



Midsomer Norton Town Council

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Mayor: Cllr Lynda Robertson Town Clerk: Donna Ford PSLCC

**Minutes of the Meeting of the Finance and Operations Committee
held in the Assembly Room on
Monday 11th April 2022 at 5.30pm**

Present: Chair of Committee: Councillor Brian Lawrence

Councillors: Councillor Christian Griffiths
Councillor Gordon Mackay
Councillor Mike Moxham
Councillor Steve Plumley
Councillor Lynda Robertson (Mayor)
Councillor Richard Robertson

Also Present: Town Clerk: Donna Ford
Administrator: Caroline Brown

In Attendance: Two Members of the Public:
Glen Stansfield
Gareth Rogers

125	<u>Apologies for absence</u> Resolved: Apologies were received from Councillor Lynne Clement and Councillor Michael Evans.
126	<u>Declarations of Interest</u> There were no Declarations of Interest.
127	<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. Resolved: That in view of the confidentiality of Agenda Items 141 and 142 the Public and Press be excluded from the meeting.
128	<u>Minutes</u> Resolved: That the Minutes of the Finance and Operations Committee held on Monday 14 th March 2022 be signed and adopted as a correct record.
129	<u>Accounts for Payment –</u> Members reviewed the Schedule(s) of Accounts for March 2022:

	<p>(i) Purchases Under £250.00 (ii) Purchases Over £250.00</p> <p>Resolved: That the 'Schedule(s) of Accounts for Payment' for March 2022 be approved.</p>
130	<p><u>Monthly Reports</u></p> <p>Members received the Monthly Reports for March 2022.</p> <p>Resolved: That the monthly reports for March 2022 be noted with no issues arising.</p>
131	<p><u>EMR Transfers</u></p> <p>Members considered the transfers to the Ear Marked Reserves (EMR's).</p> <p>Resolved: Members approved the transfers to the Ear Marked Reserves.</p>
132	<p><u>Insurance</u></p> <p>Members considered the insurance quote prepared by WPS in conjunction with the Clerk to cover the extended sums insured of £5,542.37 incl IPT and WPS admin fee of £25.</p> <p>Resolved: Members noted the insurance quote prepared by WPS in conjunction with the Clerk to cover the extended sums insured of £5,542.37 incl IPT and WPS admin fee of £25.</p>
133	<p><u>White City Football Pitch</u></p> <p>Members considered the lease for White City Football Pitch.</p> <p>Resolved: Members approved the negotiations for the transfer of the lease from B&NES, of the football pitch at White City.</p>
134	<p><u>Board Game Tables</u></p> <p>Members considered the request for board game tables.</p> <p>Resolved: Members rejected the request for board game tables in the Town.</p>
135	<p><u>Grants</u></p> <p>Members considered the grant applications from the following:</p> <ul style="list-style-type: none"> • PEOPLE. (Enclosed). • Carnival Sponsorship Grant. (Enclosed). <p>Resolved: The grant application from PEOPLE was rejected on the grounds</p>

	<p>of sufficient reserves being held.</p> <p>The grant application for £10,000 from the Carnival Association was approved.</p>
136	<p><u>Photocopier Upgrade</u></p> <p>Members considered upgrading the office photocopier.</p> <p>Resolved: Members approved the upgrade of the office photocopier.</p>
137	<p><u>Biodiversity Net Gain (BNG)</u></p> <p>Members considered taking Biodiversity Net Gain forward.</p> <p>Resolved: Members approved taking Biodiversity Net Gain forward, with Councillor Christian Griffiths to arrange a meeting with Miriam Woolnough from B&NES.</p>
138	<p><u>WorkNest Early Renewal</u></p> <p>Members considered the early renewal of HR system WorkNest.</p> <p>Resolved: Members approved the early renewal of the HR WorkNest system.</p>
139	<p><u>Easter Event Plan</u></p> <p>Members considered the Easter Event Plan.</p> <p>Resolved: Members noted the Easter Event Plan, and agreed to fund the presence of a PCSO at the event.</p>
140	<p><u>Media and Communications</u></p> <p>Members considered the Media and Communications update from Councillor Gordon Mackay.</p> <p>Resolved: Members noted the Media and Communications update from Councillor Gordon Mackay and agreed to a review at the Full Council meeting in May.</p>
	<p><u>CONFIDENTIAL BUSINESS</u></p> <p>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 106 above refers).</p>
141	<p><u>Civic Awards</u></p> <p>Members considered the Civic Awards list of awards.</p>

	<p>Resolved: Members approved the list of categories for the Civic Awards and added the further category “Contribution to Community”.</p>
142	<p><u>Staff Salary Increase</u></p> <p>Members considered the pay rate for a member of the office staff.</p> <p>Resolved: Members approved the pay rate for a member of the office staff.</p>

Meeting closed at 7.04pm

Signed:(Chair)

Dated:

DRAFT