



# Midsomer Norton Town Council

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Mayor: Cllr Michael Evans Town Clerk: Donna Ford PSLCC

To: a) Members of the Finance and Operations Committee

Quorum Level: 3 Members

b) All Other Members of the Council (for information)

2<sup>nd</sup> July 2019

Dear Councillor

## FINANCE AND OPERATIONS COMMITTEE

A Summons to Attend is hereby given for a meeting of the Finance and Operations Committee that will be held in the Beauchamp Room, Town Hall, The Island, Midsomer Norton on Tuesday 9<sup>th</sup> July 2019 at 5.30 pm.

The agenda is set out below.

Yours faithfully

**Donna Ford PSLCC**  
**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

<b>1.</b>	<b><u>Election of Chairman</u></b>  Members to elect a Chairman for Municipal Year 2019/2020.
<b>2.</b>	<b><u>Election of Deputy Chairman</u></b>  Members to elect a Deputy Chairman for the Municipal Year 2019/2020.
<b>3.</b>	<b><u>Apologies for absence</u></b>  To receive any apologies for inability to attend this meeting.
<b>4.</b>	<b><u>Declarations of Interest</u></b>  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.
<b>5.</b>	<b><u>Minutes</u></b>  To confirm and sign as a correct record the minutes of <ul style="list-style-type: none"><li>• Finance Committee Tuesday 9<sup>th</sup> April 2019 (Enclosed)</li><li>• Operations Committee held on Tuesday 9<sup>th</sup> April 2019 (Enclosed).</li></ul>
<b>6.</b>	<b><u>Monthly Reports</u></b>  Reports to follow.
<b>7.</b>	<b><u>Accounts for Payment – April, May &amp; June 2019</u></b>  Members to review the Schedule(s) of Accounts for Payment and authorise the payments for April, May and June 2019.  (i) Purchases Under £250.00 (Enclosed) (ii) Purchases Over £250.00 (Enclosed)
<b>8.</b>	<b><u>Internal Audit Report</u></b>  Members to note the Internal Audit Report from Auditing Solutions for 2018/2019. (Enclosed)
<b>9.</b>	<b><u>Community Grant Applications</u></b>  To consider applications for Community Grants from: <ul style="list-style-type: none"><li>1. Midsomer Choral Society (Enclosed).</li><li>2. Midsomer Norton Football Club (Enclosed).</li><li>3. Clean Slate Training and Employment (Enclosed).</li></ul>

	Assessment forms enclosed
10.	<p><b><u>Play and Gym Inspection at West Clewes</u></b></p> <p>Members to consider a quote from BANES for the annual inspection of the play area and gym equipment at West Clewes Football Ground. (Enclosed)</p>
11.	<p><b><u>Wansdyke Play Association</u></b></p> <p>Members to note the closure of the Wansdyke Play Association. (Enclosed)</p>
12.	<p><b><u>Charlton Road – 20mph Sign Changes</u></b></p> <p>Members to note speed limit signs on Charlton Road have been replaced to 20mph.</p>
13.	<p><b><u>Land Adjacent to Wheelers Road</u></b></p> <p>Members to consider letter from R Briggs of Persimmon Homes Wessex dated 16<sup>th</sup> May 2019. (Enclosed)</p>
14.	<p><b><u>Allotment Association Rent Review</u></b></p> <p>Members to review the proposal from Midsomer Norton Allotment Association regarding an increase in rental. (Enclosed)</p>
15.	<p><b><u>Midsomer Norton Town Council Uniforms</u></b></p> <p>Members to consider a quote from Dickies for polo shirts. (Enclosed)</p>
16.	<p><b><u>Tree Inspection - Quote</u></b></p> <p>Members to consider the cost of tree inspections. (Enclosed)</p>
17.	<p><b><u>Sponsorship Grant</u></b></p> <p>Members to consider granting a sponsorship grant for £12,000 to Midsomer Norton Community Trust to enable the provision of Norton Youth Club. (Enclosed)</p>
18.	<p><b><u>Town Park</u></b></p> <p>Members to consider report from the Town Clerk on associated works and funding required (Enclosed)</p>
19.	<p><b><u>Licence to Maintain The Hollies</u></b></p> <p>Members to consider maintenance of The Hollies and licence. (Enclosed)</p>
20.	<p><b><u>Midsomer Norton War Memorial</u></b></p>

	To consider a report from the Clerk recommending that work be carried out following a report by B&NES Council.
21.	<b><u>Historic England Grant</u></b> Members to consider supporting the application for an Historic England Grant (see enclosed)
22.	<b><u>Four Year Plan</u></b> Members to consider creating a Four-Year Plan as recommended by Michael Evans
23.	<b><u>Lockable Barrier / Alligator Teeth for the Somer Centre</u></b> Members to consider the quote for a lockable barrier and alligator teeth for the Somer Centre car park entrance (enclosed)
24.	<b><u>Licensing Consultations</u></b> Members to consider the revisions to the Statement of Licensing Policy and Cumulative Impact Assessment in Bath City Centre under the Licensing Act 2003, as proposed by BANES. The consultation to run from 21 <sup>st</sup> June to 12 <sup>th</sup> September 2019 (enclosed).
25.	<b><u>Bank Account – Change of Authorised Users</u></b> Members to consider and approve changing the Authorised Users of the Bank Account (enclosed)
26.	<b><u>Change of Banks</u></b> Members to consider changing from the CO-OP Bank to the Unity Trust Bank.
27.	<b><u>Midsomer Norton Life</u></b> Members to consider articles for the Autumn 2019 edition. Submission deadline the 23 <sup>rd</sup> July 2019.