



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)

2nd April 2019

Dear Councillor

OPERATIONS COMMITTEE

A Summons to Attend is hereby given for a meeting of the Operations Committee that will be held in the Beauchamp Room, Town Hall, The Island, Midsomer Norton on Tuesday 9th April 2019 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

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| 96 | <p><u>Apologies for absence</u></p> <p>To receive any apologies for inability to attend this meeting.</p> |
| 97 | <p><u>Declarations of Interest</u></p> <p>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.</p> |
| 98 | <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> |
| 99 | <p><u>Minutes</u></p> <p>To confirm and sign as a correct record the Minutes of the Operations Committee held on Tuesday 12th March 2019 (pages 4-6).</p> |
| 100 | <p><u>Asset Transfer</u></p> <p>Members to receive a verbal report update from Cllr Myers & Plumley</p> |
| 101 | <p><u>Town Park</u></p> <p>Members to receive an update on the progress of the Town Park and any associated works including the Ecology report from Biocensus and the Grass Cutting to be funded from the S106 funds. (Enclosed)</p> |
| 102 | <p><u>Allotments</u></p> <ul style="list-style-type: none"> • Members to consider the Allotment Association Agreement and Rent Collected. (Enclosed) |
| 103 | <p><u>Civic Service</u></p> <ul style="list-style-type: none"> • Members to consider the award categories for 2019 and any associated requirements for the service. (Enclosed) • Members to consider draft press release prepared. (Enclosed) |
| 104 | <p><u>Midsomer Norton Life</u></p> <ul style="list-style-type: none"> • Members to consider a plan for the Summer 2019 edition. |
| 105 | <p><u>Appointment of SLR – Town Park</u></p> <ul style="list-style-type: none"> • Members to confirm appointment of SLR for the required engineering |

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| | and geotechnical services (Enclosed) |
| 106 | <u>Governance Structure - Finance and Operations Committee</u> <ul style="list-style-type: none">• Members to consider the New Structure of a Finance and Operations Committee including the Terms of Reference (Enclosed) |
| 107 | <u>Twinning</u> <ul style="list-style-type: none">• Members to discuss and consider the future of Twinning. |