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Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given by noon on the day of the meeting on:

info@sheptonmallet-tc.gov.uk or 01749 343984.

As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken. A record of public participation shall not be included in the Minutes, but as an appendix note to the Minutes of the meeting.

Wednesday 16th February 2022

To: Cllrs D Crisfield, C Inchley, G Kennedy, M Lovell, G Mayall, T O'Connor (Chair), M Stadtruckerova and B Stokes-Stephens. A McGuire and M Harrison (Ex Officio)

You are summoned to a **Meeting of Shepton Mallet Town Council Arts, Culture and Tourism Committee** to be held at **7.00 pm** on **Tuesday 22nd February 2022** in the **Council Chamber, Mendip District Council Offices, Canards Grave** where the following business will be transacted.

Yours sincerely

Liz Evans

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Assistant Town Clerk/ RFO

AGENDA FOR THE ARTS, CULTURE & TOURISM COMMITTEE MEETING

Tuesday 22nd February 2022

Covid-19 Statement – See Appendix A

Capacity of the room is limited to 23 people and therefore members of the public are restricted and will be based on a first come basis.

Public question time, not to exceed 30 minutes

If a member of public wishes to share a document with council, these documents must be submitted to Info@sheptonmallet-tc.gov.uk by noon on the day of the meeting.

ACT3.1 To receive any apologies for absence

ACT3.2 Declaration of interest of matters related to this agenda

ACT3.3 Chairman's Announcements

ACT3.4 To approved the minutes of the ACT Committee held on 12th October 2021.

ACT3.5 Jubilee celebrations update

To receive a written report from Cllr M Berkeley with an update on the Jubilee Celebrations in June 2022.

ACT3.6 Winter Series completion

To receive a written report from Cllr T O'Connor with an update on the completion of the Winter Series.

ACT3.7 Events 2022/23

To receive a written report from the Responsible Financial Officer (RFO) and the Democratic Support Assistant (DSA) on the events and occasions throughout 2022 and 2023

ACT3.8 Innovator awards 2022/23

To receive a verbal report from Cllr B Stokes- Stephens with a proposal for the Innovator awards 2022/23. A Budget of £600 is available.

ACT3.9 Community Grant updates

To receive a written report from Cllr T O'Connor on the Community Grants given for the financial year 2021/22.

ACT3.10 ARTS Forum update

To receive a written report from Cllr T O'Connor with an update from the ART's forum.

ACT3.11 Collett Park Day update

To receive a written report from Cllr M Berkeley with an update from the Collett Park Day 2022 working party.

ACT3.12 Somerset Food Trail update

To receive a verbal update from Cllr B Stokes-Stephens on the current position of the Somerset Food trail.

ACT3.13 Hello Shepton Tourism website

Councillors to receive a written report from Cllr M Berkley on the implementation of the Hello Shepton Tourism website.

ACT3.14 Priority Fundraising

Councillors to verbally discuss the top three priority fundraising Ideas for the Arts, Culture and Tourism Committee.

ACT3.15 Financial update

To receive a written report from the Responsible Financial Officer on the financial position of the Arts, Culture and Tourism Committee at position at Month 10.

ACT3.16 Date & Time of Next Meeting

The next meeting of the Arts, Culture and Tourism committee will be held on Tuesday 3rd May 2022 In the Committee room.

Appendix A – Covid-19 Statement

Management of Meetings at Shepton Mallet Town Council

1. Councillors and members of the public must enter the hall one at a time at least 2m apart, unless they are from the same household.
2. Councillors must use the hand sanitiser provided on entering the hall.
3. Windows/doors will remain open to allow sufficient ventilation.
4. Members will be seated to socially distance and the chairs must not be moved to any other location at any time during the meeting.
5. Face masks must be worn when entering the meeting and during the meeting unless speaking to an item on the agenda.
6. No papers will be circulated at the meeting.
7. Councillors must leave the hall one at a time at least 2m apart, unless they are from the same household.
8. Councillors are encouraged to bring their own water to drink, if required.
9. Should the number of public wishing to attend result in there being more than the maximum number of people allowed in the Council Chamber under the various regulations, the agenda may be varied to allow for each to hear the debate on the item for which they have attended. If all members of the public attending for one particular item result in there being more than the maximum number of people allowed in the main hall under the various regulations, the Chairman may decide to defer the item or to deal with it in such a way as to hear all the contributions. One such way of dealing with the matter is for the meeting to adjourn outside where social distancing could be reduced to 1.5m. The verbal instructions of the Clerk and/or Chairperson in respect of compliance with these guidelines, the risk assessments and/or the various Covid-19 regulations must be complied with at all times for the safety of all those attending or wishing to attend.