



## Midsomer Norton Town Council

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Mayor: Councillor Martyn Plant Locum Town Clerk: Lee Jakeman

### 1 - Present

Cllrs Lynda Robertson, Shaun Hughes, Deborah Thatcher, Wendy Gregory, Cheryl Scott, Charlotte Lucas, Martyn Plant (Chair)

Apologies were received from Cllrs Gordon MacKay and Tim Wells

Also in attendance - Lee Jakeman (Locum Town Clerk), Kate Egan (Deputy Town Clerk) and Jo Corbett (Office Manager)

### 2 - Welcome

Cllr Martyn Plant welcomed everyone to the meeting.

### 3 - Declaration of Interest

1. Members to declare any interests which are not currently entered in the member's register of interests, or 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 declaration of interests for requests for dispensations from the Councillors.

### 4 - Public Session

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.

### 5 - Mayor's Announcements

The Council noted the Mayor's Announcements, they had been sent out prior to the meeting.

### 6 - Confirmation of Previous Minutes

To confirm the Minutes of the Town Council Meeting held on 3rd June 2024

### Decision:

The Council RESOLVED to accept the minutes from the Town Council Meeting held on 3rd June 2024 as a true record, these were signed and dated by the Chair.

## **7 - Allocation of Grants from Midsomer Norton**

Proposal to approve Grant applications for the first award of 2024-2025. Applications have been received from the following. Copies of the applications have been sent separately.

1. Avon Somerset Police - £1,000
2. Dial A Ride - £1,000
3. Farenheit Baton Twirlers - £1,000
4. Somerset Farmers Market - £4,500 over three years, £1,500 each year
5. MHA Communities - £782.40
6. Midsomer Norton Netball Club - £1750
7. Swan Advice Network - £983
8. Midsomer Norton Rugby Football Club - £800
9. Trauma Breakdown - £5,000
10. Hearttalks CIC £1,000

### **Decision:**

In reviewing the applications submitted members noted that the total value of the requests exceeded the amount budgeted for. Members further noted that the grants policy caps the maximum level of grant at £1,000. Members also considered in general that grants for new or novel applications should be given support ahead of standard revenue costs for organisations.

The Council RESOLVED to approve the following grant applications and award the monies requested: -

- Dial A Ride - £1,000.00
- Somerset Farmers Market - £1,000.00
- MHA Communities - £782.40
- Midsomer Norton Netball Club - £500.00
- Swan Advice Network - £983.00
- Midsomer Norton Rugby Football Club - £800.00
- Heart talks CIC - £1,000

The Council also RESOLVED that the following application lacked sufficient detail for a decision to be made (and that the Clerk should write to unsuccessful applicants in order they might submit an application).

- Avon Somerset Police
- Farenheit Baton Twirlers
- Trauma Breakdown

Midsomer Norton Netball Club, although awarded a small amount will be contacted for further information.

## **8 - Connect Youth South West (YCSW)**

To receive correspondence from YCSW regarding a planned consultation on a review the need of young people in relation to youth work and to consider the use of the draft youth service consultation questionnaire prepared by the YCSW.

### **Decision:**

The Council NOTED the correspondence and supported the questionnaire although further information will be requested as to how the consultation would be managed.

## 9 - Committees

1. Proposal to elect a Councillor to the Staffing Committee and the Planning Committee
2. To agree a date for a Staffing Committee Meeting
3. To consider moving the Finance and Operations Committee currently scheduled for Monday 15th July 7pm to Monday 22nd July due to unavailability of Councillors.

### **Decision:**

1. **Proposal to elect a Councillor to the Staffing Committee and the Planning Committee**

The Council RESOLVED Cllr Wendy Gregory be appointed to the Planning Committee, this was proposed by Cllr Cheryl Scott and seconded by Cllr Deborah Thatcher.

Cllr Martyn Plant proposed Cllr Cheryl Scott be appointed to the Staffing Committee and was seconded by Cllr Lynda Robertson. The vote was not carried.

2. **To agree a date for a Staffing Committee Meeting**

The Council RESOLVED that a provisional date of 5th August at 5.30pm but this will be confirmed once room availability is confirmed.

3. **To consider moving the Finance and Operations Committee meeting currently scheduled for Monday 15th July 7pm to Monday 22nd July due to unavailability of Councillors**

The Council RESOLVED to move the Finance and Operations Committee meeting, but the 22nd clashed with a Town Trust Meeting so the Chair of the Finance Committee and the RFO will agree a date between them.

## 10 - Strategy Development

1. Proposal that the contractor appointed begins the Strategy developments works for the Council before the summer recess.
2. Councillors identify dates that are most likely to be suitable for a strategy visioning day, the idea was to hold this on a Saturday.

### **Decision:**

1. **Proposal that the contractor appointed begins the Strategy developments works for the Council before the summer recess.**

The Council RESOLVED that Council HR and Governance Support be contacted to start producing the questionnaire so Councillors can start putting together responses over the summer recess.

2. **Councillors identify dates that are most likely to be suitable for a strategy visioning day, the idea was to hold this on a Saturday.**

The Councillors RESOLVED to delay the strategy visioning day until the results of the questionnaire have been compiled.

## **11 - Town Hall Update**

To receive an update from the Town Clerk regarding elements of the Town Hall Project and consider funding elements associated but outside of the scope of the fixed price project.

### **Decision:**

The Council RESOLVED to delegate to the Town Clerk to appoint a competent contractor for the removal of chattels from the Town Hall and their storage until they can be returned to the Town Hall for about 3-4 months.

The Council also RESOLVED to delegate to the Town Clerk to appoint a competent contractor, to provide sufficient dehumidifiers to remove damp from existing walls.

## **12 - To note reports from the following Committees and to ratify any actions**

To receive an update from the Chairs of the following Committees

- Finance and Operations Committee
- Planning Committee

The Council NOTED the verbal updates from the Chairs of the Finance and Operations Committee and the Planning Committee.

## **13 - Reports from Councillors representing Outside Bodies**

Verbal reports from Councillors representing the Town Council on outside Bodies

There were no reports from Councillors representing the Town Council on outside Bodies.

## **14 - Exclusion of the Press and Public**

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.

### **Decision:**

The Council RESOLVED that 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.

## **15 - Allotment Lease**

Proposal to accept the conditions and yearly rental for the Allotments. This is following the negotiations between the Working Party and the Allotment Association.

### **Decision:**

The Council RESOLVED to accept the conditions and yearly rental for the Allotments. These will now be passed to the Allotment Association for approval and signature.

## **16 - Staffing Issues**

To receive an update regarding the recruitment process for the post of office administrator and to confirm the appointment.

### **Decision:**

The Council RESOLVED to confirm the appointment of the Office Administrator as advised in the Report on the topic, distributed with the agenda.

## **17 - Date of Next Meeting**

The next Full Council Meeting will be held on Monday 2nd September commencing at 7pm

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