



Midsomer Norton Town Council

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

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Mayor: Cllr Michael Evans Town Clerk: Donna Ford PSLCC

To: a) Members of the Finance & Operations Committee

Quorum Level: 3 Members

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

3rd September 2019

Dear Councillor

FINANCE & OPERATIONS COMMITTEE

A Summons to Attend is hereby given for a meeting of the Finance & Operations Committee that will be held in the Beauchamp Room, Town Hall, The Island, Midsomer Norton on Tuesday 10th September 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.

5.30pm 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 Finance & Operations Committee and minutes will not be produced.

AGENDA

28	<u>Apologies for absence</u> To receive any apologies for inability to attend this meeting.
29	<u>Declarations of Interest</u> 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.
30	<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.
31	<u>Minutes</u> To confirm and sign as a correct record the Minutes of the Finance Committee held on Tuesday 9 th July 2019 (Enclosed)
32	<u>Accounts for Payment –</u> Members to review the Schedule(s) of Accounts for July and August for: (i) Purchases Under £250.00 (Enclosed) (ii) Purchases Over £250.00 (Enclosed)
33	<u>Monthly Reports</u> To receive the Monthly Reports for July (Enclosed) and August (To Follow).
34	<u>New Shredder</u> Members to consider purchasing a new shredder for the Council Office 2 quotes (Enclosed).
35	<u>Festival of the Scarecrow</u> Members to consider the Town Councils involvement in Create a Mayor Scarecrow and one or two volunteer judges for the event. (Enclosed)
36	<u>Office Recycling</u> Members to consider the cost of a paper recycling bin to share with Community Trust. (Enclosed)
37	<u>Bus Shelter</u>

	Members to consider the cost of fixing the broken bus shelter on Station Road. (Enclosed)
38	<u>Agenda and Minutes Training</u> Members to consider training for the Deputy Town Clerk and Finance and Administration Assistants. The training is web based and covers Agendas and Minutes. (Enclosed).
39	<u>SLCC Annual General Meeting & National Conference 2019</u> Members to consider the attendance of the Town Clerk and the Deputy Town Clerk at the above in Hinckley, Leicestershire from the 1 st – 3 rd October 2019. (Enclosed).
40	<u>Children’s Christmas Party and Cinema Night 2019</u> Members to consider the Children’s Christmas Party on Sunday 8 th December 2019, and cinema night for the older children. (Enclosed).
41	<u>Grants</u> Members to consider small grants application from: <ul style="list-style-type: none"> i. The Silver Street Nature Reserve (Enclosed) ii. Midsomer Norton South Station (Enclosed) Members to note that there has been no further correspondence received from Clean Slate Training and Employment in response to our letter to them of Tuesday 16 th July 2019 (Enclosed).
42	<u>Benches</u> Members to consider the quotes for new benches for the Garden Of Friendship (Enclosed)
43	<u>New Contract – Allotment Association</u> Members to consider a new contract for the Allotment Association, to include an annual rent review (Enclosed).
44	<u>Section 106</u> Members to approve and seal the Section 106 agreement as agreed at the Full Council Meeting on Monday 2 nd September 2019.
45	<u>RS Security</u> Members to consider a cap on the fees proposed by RS Security on closing the gate at the Somer Centre on the evenings that the Street Marshalls are not in attendance.

46	<p><u>Wellow Brook Management Plan</u></p> <p>Members to consider the Wellow Brook Management Plan (Enclosed).</p> <p>To agree quotation from BANES for initial clearance and pulling of Himalyan Balsam. (To Follow).</p>
47	<p><u>War Memorial</u></p> <p>Members to consider the quote from Mann Williams to provide a survey and report on the structure and bridge that it is situated upon (Enclosed)</p>
	<p><u>CONFIDENTIAL BUSINESS</u></p> <p>In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item above refers)</p>
48	<p><u>Town Warden Allowance</u></p> <p>Members to consider a vehicle allowance for the Town Warden for the use of his own van for Council business (Enclosed)</p>
49	<p><u>Welton Rovers Football Club Limited</u></p> <p>Members to consider the letter dated 24th August 2019 received from Mr M J Price from Welton Rovers Football Club Ltd regarding the sale of Mr H Veales shareholding in Welton Rovers Football Club Ltd. (Enclosed)</p>
50	<p><u>Midsomer Norton Almshouses</u></p> <p>Members to consider the Almshouses on the High Street. (Enclosed)</p>