raised the issue of the use of “Fix my Street” as a method of reporting road defects which had been discussed at the Somer Valley Forum.</p> <p>Resolved: That the verbal reports from Outside Bodies be noted.</p>
136.	<p><u>Midsomer Norton High Street Regeneration</u></p> <p>Cllr P Myers provided an update on work including progress on Wetherspoons, the signage project and the work on the toilets.</p> <p>Resolved: To note the update from Cllr P Myers on Regeneration.</p>
137.	<p><u>Asset Transfer</u></p> <p>Members received a report on progress and proposed terms received from B&NES Council and discussed plans for the Asset Transfer project team of Cllr Myers and Plumley and the Town Clerk to progress negotiations.</p> <p>Resolved: That the Asset Transfer Project team continue work before bring proposals to Council.</p>
138.	<p><u>Town Council and Planning Committee Dates – April 2018</u></p> <p>Members considered the optimum dates for both Council and Planning Committee meetings in April 2018:</p> <p>Resolved: That the April dates for meetings be changed – the Town Council meeting to be held on Tuesday 3rd April 2018 and the Planning Committee to be held on Monday 9th April 2018.</p>
139.	<p><u>Committee Meeting Dates 2018-2019 and Calendar Of Civic Events 2018-2019</u></p> <p>Members considered proposals for the dates of meetings and a Calendar of Civic Events for the Municipal Year 2018-2019.</p> <p>Resolved: To approve the proposals for meetings and events for 2018-19.</p>

140.	<p><u>Town Council Office – Christmas Opening</u></p> <p>Members considered proposals from Officers for the hours of operation over the holiday period.</p> <p>Resolved: To approve the proposed office opening hours for the Christmas and New Year period for 2017-18.</p>
141.	<p><u>Planning Consultation – West of England Joint Spatial Plan & the New Bath & North East Somerset Council Local Plan</u></p> <p>Members were requested to comment on Consultations on the Joint Spatial Plan and the Bath & North East Somerset Council Local Plan.</p> <p>Resolved: That Cllrs Evans, Myers and Lawrence draft responses to both consultations and that these be considered by the Council in January 2018.</p>
142.	<p><u>Council Standing Orders</u></p> <p>Members were requested to adopt revised Standing Orders with an amendment to para 40.2 as recommended in the annual Internal Audit review.</p> <p>Resolved: That the revised Standing Orders be adopted.</p>
143.	<p><u>Risk Action Plan</u></p> <p>Members were requested to review and approve the draft Risk Action Plan.</p> <p>Resolved: That the updated Risk Action Plans be approved.</p>

Meeting closed at 8.45 pm

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

Signed:
(Mayor)

Dated: