



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 14th March 2022 at 5.30pm

Present: Chair of Committee: Councillor Brian Lawrence

Councillors: Councillor Lynne Clement
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: Joanne Corbett

In Attendance: No Members of the Public

104	<u>Apologies for absence</u> Resolved: Apologies were received from Councillor M Evans who was ill.
105	<u>Declarations of Interest</u> There were no Declarations of Interest.
106	<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 Item 124 the Public and Press be excluded from the meeting.
107	<u>Minutes</u> Resolved: That the Minutes of the Finance and Operations Committee held on Monday 14 th February 2022 be signed and adopted as a correct record.
108	<u>Accounts for Payment –</u> Members reviewed the Schedule(s) of Accounts for February 2022: (i) Purchases Under £250.00

	<p>(ii) Purchases Over £250.00</p> <p>Resolved: That the 'Schedule(s) of Accounts for Payment' for February 2022 over £250.00 be approved. That the 'Schedule(s) of Accounts for Payment' for February 2022 under £250.00 be amended to correct the nominal code for post mix for bike racks from Buildbase and reflective tape for bike racks from Amazon.</p>
109	<p><u>Monthly Reports</u></p> <p>Members received the Monthly Reports for February 2022.</p> <p>Resolved: That the monthly reports for February 2022 be noted with no issues arising.</p>
110	<p><u>Annual Investment Strategy</u></p> <p>Members reviewed the Draft Annual Investment Strategy for 2022/23</p> <p>Resolved: That the Draft Annual Investment Strategy for 2022/23 was approved.</p>
111	<p><u>Internal Controls</u></p> <p>Members reviewed the Internal Control Procedures.</p> <p>Resolved: That the Internal Control Procedures were approved.</p>
112	<p><u>Annual Report of Midsomer Norton Town Council 2021-2022</u></p> <p>Members considered the Annual Report 2021-2022.</p> <p>Resolved: That the Annual Report 2021-2022 be approved, once dates for the Finance and Operations meetings have been added to the Calendar of Meetings May 2022 - April 2023. Councillor C Griffiths questioned the need for recording 'No Apologies' on the Councillor Attendance Record, and Councillor G Mackay asked if apologies could be given retrospectively.</p>
113	<p><u>Christmas Lights</u></p> <p>Members considered the arrangements for Christmas lights for 2022.</p> <p>Resolved: That B&NES will be offered the £2000 in our budget as a contribution towards the Christmas tree and lights this year. That Christmas lights should be a standing item on Finance and Operation agendas as Councillors plan for 2022 and 2023.</p>
114	<p><u>Introduction to Local Councils</u></p> <p>Members considered the Introduction to Local Councils online course.</p>

	<p>Resolved: That interested elected members would undergo the online Local Councils training course.</p>
115	<p><u>Grant Application</u></p> <p>Members considered the revenue grant application from the following:</p> <ul style="list-style-type: none"> • Dial a Ride. • SWALLOW. <p>Resolved: That grant applications for Dial a Ride and SWALLOW be refused, due to reserves held by both organisations.</p>
116	<p><u>Sponsorship Grant Application</u></p> <p>Members considered the sponsorship grants from the following for the Queens Platinum Jubilee:</p> <ul style="list-style-type: none"> • Methodist Church. • Midsomer Norton Cricket Club. • Silver Street Station. • Dragonfly Leisure. <p>Resolved: That sponsorship grants for the Queens Platinum Jubilee for the Methodist Church, Midsomer Norton Cricket Club, Silver Street Station and Dragonfly Leisure be approved.</p>
117	<p><u>Request for Bin</u></p> <p>Members considered the request for a bin on the Pit Path.</p> <p>Resolved: That three bins be purchased. One for the Greenway, one for the Town Park and one for another location following advice from the Town Warden and the Wombles litter picking group.</p>
118	<p><u>Location of Speed Camera</u></p> <p>Members considered the next location of the speed camera.</p> <p>Resolved: That the speed camera would be moved to Silver Street on the road going out of the town, after the 20mph sign.</p>
119	<p><u>Town Park Signage</u></p> <p>Members considered the signage for the Town Park.</p> <p>Resolved: That the information for the signage for the Town Park be approved, with the second version of <u>Development of the Town Park – 100 years in the making</u> selected.</p>
120	<p><u>Anti-Social Behaviour</u></p>

	<p>Members considered the restorative justice for the latest anti-social behaviour.</p> <p>Resolved: That an apology should be hand delivered to the Town Clerk, and a session of litter picking be arranged and supervised by PCSO Paul Thatcher for the incident of graffiti on the bin in the Town Park. That authority be delegated to the Clerk to make a decision on further similar issues, based on advice from the Police.</p>
121	<p><u>Postcodes</u></p> <p>Members considered the request from Councillor L Clement regarding postcodes.</p> <p>Resolved: That Councillors should forward any examples problems caused by the inclusion of 'Radstock' on mail sent to Midsomer Norton to Councillor L Clement, who will collate them and investigate the next steps to be taken.</p>
122	<p><u>Easter Event</u></p> <p>Members considered the Easter Event and Event Plan.</p> <p>Resolved: That the Easter Plan and Event Plan be approved.</p>
123	<p><u>Website Purchases and Expenditure</u></p> <p>Members considered the request from Councillor G Mackay to discuss a budget, and process, for website purchases and expenditure.</p> <p>Resolved: That a budget of £1000 be allocated for Councillor G Mackay to use for website software.</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>
124	<p><u>Staff Salaries</u></p> <p>Members noted the annual increment pay scale increase for the Clerk and Deputy Clerk.</p>

Meeting closed at 7:03pm

Signed:(Chair)

Dated: