

# MILBORNE PORT PARISH COUNCIL

## NOTICE OF MEETING

The next Full Parish Council Meeting will be held on **Tuesday 6<sup>th</sup> February 2018** at 7.00pm at the Town Hall.

All Members are summoned to attend the above meeting.

*Emma J. Curtis*

**Emma Curtis – Clerk to Milborne Port Parish Council**

### AGENDA

**Public Question and Comment Time – Max time allowed 30 minutes** (Please note this is the only time throughout the meeting the public are permitted to speak)

**Receive any reports from County Councillor William Wallace, District Councillor Sarah Dyke and Parish Councillors**

1. Apologies for Absence
2. Declarations of Interest
3. Confirm and approve minutes of the Full Parish Council meeting held on **Tuesday 2<sup>nd</sup> January 2018**.
4. Note circulation of the draft Planning and Open Spaces and Footpaths Committee minutes dated **Tuesday 16<sup>th</sup> January 2018**.
5. **Planning**
  - 5.1 Consider the following **Planning Applications**:  
**17/04795/FUL** The erection of 2 dwellings with new rear access and parking  
*Gainsborough Corner, Newtown*
  - 5.2 Note the following **Planning Approval**:  
**17/04383/LBC** Carrying out of internal and external alterations to include refurbishment of the old stables, old butler's accommodation, scullery and garage and the erection of an extension to form media/games room  
*Ven House, London Road*
6. Review and update Action List
7. Churchyard pathway update and consider quotations (Mr Lock – Papers attached)
8. Consider options for working with Parish Magazine (Mr Oldham)
9. Re-election of Parish Council nominated Trustee on Commonalty Charity Lands Committee (Letter attached)
10. Consider Councillor attendance at Church House Meet and Greet Event 10<sup>th</sup> March 2018

If any person who wishes to attend the meeting has mobility issues, please let the Clerk know prior to the meeting and we will endeavour to relocate to a more suitable meeting space.

Emma Curtis, Parish Clerk: Tel: 01963 251268 Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

11. Consider Somerset Library Service Consultation (Papers attached)
12. Update from meeting with Mr Falbo (Mr Tizard and Mr Oldham)
13. Consider options for adverse possession and related matters (Mr Oldham – Paper attached)

**14. Finance**

**14.1** Note **Notice of Conclusion of Audit and Certified Annual Return** for the year ended **31<sup>st</sup> March 2017** and note comments made by auditor.

**14.2** Note circulation of current **Financial Statements** dated **30<sup>th</sup> December 2017** (Attached)

**14.3** Approve the following **Payments:**

Emma Curtis – Burial Fees (Warren)	£20.00
Mrs E Francis – Town Hall Cleaner (December)	£80.00
SSDC – Annual playground inspections Inv: 04510095741	£188.40
Mrs E Francis – Town Hall Cleaner (January)	£100.00
Grant Thornton – Audi Fees Inv: 8776712	£810.00
SSDC – Dog bin emptying Inv: 06000034618	£254.40
Emma Curtis – Microsoft Office OneDrive Subscription	£79.99
K M Dike Nurseries – Grounds Maintenance Inv: 263	£1,006.82
Midwest Office Equipment Ltd – Stationery Inv: 00048871	£42.82
SSDC – Dog bin emptying Inv: 06000034912	£254.40

**14.4** Note the following **Direct Debits:**

Water 2 Business (Allotments)	£88.75
Water 2 Business (Town Hall)	£45.18
BT – Mobile Phone	£18.00
BT – Broadband and Telephone	£248.47
BT – Mobile Phone	£18.00

**15. Correspondence**

**15.1** Consider the following **Correspondence:**

- Email regarding the Old Telephone Exchange
- Letter from the Playing Fields Management Committee regarding Springfield Road Car Park
- Letter from the History and Heritage
- Email from lady wishing to undertake a barber's business at the Town Hall

**15.2** Note the following **Correspondence:**

- Speed Indicator Device (SID) results Oct/Nov 2017
- Confirmation of termination of the Speed Indicator Device (SID) Programme
- Letter from Land Registry confirming negotiation period
- Letter from resident regarding Parish Council draft minutes
- Email from Spirit of Milborne Port with accounts and treasurers report

**16.** Newsletter and Communications

**17.** Confirm the date of the next **Full Parish Council Meeting** as **Tuesday 6<sup>th</sup> March 2018.**

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