

Agenda

|| - Full Council Meeting Agenda



Midsomer Norton Town Council
Council Offices, The Town Hall, The Island, Midsomer Norton, BA3 2HQ
Temporary Offices, Unit 14, South Road, Midsomer Norton
Phone: 01761 418701 Email: townclerk@msn-tc.gov.uk
Mayor: Cllr Gordon Mackay Town Clerk: Katie Mason

|| - Summons

To: All Members of Midsomer Norton Town Council,

You are hereby summoned to attend a meeting of Midsomer Norton Full Town Council for the purpose of transacting the following business. The meeting will be held on **Monday 8th April at 7.00pm** in the Council Chambers, The Hollies, High Street, Midsomer Norton

Katie Mason
Town Clerk

|| - Fire Safety – Evacuation Procedure / Recording Protocol

The fire escapes can be found at both ends of the Hollies Chamber, there is no fire alarm drill scheduled. On the sounding of an alarm all personnel are to evacuate into the Hollies car park.

The Council, members of the public and the press may film/record/photograph for live and/or subsequent broadcast this meeting only when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed/recorded/photographed should advise the Clerk (in advance) who will instruct that they are not to be included in the filming/recording/photographing.

|| - Thought of the Day

Thought of the day given by Reverend Guy Scott

1 - Apologies

For Information

2 - Public Question Time

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. *For Decision*

3 - Declarations of Interest

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

4 - Confirm Previous Minutes

For Decision

To confirm the Minutes of the Town Council Meeting held on 4th March 2024

For Decision

5 - Community Trust Grant Request (iaw SLA)

Katie Mason

Proposal to approve the Grant Application from the Community Trust for events to be held throughout the year.

6 - Town Trust Grant Request

For Decision

Proposal to approve the Grant Application from the Town Trust for a grant of £15,000 to help with running costs.

7 - Town hall redecorations

For Decision

Proposal to appoint a Contractor to decorate the Assembly Rooms, Stairs and Upstairs Toilets.

8 - To note the second interim Internal Audit for the Town Council

For Information

To note the second interim Internal Audit Report for Midsomer Norton Town Council and to action any recommendations.

9 - Discontinuation of the Town Council Newsletters

For Decision

Proposal to consider ending the Town Council's commitment to producing a monthly newsletter

10 - Discontinuation of attendance by Councillors at the Monthly Farmers Market

For Decision

Proposal to consider discontinuing the official Town Council presence at the Farmers' Market.

11 - Repairs to the Fingerposts in the Town *For Decision*

Proposal to consider obtaining a quote to have the MSNTC fingers signs painted.

12 - Additional Training for Councillors and Staff *For Decision*

Proposal to consider finding any costs with a view to inviting ALCA for Councillor and Staff Training.

13 - Approval of the Dispensation Policy *For Decision*

Proposal to approve and adopt the Dispensation Policy as recommended by the Finance and Operations Committee

14 - Mayor's Announcements *For Information*

15 - Clerk's Report *For Information*

1. Assistant Town Warden has begun employment with the TC, 16 hours a week effective 8 April 24.
2. Town Hall update.:
 1. Island work and Town Hall working together to complete respective works
 2. Guttering rear elevation
 3. Cross wall brick work
 4. Planning consent received
3. Cllrs in the Town Hall working party have been consulted on colour schemes for the Assembly Rooms. No decision yet made.
4. A Freedom of Information request was received (11 March 2024) concerning refurbishment costs for the Town Hall, this was responded to (14 March 24).
5. Update on grant applications (COF and Rural WECA).
6. Volunteer days with TCV and SVR in the Town Park for path construction in the Wild Meadow: 17th April, 23rd April, 1st May, 8th May.
7. Website (msn-tc.gov.uk) ready for launch - date
8. TC is working with B&NES, Community Trust and Age UK to host a workshop in Midsomer Norton to understand "What makes an Age Friendly Community"
["You can read more about Age Friendly Communities here."](#)

16 - To note reports from the following Committees and to ratify any actions *For Information*

To receive an update from the Chairs of the following Committees

1. Finance and Operations Committee held on 18th March
2. Planning Committee held on 18th March

17 - Reports from the Town Council's Working Parties *For Information*

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

18 - Reports from Councillors representing the Town Council on Outside Bodies *For Information*

Verbal reports from Councillors representing the Town Council on Outside Bodies

19 - Correspondence *For Information*

- Notice of the closure of the Halifax Branch in Midsomer Norton - forwarded 13th March 2024
- WESTlink Service Changes - forwarded 13th March 2024
- Extension of the Local Plan Consultation, the deadline is now 16th April - forwarded 29th March 2024

20 - Exclusion of the Press and Public *For Decision*

Proposal 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.

21 - Allotments *For Decision*

Katie Mason

Proposal to approve the annual rent review for the Allotment Association and agree the Lease for a further five years.

22 - Date of Next Meeting *For Information*

The next Full Council Meeting will be held on Monday 13th May commencing at 7pm following The Annual Council Meeting which will start at 6pm.