



Midsomer Norton Town Council

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Mayor: Cllr Gordon Mackay

Town Clerk: Katie Mason

FINANCE & OPERATIONS COMMITTEE

Minutes of the Finance & Operations Committee meeting held on Monday 16th October 2023 at 6:00pm at the Council Chambers, The Hollies, Midsomer Norton.

Members Present: Cllrs Lynda Robertson, Martyn Plant, Gordon Mackay, Shaun Hughes and Charlotte Lucas

Also Present: Town Clerk Katie Mason and Deputy Town Clerk Kate Egan.

Public Question Time – Informal session

There were no members of the public in attendance

33. Proposal to appoint a Chair of the Finance and Operations Committee

Cllr Lynda Robertson proposed Cllr Martyn Plant as Chair of the Finance and Operations Committee, this was seconded by Cllr Gordon Mackay and unanimously agreed. Cllr Martyn Plant was appointed as Chair of the Finance and Operations Committee.

34. Apologies for Absence

No apologies of absence were received

35. Declarations of Interest

(a) Members to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

(b) To receive written requests for dispensation for disclosable pecuniary interests.

(c) To grant any request for dispensation as appropriate

No declarations of interest or requests for dispensations were received from Councillors.

36. To confirm the Minutes of the Finance and Operations Committee Meeting held on 18th September 2023, previously circulated.

It was **RESOLVED** to accept the minutes of the Finance and Operations Committee held on the 18th September 2023 as a true record, these were signed and dated by the Chair.

37. Approval of Payments and Signature of the Monthly Bank Reconciliation

Proposal to approve and sign the Monthly Bank Reconciliation and note the Monthly reports.

It was **RESOLVED** to approve list of payments and the Monthly Bank Reconciliation which was signed by the Chair and the RFO. The Council noted the Monthly Finance Reports

38. To note the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return The notice commenced on Monday 2nd October and finished on Friday 10th November.

The Committee members noted the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.

Cllr Charlotte Lucas joined the meeting at 6.12pm

39. To Note the External Auditors Report and Certificate 2022/23

The smaller authority is required by law to publish its AGAR, including the signed external auditor report, by 30 September this year; however, we are unable to certify completion of our review work on the AGAR and supporting documentation prior to 30 September to allow the smaller authority to fulfil this requirement, as the period set by the smaller authority for the exercise of public rights does not expire until on or after 30 September 2023

The Committee members noted the Interim Report from the External Auditors, and a request was made that notice are more prominent on the website.

40. Grant Applications

(a) Somerset Youth Theatre grant application for £2,000

It was **RESOLVED** to approve half the grant application requested so awarding £1,000. The Youth Theatre was also recommended to approach neighbouring Councils for funding.

(b) Avon and Somerset Police grant application for £1,000

It was **RESOLVED** to decline the grant application.

(c) Midsomer Norton Carnival Club grant application for £8,000

It was **RESOLVED** to award the Carnival Club £8,000; this will be ratified at the Full Council meeting on 6th November.

41. Review of Policies

(a) Annual Risk Assessment

(b) Co-Option Policy

(c) Press and Public Participation Policy

It was **RESOLVED** for the above policies to be presented to the Full Council for approval and adoption.

42. To discuss and possible amend the 1st Draft of the Annual Town Council Budget for 2024-2025.

Due to time constraints, it was agreed to hold a Budget Meeting at the end of October where all Councillors will be invited.

43. Date of Next Meeting – Monday 20th November commencing at 6pm