



# Midsomer Norton Town Council

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Mayor: Cllr Paul Myers BEM

Town Clerk: Donna Ford PSLCC

**Minutes of the Meeting of the Operations Committee**  
**held in the Sarah Ann Room at the Town Hall, Midsomer Norton on**  
**Tuesday 9<sup>th</sup> April 2019 Commencing at 7.00pm**

**Present:** Chair of Committee Councillor P Myers (Mayor)  
Councillors: Councillor S Plumley (Vice Chair)  
Councillor L Robertson  
Councillor R Robertson  
Councillor A Slade (Deputy Mayor)

**Also Present:** Amanda Hazell (Deputy Town Clerk)

**In Attendance:**

**Fire Safety – Evacuation Procedure / Recording Protocol**

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

96	<b><u>Apologies for Absence</u></b> Apologies from Councillor Purchase <b>Resolved:</b> To accept the apology for absence
97	<b><u>Declarations of Interest</u></b> There were no Declarations of Interest.
98	<b><u>Exclusion of the Press and Public</u></b> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1. <b>Resolved:</b> There were no exclusions from the Public or Press
99	<b><u>Minutes</u></b> <b>Resolved:</b> That the Minutes of the Operations Committee held on Tuesday 12 <sup>th</sup> March 2019 be signed and adopted as a correct record.
100	<b><u>Asset Transfer</u></b> Councillor Myers gave a verbal report of progress

	<b>Resolved:</b> That the verbal report be noted.
<b>101</b>	<p><b><u>Town Park</u></b></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</p> <p><b>Resolved:</b> Record a vote of thanks to the Town Clerk and Newleaf for all their hard work on the Town Park project.</p>
<b>102</b>	<p><b><u>Allotments</u></b></p> <p>Members to consider the Allotment Association Agreement and Rent Collected.</p> <p><b>Resolved:</b> Councillor R Robertson to arrange a meeting with the Allotment committee.</p>
<b>103</b>	<p><b><u>Civic Service</u></b></p> <ul style="list-style-type: none"> <li>• Members to consider the award categories for 2019 and any associated requirements for the service.</li> <li>• Members to consider draft press release prepared.</li> </ul> <p><b>Resolved:</b> Members agreed on a list of nominees</p>
<b>104</b>	<p><b><u>Midsomer Norton Life</u></b></p> <p>Members to consider a plan for the Summer 2019 edition</p> <p><b>Resolved:</b> Members constructed a list of contents for the Midsomer Norton Life May edition.</p>
<b>105</b>	<p><b><u>Appointment of SLR – Town Park</u></b></p> <p>Members to confirm appointment of SLR for the required engineering and geotechnical services</p> <p><b>Resolved:</b> Approved appointment of SLR. Town Clerk to clarify 1.16.</p>
<b>106</b>	<p><b><u>Governance Structure - Finance and Operations Committee</u></b></p> <p><b>Resolved:</b> Approved a 6 month trial. Set up a projects working group to discuss operations and report back to committee. Establish where HR working party fits in.</p>
<b>107</b>	<b><u>Twinning</u></b>

	<p>Members to discuss and consider the future of Twinning.</p> <p><b>Resolved:</b> To approach Midsomer Norton Society to examine if there is anyway the Society can be involved in keeping Twinning going.</p>
108	<p><b><u>CONFIDENTIAL BUSINESS</u></b></p> <p><b>Resolved:</b> No confidential business</p>

**Meeting closed at 20.35**

**Signed:** .....

(Chair)

**Dated:** .....