



Midsomer Norton Town Council

Council Offices, The Town Hall, The Island, Midsomer Norton, BA3 2HQ
Phone: 01761 418701 Email: townclerk@msn-tc.gov.uk
Mayor: Councillor Gordon Mackay Town Clerk: Katie Mason

1 - Present

Cllrs Lynda Robertson, Shaun Hughes, Alun Pughe, Gordon MacKay (Chair), Martyn Plant, Martin Thatcher, Deborah Thatcher, Cheryl Scott, Tim Wells and Charlotte Lucas

Also in attendance Katie Mason (Town Clerk) and Kate Egan (Deputy Clerk)

2 - Public Question Time

Reverend Guy Scott opened the meeting with a Thought for the Day.

Cllrs Deborah and Martin Thatcher joined the meeting at 7.10pm

This section (at the Chair's discretion may last up to 20 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

There were two members of the public in attendance and one member of the Press.

3 - Apologies from Councillors

All Councillors were present.

4 - Declarations of Interest and Dispensations

1. 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.
2. To receive written request for dispensation for disclosable pecuniary interests
3. To grant any request for dispensation as appropriate

Decision: There were no Declarations of Interest or Requests for Dispensations

5 - Confirm Previous Minutes

To confirm the Minutes of the Town Council Meeting held on 8th January 2024

Decision: The Town Council RESOLVED to accept the minutes from the Town Council Meeting on 8th January 2024 as a true record, these were signed and dated by the Chair.

6 - Proposal to approve the new Business Plan for the Town Hall

Approval of the Business Plan

C Taylor Business Consultant was invited back to brief the updated business plan and answer any questions - Cllrs were invited to submit questions ahead of the meeting.

7 - Proposal for the siting of the Pot-Bellied Stile

Following an investigation and location of the Pot-Bellied Stile that was historically situated at the entrance to Wellow Brook.

It is proposed to reinstall the stile at Wellow Brook as a monument.

Decision: This was deferred to the next meeting as costs for installation had not yet been received.

8 - Proposal to set a date for the Annual Town Meeting

- The Annual Town Meeting is to be held between 1st March and 1st June and is a meeting of the electorate, this is when the annual reports are given, and guests are invited to give talks.
- The Annual Council Meeting is to be held in May and this is when the Mayor / Chair is elected and the accounts are approved and possibly the main policies, it is purely procedural.
- The monthly Council meeting will normally follow.

Decision: The Town Council RESOLVED to approve a date of Thursday 18th April for the Annual Town Council, location yet to be agreed.

9 - Service Level Agreement

A proposal to approve an SLA between the Town Council and Community Trust to run annual events for the benefit of the town.

Decision: The Town Council RESOLVED to approve the Service Level Agreement between the Town Council and the Community Trust; this will now be forwarded to the trustees of the Community Trust for approval.

10 - Mayor's Announcements

Newsletters are being produced on a regular basis containing pictures of the Mayor representing the Town Council at various events.

11 - Reports from the Town Council's Working Parties

Verbal updates and to consider any recommendations for decisions from the following working parties.

1. **Community Alcohol Partnership**
2. **Town Council Strategy Working Group**
3. **High Street Working Party:** The High Street Working Party are meeting in a couple of weeks, a residents meeting will also be scheduled.
4. **Media & Communications Working Group:** A meeting was being held online this week.
5. **Midsomer Norton Neighbourhood Development Plan:** This was briefly discussed. Cllr Cheryl Scott will review the Neighbourhood Plan. The locating funding was not applied for due to the tight deadline.

12 - Reports from Councillors representing Outside Bodies

Verbal reports from Councillors representing the Town Council on Outside Bodies

Cllr Martyn Plant gave a verbal update on the Community Trust and the future events for 2024. Wassail celebrations were held on Saturday 3rd February in the form of workshops and celebrations, this was well attended.

13 - To note reports from the following Committees and to ratify any actions

To receive an update from the Chairs of the following Committees

1. **Finance and Operations Committee:** One grant was awarded, and a discussion was also held about CIL monies.
2. **Planning Committee:** A Scheme of delegation was approved which seems to be working well.

14 - Clerk's Report

- Following an insurance claim in September 23, we have been notified that a denial of liability has been issued to the claimant (the claim cannot proceed any further).
- Silver Street Restorations - Town Warden has reinstated a rotten footbridge in the Nature Reserve.
- Chad's Well and the High Street section of River Somer cleared after the retirement of local volunteers - Town Warden
- West Clewes - pedestrian entrance - member of public request - an aerated grid is being quoted for to improve the accessibility issues associated with the muddy entrance.
- Town Hall update
- Grant fundraising update (COF application and Rural Fund Community Grant).

15 - Correspondence List

To note Correspondence received during the previous month.

- Parish and Town Nature Action Plans: Guidance for Parish and Town Councils, and West of England Rural Fund - forwarded 12.01.24
- Upcoming Local Plan Consultation - forwarded 12.01.24
- Report and Proposed Plans from B&NES for Changes to parking within the Island and the High Street in Midsomer Norton - forwarded 16.01.24

16 - Exclusion of the Press and Public

Under Section 1, Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Decision: The Town Council RESOLVED to exclude members of the Press and Public for the following two items.

17 - Successful Completion of the Probation Period for the Deputy Clerk

Following the conclusion of the six-month probation period of the Deputy Clerk and RFO, the proposal is to appoint her as a permanent member of staff.

Decision: The Town Council RESOLVED to approve the completion of the Probation Period for the Deputy Clerk.

18 - Staffing Proposal for new part-time members of staff.

Decision: The Town Council RESOLVED to approve the staffing proposal and appoint a part-time Administrator and a part-time Town Warden

19 - Date of Next Meeting

The next Full Council Meeting will be held on Monday 4th March commencing at 7pm.

The meeting closed at 8.59pm