



Midsomer Norton Town Council

Council Offices, Town Hall, The Island, Midsomer Norton, Bath BA3 2HQ

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Mayor: Cllr Lynda Robertson Town Clerk: Donna Ford PSLCC

Minutes of the Meeting of the Council held in the Council Chambers, The Hollies, Midsomer Norton on Monday 3rd October 2022
Commencing at 7.00pm

Present:

Town Mayor:	Councillor L Robertson
Deputy Mayor:	Councillor G Mackay
Councillors:	Councillor L Clement
	Councillor C Griffiths
	Councillor B Lawrence
	Councillor P Moccock
	Councillor M Moxham
	Councillor M Plant
	Councillor S Plumley
	Councillor R Robertson

Also Present:

Town Clerk:	Donna Ford
Administrator:	Joanne Corbett

In Attendance:

Reverend Guy Scott
Councillor Shaun Hughes
Two Members of the Public
Two Members of the Press

Public Question Time

102	<p><u>Apologies for absence and to consider the reasons given</u></p> <p>Resolved: Apologies were received from Councillor M Evans. The apologies were noted.</p>
103	<p><u>Mayor's Announcements</u></p> <p>The Mayor gave a verbal report which was noted. The report covered:</p> <ul style="list-style-type: none">• Attendance of WECA Mayor Dan Norris at the Heritage Open Day launch event at Unit 14.• Councillors laying a wreath for Queen Elizabeth II and signing the Book of Condolence in the library.• The handing over of the keys for the Town Hall to the building Site Manager.• Attendance of The Rugby Club Annual Lunch.• Attendance of the Service of Commemoration for Queen Elizabeth II at Wells Cathedral.• Judging for the Carnival King, Queen, Prince and Princess• Attendance at Backhouse homes open day.• The Somer Valley Forum zoom meeting.

	<ul style="list-style-type: none"> The Welton Village Group meeting where Nigel Whitehead did a presentation on the Welton Bag Site.
104	<p><u>Town Clerks Report</u></p> <p>The Clerk's written report was noted.</p>
105	<p><u>Declarations of interest</u></p> <p>There were no Declarations of Interest.</p>
106	<p><u>Exclusion of the Press and Public</u></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 28.1.</p> <p>Resolved: Item 127</p>
107	<p><u>Minutes</u></p> <p>That the Minutes of the meeting of the Town Council held on Monday 5th September 2022 be signed and adopted as a correct record.</p>
108	<p><u>To receive Verbal Reports from the Town Councils Standing Committee</u></p> <p>Councillor G Mackay reported that the rescheduled Planning Meeting on Monday 26th September was well attended by members of the public.</p>
109	<p><u>To hear Reports from Councillors attending Meetings of Outside Bodies</u></p> <p>Councillor Gordon Mackay reported that he had attended the Cricket Club Youth Presentation as guest of honour, and the Farmer's Market to trial surgery replacements.</p>
110	<p><u>Accounts for Payment</u></p> <p>Resolved: Members reviewed the Schedule(s) of Accounts for Payment and authorised the payments for September 2022:</p> <ul style="list-style-type: none"> Purchases Under £250.00 Purchases Over £250.00
111	<p><u>Monthly Reports</u></p> <p>Members received the Monthly Reports for September 2022.</p> <p>Resolved: That the monthly reports for September 2022 be noted with no issues arising.</p>
112	<p><u>External Audit Report</u></p>

	<p>Members considered the external audit report.</p> <p>Resolved: That the external audit report be noted.</p>
113	<p><u>Town Hall Update</u></p> <p>Members received a verbal update on the Town Hall Transformation Project from Nicola Dyer, Project Manager from Greenwood Projects:</p> <ul style="list-style-type: none"> • Phase one is on schedule for completion on May 17th, 2023. • Phase 2 project manager procurement has completed with the appointment of Greenwood Projects, and architect procurement has commenced. • Contingency of £225 has been used for asbestos sampling, as approved by Councillors. • Monthly client and site meetings are taking place.
114	<p><u>Town Hall Insurance</u></p> <p>Members considered the insurance for the Town Hall Transformation.</p> <p>Resolved: The additional insurance for the town hall renovations be accepted.</p>
115	<p><u>Communications Working Party</u></p> <p>Members considered a number of proposals from the Communications Working Party.</p> <p>Resolved:</p> <ul style="list-style-type: none"> • Members approved the Communications Strategy. • Members approved the Replacement to Councillor Surgeries. Councillor Gordon Mackay to draft a schedule for Councillors to attend Saturday Farmer's Markets. Town Council banners to be used at these events. • Members approved the recruitment of a Town Crier. An advert is to be drafted for a Town Crier to be appointed for an annual £100 stipend. Councillor Richard Roberts to contact The Ancient and Honourable Guild of Town Criers and the Local Company of Town Criers about the appointment process. Councillor Mike Moxham to contact the Town Crier from Norton Radstock about the livery. • Members approved the Social Media Policy.
116	<p><u>Street Marshal Recommendation</u></p> <p>Members considered the recommendation from the Marshal Report.</p> <p>Resolved: That a letter be sent to B&NES licensing team raising concerns about the lack of door staff at Charcoal Grill on the High Street, and that the issue be discussed at the next CAP meeting.</p>
117	<p><u>Paulton Road Pedestrian Crossing</u></p>

	<p>Members considered the request for pedestrian crossings on Paulton Road.</p> <p>Resolved: That Paulton Road be added to the list of locations for the speed camera and this location be prioritised in order to gather data before applying to B&NES for zebra crossings. That the Town Council apply to B&NES for double yellow lines on Chilcompton Road from Redfield Road to Hillside Road at the road junction at Laburnum Grove.</p>
118	<p><u>Silver Street Pedestrian Crossings</u></p> <p>Members considered the request for a pedestrian crossing on Silver Street.</p> <p>Resolved: That the Town Council name be added to 109 currently on the petition created by Councillor Gordon Mackay.</p>
119	<p><u>Custom Ties</u></p> <p>Members considered purchasing custom ties and scarfs for the Council.</p> <p>Resolved: That ties and scarfs are not required, but the purchase of Town Council pin badges or lanyards should be costed and considered. Councillors would be asked to pay for their own pin badge or lanyard.</p>
120	<p><u>Town Warden Van Lease</u></p> <p>Members considered the proposal from the Warden Transport working party.</p> <p>Resolved: To accept the quote for the Toyota Proace from Athlon at £237.39 per month. The payment includes a maintenance package.</p>
121	<p><u>Hedge Trimmer</u></p> <p>Members considered quotes to purchase a hedge trimmer.</p> <p>Resolved: To purchase the 525HE3 hedge trimmer at £879.00. An audit of the Town Warden's equipment is to be undertaken, with condition noted so future replacement costs might be predicted. An audit of the areas of Midsomer Norton that he manages and the work he undertakes to be compiled in order to evaluate the cost effectiveness of each job if carried out by the Town Warden or an appointed company.</p>
122	<p><u>Community Grant Application</u></p> <p>Members considered the following grant application:</p> <ul style="list-style-type: none"> • Small Stuff Baby Bank. <p>Resolved: That the grant application from the Small Stuff Baby Bank was unsuccessful.</p>

123	<p><u>Sponsorship Grant Application</u></p> <p>Members considered the sponsorship grant application from the following:</p> <ul style="list-style-type: none"> • Midsomer Norton Youth Programme. <p>Resolved: To defer this item to the next precept meeting for discussion there.</p>
124	<p><u>Planning Committee Meetings</u></p> <p>Members considered the timings for Planning Committee meetings.</p> <p>Resolved: To maintain the current cycle of monthly Planning Meetings, convening additional meetings if deemed necessary. The Town Clerk is to raise the issue with other NALC officers for possible solutions.</p>
125	<p><u>Christmas Tree and Lights</u></p> <p>Members considered the correspondence from B&NES regarding the Christmas tree and request for a financial donation towards the cost of the Christmas tree and lights.</p> <p>Resolved: To write to B&NES to offer the £2000 allocated for Christmas tree and lights in this year's budget. To consider the cost of Christmas tree and lights in the budget for December 2023.</p>
126	<p><u>Drawdown of PWLB Loan</u></p> <p>Members approved the draw down from the PWLB of £590,000.</p>
CONFIDENTIAL	
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)	
127	<p><u>Town Hall Phase II</u></p> <p>Members received a verbal update on the Town Hall phase II programme from Nicola Dyer, Project Manager from Greenwood Projects and Town Clerk Donna Ford.</p>

Meeting closed at 9:33pm

Signed:

Dated: