



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 March 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)

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.

| | |
|-----------|---|
| 79 | <u>Apologies for Absence</u> Resolved: All Present. |
| 80 | <u>Declarations of Interest</u> There were no Declarations of Interest. |
| 81 | <u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1. Resolved: That in view of the confidentiality of Agenda Item 90 the Public and Press be excluded from the meeting. |
| 82 | <u>Minutes</u> Resolved: That the Minutes of the Finance Committee held on Tuesday 12 th February 2019 be signed and adopted as a correct record. |
| 83 | <u>Accounts for Payment – February 2018</u> The Council reviewed the list of accounts for payment for February 2018 |

| | |
|----|--|
| | <p>Resolved: That the Accounts for Payment for be approved.</p> |
| 84 | <p><u>Monthly Reports</u></p> <p>Members received the Monthly Reports for February 2018.</p> <p>Resolved: That the Monthly Reports for February 2019 be noted.</p> |
| 85 | <p><u>Annual Investment Strategy 2019/20</u></p> <p>Members considered the draft Annual Investment Strategy prepared by the Clerk.</p> <p>Resolved: Approved the draft Annual Investment Strategy to put to full Council on 13th May.</p> |
| 86 | <p><u>Insurance Cover 2019/20</u></p> <p>Members reviewed the insurance quote prepared by WPS in conjunction with the Clerk to cover the extended sums insured.</p> <p>Resolved: To accept the insurance quote for 2019/20.</p> |
| 87 | <p><u>Asset Register 2019/20</u></p> <p>Add the following to the register: Wassailing Cups Pit Disaster Medal</p> <p>Propose to gift the following items to the Town Trust at the next Full Council Meeting: Oliver Brookes painting 2 Benches St Chads Well Wassailing Cups Pit Disaster Medal</p> <p>Resolved: Following the amendments noted to adopt the Asset Register for 2019/20.</p> |
| 88 | <p><u>West Clewes Play Park</u></p> <p>Members considered the cost of levelling of the replacement swing</p> <p>Resolved: To accept the new quotation for the replacement swing and commission the contractors.</p> |
| 89 | <p><u>CONFIDENTIAL BUSINESS</u></p> |

| | |
|------------------|--|
| | <p>Resolved: That in view of the confidentiality of the business remaining to be discussed, being staffing matters, the Public and Press be excluded from the meeting.</p> |
| <p>90</p> | <p><u>Office Staffing</u></p> <p>Members considered the proposal prepared by the Clerk for the staffing arrangements within the office following the resignation of the Finance / Admin Officer.</p> <p>Resolved: To accept the proposal and recruit two additional part time Admin / Finance Administrators within the staffing budget.</p> |

Meeting closed at 6.57 pm

Signed:
(Chair)

Dated: