



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 Meeting of the Finance and Operations Committee
held in the Assembly Room on
Monday 8th November 2021 at 5.30pm**

Present: Chair of Committee: Councillor Brian Lawrence

Councillors: Councillor Lynne Clement (5.31pm)
Councillor Michael Evans
Councillor Gordon Mackay
Councillor Mike Moxham (5.46pm)
Councillor Steve Plumley
Councillor Lynda Robertson (Mayor)
Councillor Richard Robertson

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

In Attendance: No Members of the Public

58	<u>Apologies for absence</u> Resolved: Apologies for absence were received from Councillor Christian Griffiths.
59	<u>Declarations of Interest</u> There were no Declarations of Interest.
60	<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 70 the Public and Press be excluded from the meeting.
61	<u>Minutes</u> Resolved: That the Minutes of the Finance and Operations Committee held on Monday 11 th October 2021 be signed and adopted as a correct record.
62	<u>Accounts for Payment –</u> Members reviewed the Schedule(s) of Accounts for October 2021 for: (i) Purchases Under £250.00

	<p>(ii) Purchases Over £250.00</p> <p>Resolved: That the 'Schedule(s) of Accounts for Payment' for October 2021 be approved.</p>
63	<p><u>Monthly Reports</u></p> <p>Members received the Monthly Reports for October 2021.</p> <p>Resolved: That the monthly reports for October 2021 be noted with no issues arising.</p>
64	<p><u>Midsomer Norton Town Park Signage</u></p> <p>Members considered the quote for the signage at the Town Park.</p> <p>Resolved: Members resolved to proceed with the quote from Fitzpatrick Woolmer for £12,000 plus VAT. To be funded by £7,500 from the Welcome Back Fund and the remainder match funded to a maximum of £15,000 from reserves as previously recommended to the Clerk at the Finance and Operations meeting on 13th July 2021 and ratified by Full Council on 6th September 2021.</p>
65	<p><u>Bus Shelter</u></p> <p>Members considered the quote for the removal of the bus shelter.</p> <p>Resolved: Members resolved to accept the quote from Bus Shelters Limited for £1,176.60 inclusive of VAT for the removal of the bus shelter.</p>
66	<p><u>Garden of Remembrance</u></p> <p>Members considered the report from the Garden of Remembrance Working Party.</p> <p>Resolved: Members noted the report from the Garden of Remembrance Working Party, in light of the letter from the Royal British Legion (RBL) to Councillor Lynda Robertson dated 2nd November. This letter informed the Town Council that the RBL have decided not to proceed with the Garden of Remembrance for the time being, however, they advised that they have plans to create something at the Welton Bag site when it is developed. The RBL expressed their gratitude to the Town Council for their support.</p>
67	<p><u>Grant Applications</u></p> <p>Members considered the following grant applications:</p> <ul style="list-style-type: none"> • P.E.O.P.L.E (Providing Ex-Offenders Positive Learning Environments). • Midsomer Norton Town Trust Sponsorship Grant.

	<p>Resolved: Members resolved the following:</p> <ul style="list-style-type: none"> • P.E.O.P.L.E (Providing Ex-Offenders Positive Learning Environments) – to refuse the grant and request P.E.O.P.L.E to redefine their need for the grant. • Midsomer Norton Town Trust Sponsorship Grant – to approve the grant for £25,000.
68	<p><u>Petty Cash</u></p> <p>Members considered the options for the petty cash.</p> <p>Resolved: Members resolved to stop using the petty cash and use the corporate card to make purchases.</p>
69	<p><u>Chairmanship Skills: How to Chair in-person Meetings and Events Effectively</u></p> <p>Members to consider the Chairmanship Skills course.</p> <p>Resolved: Members resolved to offer the course to all Councillors. The Office Staff to provide details to all Councillors.</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 19 above refers)</p>
70	<p><u>Tender</u></p> <p>Members to consider extending the deadline for the Street Marshal tender.</p> <p>Resolved: Members approved the extension of the deadline for tenders.</p>

Meeting closed at 6.12pm

Signed:(Chair)
Dated: