



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 Michael Evans Town Clerk: Donna Ford PSLCC

To: a) Members of the Finance & Ops Committee

Quorum Level: 3 Members

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

3rd December 2019

Dear Councillor

FINANCE & OPS COMMITTEE

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

78	<u>Apologies for absence</u> To receive any apologies for inability to attend this meeting.
79	<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.
80	<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.
81	<u>Minutes</u> To confirm and sign as a correct record the Minutes of the Finance & Ops Committee held on Tuesday 12 th November 2019 (Enclosed)
82	<u>Accounts for Payment –</u> Members to review the Schedule(s) of Accounts for Payment and authorise the payments for (i) Purchases Under £250.00 (Enclosed) (ii) Purchases Over £250.00 (Enclosed)
83	<u>Monthly Reports</u> To receive the Monthly Reports for November 2019 (to follow).
84	<u>Midsomer Norton Town Council Budget 2020-2021</u> Members to consider the Budget for 2020-21 (To follow)
85	<u>Service Agreement – SW Comms</u> Members to consider the Service Agreement renewal with SW Comms (Enclosed)
86	<u>First Aid Training</u> Members to consider First Aid Training quotes. (Enclosed)
87	<u>Rural / Market Towns Group</u> Members to consider joining the Rural / Market Towns Group (Enclosed)

88	<u>New Website</u> Members to consider the 4 quotes for a new Town Council Website. (Enclosed)
89	<u>Grant Applications</u> Members to consider the following Grant applications: <ul style="list-style-type: none"> • Welton Rovers (Enclosed)
90	<u>Unity Trust Bank Account</u> Members to note the new bank account (Enclosed)
90	<u>Midsomer Norton Life</u> Members to consider articles for the Spring edition of Midsomer Norton Life. (Enclosed)
91	<u>Event Management Plans</u> Members to consider the Event Management Plans for the Christmas parties (Enclosed)
	<u>CONFIDENTIAL BUSINESS</u> 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 91 above refers)
91	<u>DBS Check</u> Members to consider the cost of DBS checks. (Enclosed)