



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 and Operations Committee

Quorum Level: 3 Members

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

8th January 2020

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 14th January 2020 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 Planning Committee and minutes will not be produced.

AGENDA

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| 94 | <u>Apologies for absence</u> To receive any apologies for inability to attend this meeting. |
| 95 | <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. |
| 96 | <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. |
| 97 | <u>Minutes</u> To confirm and sign as a correct record the Minutes of the Finance and Operations Committee held on Tuesday 10 th December 2019 (Enclosed). |
| 98 | <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) |
| 99 | <u>Monthly Reports</u> To receive the Monthly Reports for December 2019 (To Follow). |
| 100 | <u>Community Engagement Policy</u> Review the Community Engagement Plan for 2019/2020 and lessons learned. Consider activities and aims for the Community Engagement Plan for 2020/2021. (Enclosed). |
| 101 | <u>20mph Speed Limits</u> Members to consider 20mph speed limits around the town. |
| 102 | <u>Budget 2020 – 2021</u> To receive the Council Budget 2020/2021 for approval by Full Council. (Enclosed) <i>(Please retain the Budget Papers for the 3rd February 2020 Full Council)</i> |

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| | <i>Meeting).</i> |
| 103 | <p><u>Midsomer Norton Town Council Precept 2020 - 2021</u></p> <p>To consider a recommendation to Full Council of a precept figure of £388,119 for 2020/2021 which represents a 2.9% increase on a Band D Council Tax property.</p> <p>Bath & North East Somerset Council – Details of Tax Base 2020/2021 Letter (Enclosed).</p> |
| 104 | <p><u>Midsomer Norton Town Council Precept Leaflet 2020 - 2021</u></p> <p>To review the draft Precept leaflet and agree a final version to be published on the B&NES Council web site. (To Follow)</p> |
| 105 | <p><u>Solicitors Fees</u></p> <p>Members to consider an application for funding to cover Asset Transfer Solicitors Fees. (Enclosed).</p> |
| 106 | <p><u>Climate Emergency</u></p> <p>Members to consider the Climate Emergency and Biodiversity Action Plan prepared by the Clerk. (Enclosed)</p> |
| 107 | <p><u>Grant Applications</u></p> <p>Members to consider the following Grant applications:</p> <ul style="list-style-type: none"> • Swan Advice Network (Enclosed) |
| 108 | <p><u>Play and Gym Inspection at West Clewes</u></p> <p>Members to consider the operational play inspection reports from BANES of the play area and gym equipment at West Clewes Football Ground. (Enclosed)</p> |
| 109 | <p><u>Surgeries</u></p> <p>Members to consider any action required following the Town Council Surgery on Saturday 4th January 2020. (Enclosed)</p> |
| 110 | <p><u>Website</u></p> <p>Members to consider an update on the position of the web site from Councillor Gordon Mackay.</p> |
| 111 | <p><u>Distribution Costs for Midsomer Norton Life</u></p> |

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| | Members to consider the distribution costs for Midsomer Norton Life. (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 above refers) |
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