

Clerks Report 3rd October 2022

HM Queen Elizabeth II

It is with much sadness that we heard the announcement on Thursday 8th September 2022 that Her Majesty the Queen had died peacefully at Balmoral at the age of 96.

Following a regional proclamation from the High Sheriff in Taunton at 1pm on Sunday 11th September, a proclamation was made on the steps of the Guildhall (Bath) by the Chair, Cllr Shaun Stephenson-McGall, at 2pm. Flags returned to half-mast at 1pm and continued to be flown at half-mast until 8am on the day following the funeral. Midsomer Norton Town Council observed the flag flying protocols at the War Memorial.

Books of condolence were opened Friday 9th September 2022 at Bath Guildhall, Keynsham Community Space, and Midsomer Norton Library and Information Service for people to pay their respects. They remained open until 5pm on the day following the funeral. Messages of condolences to the Royal Family could also be sent by following the link <https://www.royal.uk/send-message-condolence> .

Mourners who wished to gather together and lay flowers could do so at Parade Gardens, Bath, the Memorial Park, Keynsham and the Hollies Garden, Midsomer Norton. As with other local authorities, Bath and North East Somerset Council followed The Royal Parks Protocol on the leaving of floral tributes.

Bath and North East Somerset Council advised that the Chair's diary of events was suspended until further notice, however, BANES Council services ran as normal unless stated otherwise. Midsomer Norton Town Council confirmed that all Council events and/or meetings were also cancelled until further notice.

We asked that our condolences be passed to King Charles III.

Duchy of Cornwall

The Town Council has received formal notification from the Duchy of Cornwall, notifying us that the 24th Duke of Cornwall, has been succeeded by the 25th Duke of Cornwall - Prince William, the new Prince of Wales. A copy of the letter was forwarded to all Councillors on 22nd September 2022.

Local Government Transparency Code

The Government wishes to place more power into citizens' hands to increase democratic accountability and make it easier for local people to contribute to the local decision making process. The Government published the Local Government Transparency Code 2014 which seeks to ensure that certain data held by local Councils is published in a timely and open way. Personal data will not be included if publishing it would contravene the Data Protection Act 1998.

Information to be published - The Town Council has decided to adopt the code and monthly expenditure details and quarterly procurement information will be published below. The

Town Council will publish information annually with regard to land and buildings which the Town Council owns or leases, details of grants made to voluntary and community groups, Trade Union facility time provided to staff and the Town Council's constitution. Details can be found on the website.

Town Council Events

Please note the upcoming Town Council events:

November

Sunday 13 th November 2022	Remembrance Sunday Parade and Service
Thursday 24 th November 2022	Christmas Light Switch On

December

Sunday 4 th December 2022	Childrens Christmas Party – Somer Centre
Friday 16 th December 2022	Senior Citizens Christmas Party – Welton Rovers
To Be Confirmed	Teen Cinema Night - To Be Confirmed

Town Hall Transformation Gets Underway

Councillors, officers and contractors, witnessed the Mayor, Cllr Lynda Robertson, ceremoniously hand over the keys to the Town Hall on Monday 12th September 2022, so work can begin on Phase 1 of the project to transform the historic hall into a community building fit for the 21st century. This initial phase relates to the reinstatement of the historic Market Hall on the ground floor and the provision of associated facilities required in order for the building to function properly ahead of the separate Phase 2 works. The refurbished Town Hall and reinstatement of a Market Square at the Island are seen as key components of the Town Council's High Street recovery plan.

Town Hall Transformation – Phase 2

The tender brief for the project manager and QS for phase 2 of the town hall transformation was published on Contracts Finder on 19th July 2022. The closing date and time for receipt of Fee Proposals including breakdown of costs and any relevant examples of similar work was 19th August 2022,

Tenders have been received and reviewed. As per the Extraordinary Meeting of the Town Council held on Monday 11th July 2022 (Minute No. 80) Members resolved to give the Town Clerk delegated authority to appoint the project manager and Quantity Surveyor for phase 2, and it can be confirmed that Greenwood Projects have been appointed.

Notice has now been published on Contracts Finder for the appointment of Architect/Contract Administrator RIBA 4-7, as follows:

Midsomer Norton Phase 2 Town Hall Regeneration - Architect/ Contract Administrator RIBA 4-7

Midsomer Norton Town Council

Midsomer Norton Town Council wishes to appoint a suitably-qualified Architect/ Contract Administrator from RIBA 4 (detailed design and Principal Contractor procurement) through to RIBA 6 (handover and completion of defects liability period), in respect of the Grade II listed Midsomer Norton Town Hall. Planning and listed building consent for Phases 1 and 2 (21/00914/FUL and 21/00915/LBA) was granted in 2021. Phase 1 (currently on site and due for completion summer 2023) will bring the original market hall back into use at the heart of the community. Phase 2, programmed to commence on site in summer 2023 and complete in early summer 2024, will see the original building extended to create ancillary bar and circulation space as well as improved access to all floors of the building.

Tenders should demonstrate appropriate experience in similar buildings of heritage significance, and of working with community organisations and councils to deliver landmark accessible buildings. Full details of quality/ cost weighting, and of quality submission requirements, are given in the Brief supplied. All submissions should include, as well as the documents identified in the Brief, the completed Appendices 1 and 2 - Supplier Questionnaire, and Conflict of Interest, Canvassing & Collusive tendering Certificate.

Completed tenders should be issued to Nicola Dyer, Project Manager - nicola.dyer@greenwoodprojects.com. Tender queries should be addressed to the Project Manager; it is anticipated that a schedule of queries and responses will be uploaded at regular intervals throughout the tender period. Please note that Phase 2 of the works is concerned with the extension (all floors) and the second floor (Assembly Room) and above). The works are valued as c£1.1million (November 2021).

Procurement reference Midsomer Norton Phase 2 Architect

Procurement stage Opportunity

Closing 17 October 2022, 9am

Date notice published 16 September 2022, 2:52pm

Architectural Heritage Fund

Further to our recent application to The Architectural Heritage Fund, we have been advised that our application has been successful and Trustees would like to offer us a grant towards the Midsomer Norton Town Hall project. The AHF have confirmed that the Trustees would like to offer a grant for revenue funding in the sum of £25,000.

Tree Felling/Ash Dieback - North Road/West Clewes, Midsomer Norton

Traffic management is booked in for the 10th October in order for the tree works to be carried out at West Clewes. The rest of the works will be completed from within the grounds during the remainder of the week.

Parish Councillors Bus Meeting

The following email was received from Dan Norris, Metro Mayor for the West of England, and circulated to all Councillors:

Dear Sir/Madam,

I would be most grateful if you could pass on the below information to all members of Midsomer Norton Town Council.

As you may know, the West of England Combined Authority is carrying out an externally-led Network Review on buses.

I am keen that the voices of parish councillors are heard so would like to invite you to a zoom meeting on Wednesday 21 September 2022 at 6pm to feed into this. Please register here

https://us06web.zoom.us/meeting/register/tZcrdemgrD8oEtXH0q6O_yqGxcC4rdWw1iEf

There are very many challenges on the buses at the moment not least a serious bus driver shortage. There are over 100 vacancies in the West of England so I would value your ideas on how to help fix this.

Overall, about 95% of people who used to travel by bus pre pandemic are back travelling again. But they are making fewer journeys – so bus passenger numbers are around 75%. This matters because fewer passenger journeys means less fare income.

From talking to thousands of people I am keen that there is a step change in community transport. Here I think parish councils will have particular expertise. I would like to discuss with you having a community innovation fund.

You will also undoubtedly have suggestions for specific routes which I would like to know about and for officers to hear, in order to feed into the process of rendering for new routes.

Thank you for your help and if you are able to make it on next Wednesday I look forward to seeing you.

Yours sincerely,

Dan Norris

Dan Norris, Metro Mayor for the West of England

Wellow Brook Walk

At the Full Council meeting that took place on the 5th September, Members approved the commissioning of a health and safety audit at Wellow Brook Walk on completion of the works being undertaken.

We have been in contact with RoSPA who have come back to us with their service proposal for a Water Safety Review by site visit. We have, therefore, advised them that we will contact them with a date for the safety audit in due course. RoSPA will provide the services of a qualified Health and Safety Consultant to carry out the following services:

The consultant will familiarise themselves with the organisation and complete Review via site visit. We will receive a detailed report from the review with a RoSPA water risk rating score which will indicate our level of risk against similar assessed bodies of water of the same type around the UK. Once the consultant is on site and during the familiarisation process, should the consultant realise that additional days are required for the work to be carried out then this will be discussed with the organisation at the time.

Site Review

This is where RoSPA can check that the scheme has been developed as proposed, as in their experience they have found that schemes can and will differ from the plans for various reasons. Each segment is evaluated using the RoSPA risk rating tool. We will receive a detailed report, which will provide us with recommendations that are then made against any unacceptably high levels of risk. The aim is to ensure that the feature, once completed, provides an acceptably safe amenity for the local residents and that all stakeholders can be confident that the Water area is safe and has been designed responsibly.

Price of Service Delivery

For RoSPA to provide the professional services of one of their qualified and experienced consultants to conduct a Review and the production of detailed reports they will charge the following;

1 day

Members: £795+ VAT

Non Members: £890 + VAT

Travel

Site postcode: BA3 2EB

Travel cost: £131 + vat

Travel will be re-charged back to us at 65 pence per mile and is calculated on the basis of a return journey from RoSPA's headquarters to the site including any additional travel costs related to the site visit. Travel will be calculated from B15 1RP, Birmingham.

Accommodation (if required) will be a minimum of a three star hotel including evening meal and breakfast at a cost of £150 + VAT per night. The purpose of booking accommodation is to ensure that the consultant has enough time in the morning to be set up, ready for a 9.15am start. Should we prefer to arrange accommodation (if required) we can advise them when dates have been agreed.

White City Football Club

We have chased Parks Projects at Bath and North East Somerset Council, regarding the White City Football Pitch. They have advised us that they are working with the local club to let them use the space as an interim measure. In the meantime, they are chasing their property team for an update, but advise that everyone is really over-stretched. They will let us know when they hear anything.

Table Tennis Table – Dragonfly Leisure

Dragonfly Leisure are happy for us to arrange a site survey to determine the best location(s) for the table tennis table. However, they advise that the table tennis table is part of a more significant redesign of the area surrounding the leisure centre, so they are not yet able to guarantee that the location suggested fits within their overall plan. They have just submitted stage 1 of their lottery application and won't find out until Sept/Oct whether they have been successful.

We have advised Dragonfly Leisure that Councillors would like all of the plans in place before the table is ordered, and have asked them to confirm when the final design has been agreed, and funding obtained.

SVR - Green Recovery Fund Bid

The Somer Valley Rediscovered Greenspaces Project is approved!
(<https://www.westofengland-ca.gov.uk/news/key-measures-agreed-to-tackle-the-climate-and-ecological-emergency/>). The bid has been fully approved with no conditions that we are aware of, but awaiting further detail from WECA. A press release is in progress.