



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 Lynda Robertson Town Clerk: Donna Ford PSLCC

Minutes of the Annual Meeting of the Town Council held remotely via Zoom on Monday 11th May 2020 commencing at 7.00pm

Present: Town Mayor: Councillor L Robertson
Councillors: Councillor M Evans (Outgoing Mayor)
Councillor S Plumley (Deputy Mayor)
Councillor J Baker
Councillor L Clement
Councillor S Graham
Councillor B Lawrence
Councillor G Mackay
Councillor M Moxham
Councillor R Robertson

Also Present: Seven (7) Members of the Public
Andy King New Leaf Studios

In Attendance: Town Clerk - Donna Ford
Deputy Town Clerk – Amanda Hazell
Administrator – Caroline Brown

Fire Safety – Evacuation Procedure / Recording Protocol

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

7.00pm Welcome

1. Election of Mayor

Nominations were sought for the position of Mayor of Midsomer Norton for the Municipal Year 2020/2021. Councillor Steve Plumley nominated Councillor Lynda Robertson.

Resolved: Councillor Lynda Robertson be elected as Mayor of Midsomer Norton for the Municipal Year 2020/2021. The Deputy Mayor to support the Mayor in their new role.

The Mayor made, in the presence of the Proper Officer, and delivered to the Council a declaration of acceptance of the office as prescribed in the Local Elections (Declaration of Acceptance of Office) Order 2001 (SI 2001 No 3941).

The Mayor officially thanked all the Councillors and the outgoing Mayor for all their

	<p>hard work over the last year.</p> <p>Proceedings then presided over by Mayor .</p>
2.	<p><u>Election of Deputy Mayor</u></p> <p>The Mayor sought nominations for the position of Deputy Mayor of Midsomer Norton for the Municipal Year 2020/2021.</p> <p>Resolved: Councillor Steve Plumley be re-elected as Deputy Mayor of Midsomer Norton for the Municipal Year 2020/2021^[tc9]^[TC10]. Councillor Steve Plumley does not wish to take up the position of Mayor in the future and will step down as Deputy Mayor next year to allow a natural progression as designate Deputy to occur.</p>
3.	<p><u>Approval of Holding the Meeting Remotely</u></p> <p>Resolved: To adopt Supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, and this lasts until 7th May 2021 or the repeal of legislation whichever is the earlier.^[tc11]^[TC12]</p>
4.	<p><u>Apologies for Absence and to consider the reasons given</u></p> <p>Noted: Apologies for absence due to illness were received from Councillor Chris Smith. The Council resolved to send her a card wishing her well.</p> <p>Noted: The Councillor attendance for 2019/2020.</p>
5.	<p><u>Declarations of interest</u></p> <p>Noted: A Declaration of Interest in Item No. 21 b was received from Councillor Michael Evans.</p>
6.	<p><u>Exclusion of the Press and Public</u></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1.</p> <p>Resolved: That in view of the confidentiality of Agenda Item 23 the Public and Press be excluded from the meeting.</p>
7.	<p><u>Minutes</u></p> <p>The Minutes of the Meeting of Midsomer Norton Town Council held on Monday 23rd March 2020 had been circulated with the Agenda.</p> <p>Resolved: That the Minutes of the Meeting of the Town Council held on Monday 23rd March 2020 be signed and adopted as a correct record. The Mayor to sign the minutes and return them to the Town Hall in due course.</p>
8.	<p><u>To Review and Appoint Members to serve on the Town Council's Standing Committees 2020-2021</u></p> <p>The Council was asked to review and appoint Members to serve on the Standing Committee for the municipal year 2020/2021.</p>

Resolved: The Members in the table below be appointed to serve on the Town Council's Standing Committees.

Planning Committee ^[tc13] ^[TC14]	Councillor L Robertson (Mayor) Councillor L Clement Councillor B Lawrence Councillor G Mackay Councillor M Moxham Councillor M Evans Councillor J Baker
Finance and Operations Committee	Councillor L Robertson (Mayor) Councillor S Plumley (Deputy Mayor) Councillor B Lawrence Councillor M Evans Councillor M Moxham Councillor R Robertson Councillor L Clement
Personnel Working Party	Councillor L Robertson (Mayor) Councillor S Plumley (Deputy Mayor) Councillor S Graham Councillor R Robertson Councillor M Evans

9. Appointment of Representatives on Outside Bodies 2020-2021

The Council was asked to appoint representative(s) to serve on outside bodies for the ensuing year 2020/2021. Members were allocated responsibilities as follows:

Name of Organisation	Representative
ALCA/NALC	Councillor L Robertson Councillor R Robertson Councillor J Baker
Community Alcohol Partnership (CAP)	NONE
Midsomer Norton & Radstock Chamber of Commerce	Councillor L Robertson Councillor R Roberston
Midsomer Norton and District Carnival Association	Councillor L Robertson Councillor S Plumley
Midsomer Norton and District Twinning Committee	Councillor S Plumley
Midsomer Norton Community Association	Councillor M Evans Councillor S Plumley
Midsomer Norton Community Trust	Councillor G Mackay Councillor L Robertson Councillor S Graham Councillor C Smith

	Midsomer Norton Neighbourhood Development Plan	Councillor M Evans Councillor B Lawrence Councillor G Mackay Councillor L Clement
	Midsomer Norton Society	Councillor L Robertson Councillor R Roberston
	Midsomer Norton Town Trust	Councillor M Evans Councillor B Lawrence Councillor S Plumley Councillor R Robertson
	Parish Cluster Meetings	Councillor L Robertson
	Somer Valley FM	Councillor J Baker
	Somer Valley Forum	Councillor L Robertson
	Somerset & Dorset Railway Heritage Trust	Councillor G Mackay
	South Wansdyke Advice Network (SWAN)	Councillor M Evans
	Sports Group	Councillor S Plumley
	Transport Group	Councillor C Smith Councillor M Moxham
	Welton Rovers Football Club	Councillor S Plumley
	Writhlington Sports Trust	Councillor S Plumley
	Youth Groups ^[tc15] ^[TC16]	Councillor G Mackay
10.	<u>To Review the Committee's - Terms of reference</u>	
	The Council was asked to review the existing Terms of Reference for the Planning Committee and Finance and Operations Committee.	
	Resolved: That the Terms of Reference circulated with the Agenda be adopted. To note the Terms of Reference for the Planning Committee and the Finance and Operations Committee - that all members not on these ^[tc17] ^[TC18] ^[TC19] s receive the full Agendas and all associated papers for the Committee meetings.	
11.	<u>Mayor's Announcements</u>	
	The new Mayor thanked all of the members and looked forward to receiving all of the support that has been given to the previous Mayors.	
12.	<u>Town Clerk's Report</u>	
	Members received the report from the Town Clerk on matters since the last meeting.	
	Resolved: The report was noted.	
13.	<u>Reports from Councillors attending Meetings of Outside Bodies</u>	

	<p>Members representing the Council on outside bodies reported back to the Council.</p> <p>Resolved: That the written reports from Outside Bodies be noted.</p>
<p>14.</p>	<p><u>Accounts for Payment –</u></p> <p>Members reviewed the Schedule(s) of Accounts for Payment and authorised the payments for March 2020 and April 2020.</p> <p>(i) Purchases Under £250.00 (ii) Purchases Over £250.00</p>
<p>15.</p>	<p><u>Policies - Annual Investment Strategy, Systems of Internal Controls, Standing Orders and Financial Regulations</u></p> <p>Members were asked to approve/review the following for 2020/2021:</p> <ul style="list-style-type: none"> • Annual Investment Strategy, as required by legislation • Current System of Internal Controls • Supplements to the Standing Orders for electronic meetings • Current Standing Orders • Current Financial Regulations. <p>Resolved: That the Council adopts and approves for 2020/2021:</p> <ul style="list-style-type: none"> • Financial Regulations • Annual Investment Strategy • Current System of Internal Controls • Supplements to the Standing Orders for electronic meeting • Standing Orders^[tc20]^[TC21].
<p>16.</p>	<p><u>Scheme of Delegation</u></p> <p>Approved: The Members approved the items on the Scheme of Delegation Report.</p>
<p>17.</p>	<p><u>Town Park – West Entrance</u>^[tc22]^[TC23]</p> <p>Approved: The Members approved the use of the CIL money and Town Council funds as detailed below:</p> <p>CIL paid into the bank not yet spent:</p> <p>2015-16 – CIL received – £2,400 (15/01144/FUL). 2016-17 – CIL received – £3,064 (16/01454/FUL) 2018-19 – CIL received – £57870.00 (17/01453/FUL) 2019-20 – CIL received - £2071.74 (15/05624/FUL), £7870.14 (17/01453/FUL)</p> <p>Total from CIL = £73,275.88</p> <p>This spending will complete Phase 1 – which has been extended beyond what it was originally, but it won't address improving access to the top of the batch or the batch top beacon.</p>

	<p>Plus £50,000 from Town Council funds as a contingency.</p> <p>The contingency is required for:</p> <ul style="list-style-type: none"> • Planting in the sensory garden • Maintenance for the first year • Removal of trees suffering ash die back • Preparation of a management plan for future planning.
18.	<p><u>Midsomer Norton Life</u></p> <p>Resolved: Members resolved to delay the printing of the Summer Edition of the Midsomer Norton Life magazine until June.</p>
19.	<p><u>Grant</u> <small>[tc24][TC25]</small></p> <p>Approved: Members approved the Small Grant Application from the Bath Play Area Project for £500. The Grant is to help support a playday in Orchard Vale during the school summer holidays 2020.</p>
20.	<p><u>Midsomer Norton Carnival</u></p> <p>Members considered the correspondence from the Midsomer Norton and District Carnival Association.</p> <p>Resolved: To consider further at the next meeting, budgeted Grant Funding to the Carnival Association. This will be considered upon receipt of a budgeted proposal from the Carnival Association <small>[tc26][TC27]</small> detailing figures, a list of charitable organisations they are aiming to support, and their suggestions for how they intend to mark the cancelled Carnival this year.</p>
21.	<p><u>Planning</u></p> <p><u>Planning Applications for Consideration</u></p> <p>The Committee considered a schedule of applications for planning consent that had been submitted for consultation by the local planning authority.</p> <p>Resolved: That the Local Planning Authority be advised of the observations of the Committee on the submitted applications as below:</p> <ol style="list-style-type: none"> 20/01310/RES Four Winds Monger Lane Welton Midsomer Norton Radstock Bath And North East Somerset BA3 2SP Approval of reserved matters with regard to outline application 18/01711/OUT (Outline application for the erection of up to 2no dwellings and access with all other matters reserved (Resubmission)) LINK <p>No Comment</p> <ol style="list-style-type: none"> 20/01341/OUT Parcel 3511 Silver Street Midsomer Norton Outline application for the erection of 9 dwellings with all matters reserved except access. LINK. <p>Object – on the basis that it is outside of the housing boundary and poorly designed parking</p>

	<p>c. 20/01480/OUT Description of Proposal: Erection of two detached dwellings and garages following demolition of existing outbuilding. (Renewal of permission 16/01243/OUT) LINK</p> <p>Approved</p> <p>d. 20/00786/STTRAD. Fruit Stall. (Enclosed)</p> <p>Approved</p> <p>e. 20/01556/FUL Land Between 121A And 120C Charlton Park Midsomer Norton Erection of double garage. LINK</p> <p>No Comment</p>
22.	<p><u>Environment</u></p> <p>The Committee considered a schedule of applications for proposed Tree Works that had been submitted for consultation by the local planning authority.</p> <p>Resolved: That the Local Planning Authority be advised of the observations of the Committee on the submitted applications as below:</p> <p>a. 20/01365/TCA 92 Radstock Road Midsomer Norton Radstock Bath And North East Somerset BA3 2AU Eucalyptus - a reduction of a maximum of 5 metres off the limbs (of various sizes) hanging over the neighbouring gardens LINK</p> <p>Approved</p>
	<p>CONFIDENTIAL BUSINESS</p> <p>Resolved: That in view of the confidentiality of the business remaining to be discussed, the public and press to be excluded from the meeting.</p>
23.	<p><u>Settlement Agreement</u> <small>[tc28][TC29][tc30][TC31]</small></p> <p>Resolved: Members considered a report from the Town Clerk in regards to the settlement agreement and resolved to agree the settlement agreement.</p>

Meeting finished at: 8.57pm

Signed:

Dated: