



# Midsomer Norton Town Council

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

Tel: 01761 418701 Email: [townclerk@midsomernortontowncouncil.co.uk](mailto:townclerk@midsomernortontowncouncil.co.uk)

Mayor: Cllr Michael Evans Town Clerk: Donna Ford PSLCC

## Minutes of the Meeting of the Council held in the Beauchamp Room at the Town Hall, Midsomer Norton on Monday 4<sup>th</sup> November 2019 Commencing at 7.00pm

**Present:**

Town Mayor:	Councillor M Evans
Deputy Mayor:	Councillor S Plumley
Councillors:	Councillor J Baker
	Councillor S Graham
	Councillor G Mackay
	Councillor M Moxham
	Councillor L Robertson
	Councillor R Robertson
	Councillor C Smith

**Also Present:**

Town Clerk:	Donna Ford
Administrator:	Caroline Brown

**In Attendance:**

- Councillor S Hughes
- Councillor P Myers
- Rev S Robinson
- One (1) Member of the Public

### Fire Safety – Evacuation Procedure / Recording Protocol

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

59	<p><b><u>Apologies for Absence and to consider the reasons given</u></b></p> <p><b>Noted:</b> Apologies for absence were received from Councillor Brian Lawrence and Councillor Lynne Clement.</p>
60	<p><b><u>Mayor's Announcements</u></b></p> <p>The Mayor gave a verbal report covering the points below:</p> <ul style="list-style-type: none"><li>• The Mayor has put a written question to BANES cabinet asking them to reconsider the entrance into the Garden of Friendship. He has a meeting on Thursday 7<sup>th</sup> November 2019 and will further argue the cause then.</li><li>• The Mayor noted that there is a BANES Ward Councillor Initiative to finance local worthy projects in the sum of £2000 for each BANES Councillor for the year 2020/21.</li></ul>
61	<p><b><u>Town Clerk's Report</u></b></p> <p><b>Resolved:</b> That the Clerk's report be noted.</p>

62	<p><b><u>Declarations of Interest.</u></b></p> <p>There were no Declarations of Interest.</p>
63	<p><b><u>Exclusion of the Press and Public</u></b></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1. There were no items that required the Public and Press to be excluded from the meeting.</p>
64	<p><b><u>Minutes</u></b></p> <p><b>Resolved:</b> That the Minutes of the Meeting of the Midsomer Norton Town Council held on 2<sup>nd</sup> September 2019 be signed and adopted as a correct record. The Mayor subsequently signed the minutes.</p>
65	<p><b><u>To Receive Reports from Councillors on Standing Committees</u></b></p> <p>Planning Committee Finance &amp; Operations Committee</p> <p><b>Resolved:</b> To note the reports.</p>
66	<p><b><u>To hear Reports from Councillors attending Meetings of Outside Bodies</u></b></p> <p><b>Resolved:</b> To note the reports.</p>
67	<p><b><u>Surgeries</u></b></p> <p><b>Resolved:</b> Members approved the rota for surgeries to commence in January 2020. To be reviewed in one years' time. The office to prepare a form for Councillors to complete with members of the public during the surgeries. This is for obtaining information. The office will then look into the matter and get back to members of the public with further advice or information.</p>
68	<p><b><u>Grants</u></b></p> <p><b>Resolved:</b> Members approved the Sponsorship Grant Application from the Carnival for £12,000.</p>
69	<p><b><u>Road Closure</u></b></p> <p><b>Resolved:</b> Members noted the impending Silver Street road closure. Members noted the lack of notice of the closure from BANES. It was further noted that a meeting is being set up with BANES to discuss the issue with Councillors and other partners.</p>
70	<p><b><u>Town Park Update</u></b></p> <p><b>Resolved:</b> To note the report.</p>

71	<p><b><u>Facebook and Twitter</u></b></p> <p><b>Resolved:</b> Members noted the link to the Twitter page and considered and resolved for the Facebook page to go live. The office to prepare a guide for the Councillors on how to access/use the social media.</p>
72	<p><b><u>Midsomer Norton Life</u></b></p> <p><b>Resolved:</b> Members to contribute the following articles for the next issue of Midsomer Norton Life:</p> <ul style="list-style-type: none"> <li>• Outfield Festival – Councillor Gordon Mackay</li> <li>• Bus Timetable – Councillor Mike Moxham</li> <li>• Local Charity i.e. SWAN – Councillor Michael Evans</li> <li>• Allotment Association – Councillor Richard Robertson</li> <li>• Other ideas for articles would also be welcome.</li> </ul>
73	<p><b><u>Christmas Events</u></b></p> <p><b>Resolved:</b> Members noted the update on the forthcoming Christmas Events.</p>
74	<p><b><u>Remembrance Day Parade</u></b></p> <p><b>Resolved:</b> Members noted the update on the Remembrance Day Parade.</p>
75	<p><b><u>Wellow Brook</u></b></p> <p><b>Resolved:</b> Members noted the report from New Leaf regarding Wellow Brook and delegated authority given to the Finance and Operations Committee to action recommendations.</p>
76	<p><b><u>Health and Safety Policy</u></b></p> <p><b>Resolved:</b> Members adopted the Health and Safety Regulatory Framework Policy dated 4<sup>th</sup> November 2019.</p>
77	<p><b><u>Equality Policy</u></b></p> <p><b>Resolved:</b> Members reviewed the Equal Opportunities Policy as adopted on the 7<sup>th</sup> April 2014 and approved amendments.</p>
78	<p><b><u>Community Engagement Policy</u></b></p> <p><b>Resolved:</b> Members adopted the Community Engagement Policy dated 4<sup>th</sup> November 2019.</p>
79	<p><b><u>Scheme of Delegation</u></b></p> <p><b>Resolved:</b> Members adopted the revised Scheme of Delegation dated 4<sup>th</sup></p>

	November 2019.
80	<p><b><u>Grant Policy</u></b></p> <p><b>Resolved:</b> Members reviewed the Grant Policy as adopted on the 15<sup>th</sup> May 2018.</p>
81	<p><b><u>Complaints Procedure</u></b></p> <p><b>Resolved:</b> Members reviewed the Complaints Procedure as adopted at the Full Council meeting on 2<sup>nd</sup> March 2015 and approved amendments.</p>
82	<p><b><u>Local Council Award Scheme – Foundation Award</u></b></p> <p><b>Resolved:</b> Members noted that the Council has been awarded The Foundation Award under the Local Council Award Scheme.</p>
83	<p><b><u>Local Council Award Scheme – Quality Award</u></b></p> <p><b>Resolved:</b> Members confirmed by resolution that all the criteria required for the first part of the application form for the Quality Award have been published online and that the council meets all the other criteria required by the second section of the application form, so the Council will now apply for the award.</p>
	<p><b><u>CONFIDENTIAL BUSINESS</u></b></p> <p><b>Resolved:</b> 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>

**Meeting closed at 8.15pm**

**Signed:** .....

**Dated:** .....