



Midsomer Norton Town Council

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

Tel: 01761 418701 Email: 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 Beauchamp Room at the Town Hall, Midsomer Norton on Tuesday
12th February 2019 Commencing at 5.30pm

Present: Chair of Committee Councillor Brian Lawrence
Councillors: Councillor P Myers (Mayor)
Councillor S Plumley
Councillor R Robertson
Councillor A Slade (Deputy Mayor & Vice Chair of Committee) – 6.25pm

Also Present: Donna Ford (Town Clerk)

In Attendance: Councillor L Robertson

Fire Safety – Evacuation Procedure / Recording Protocol

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

68.	<u>Apologies for Absence</u> The Clerk advised that Councillor Slade was running late.
69.	<u>Declarations of Interest</u> There were no Declarations of Interest.
71.	<u>Minutes</u> Resolved: That the Minutes of the Finance Committee held on Tuesday 15 th January 2019 be signed and adopted as a correct record.
72.	<u>Accounts for Payment – January 2019</u> The Council reviewed the list of accounts for payment for January 2019. Resolved: That the Accounts for Payment for be approved.
73.	<u>Monthly Reports</u> Members received the Monthly Reports for January 2019. Resolved: That the Monthly Reports for January 2019 be noted.

74.	<p><u>Community Grant Applications</u></p> <p>a. Midsomer Norton Rugby Football Club</p> <p>Resolved: To award a grant of £500.</p> <p>b. Wansdyke Play Association</p> <p>Resolved: To award a grant of £500.</p>
75.	<p><u>Community Grant Application – Keynsham & District Mencap Society</u></p> <p>Members considered the grant application received from Keynsham & District Mencap Society.</p> <p>Resolved: To award a grant of £1000 per year for 3 years.</p>
76.	<p><u>IT and Telecommunication Requirements</u></p> <p>Members considered the report received regarding the new equipment needed for the office to facilitate the new office and new staff member.</p> <p>Resolved: To accept the quotation from Netitude for a new PC and Laptop with associated equipment and to accept the quotation from South West Communications for the extra phone line to be installed in the Clerk’s Office.</p> <p>Noted: Delegated powers given to the clerk to order the IT equipment, installation and setup.</p>
77.	<p><u>Asset Transfer</u></p> <p>Councillor P Myers gave a verbal update regarding the Asset Transfer and advised that the documents from B&NES were now with the Solicitors.</p> <p>Noted: In preparation for the Asset Transfer the Town Trust may seek to apply to the Town Council for funding to facilitate the insurance for the Assets and Grass Cutting at the Town Park.</p> <p>Councillor A Slade joined the meeting 6.25pm</p>
78.	<p><u>Office Furniture</u></p> <p>Members considered the report and quote for the purchase of Office Furniture for the Town Clerks Office.</p> <p>Resolved: To approve the quote and give delegated powers to the clerk for the purchase of the office equipment.</p>

Meeting closed at 6.31 pm

Signed:
(Chair)

Dated: