

MILBORNE PORT PARISH COUNCIL

NOTICE OF MEETING

The next Full Parish Council Meeting will be held on **Tuesday 6th March 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 6th February 2018**.
4. Note circulation of the draft Planning, Finance and HR Committee minutes dated **Tuesday 20th February 2018**.
5. Discussion regarding Libraries Consultation with Somerset Council representatives and members of the Friends of Milborne Port Library
6. **Planning**
 - 6.1 Consider the following **Planning Applications**:
 - 18/00582/LBC** The carrying out of internal alterations to include the removal of modern walls and ceilings
Medlycott Centre, Gainsborough
 - 18/00404/FUL** The erection of an ancillary self-contained annex
68 Manor Road
 - 18/00478/LBC** Replacement front door
35 Newtown
 - 6.2 Note the following **Planning Refusals**:
 - 17/03964/OUT** Outline application for residential development for up to 56 dwellings including access
Land OS 0059, Station Road
 - 17/04795/FUL** The erection of 2 dwellings with new rear access and parking
Gainsborough Corner, Newtown

6.3 Note the following **Amended Decision Notice:**

17/02519/S73A Application to vary condition No. 02 (approved plans) in order to re-site plots 3 and 4 and installation of a roof light on Plot 5
Land at Nursery House, Wheathill Lane

7. Review and update Action List (Attached)

8. Review and amend if necessary the following Parish Council documents (Attached):

- Standing Orders
- Publication Scheme
- Equal Opportunities Policy
- Health and Safety Policy
- Grievance Procedure
- Dignity, Bullying and Harassment Advice Note
- Disciplinary Procedure
- Social Media Policy
- Recording of Parish Council Meetings Policy
- Complaints Procedure
- Financial Regulations

9. Consider response to questions raised in Public Question Time at the previous meeting

10. Consider entry into this years South West in Bloom

11. Consider quotes for fire safety improvements within the Town Hall (Paper attached)

12. Confirm wish to proceed with Housing Needs Survey (Paper attached)

13. Consider request to service churchyard lawnmowers (Email attached)

14. Consider Public Path Diversion Order Footpaths WN 17/5 & WN 17/8

15. Finance

15.1 Note circulation of current **Financial Statements** dated **31st January 2018** (Attached)

15.2 Approve the following **Payments:**

Emma Curtis – Petty Cash	£50.00
SSDC – Ranger labour Inv: 06000035079	£754.80
HMRC - Tax and NI	£358.35
Mrs E Francis – Town Hall Cleaner February 2018	£80.00
Mr J Oldham – Reimbursement for LED lamp	£16.17

15.3 Note the following **Direct Debits:**

BT – Mobile Phone	£18.00
-------------------	--------

15.4 Note Out of Committee approval for printing of the Welcome Pack cover and leaflets

15.5 Approve and sign bank transfer request to transfer £20,000 from the saver account to current account

16. Consider the following **Correspondence** (All attached):
- Letter from Football Club regarding dog fouling at the Playing Fields
 - Email from WI requesting an extra electrical socket in the WI room
 - Email regarding service of Re-Dedication at The Ball Court
 - SSCAT email regarding possible grant
 - Email requesting Parish Council members manning the gate for the village fete
 - Letter from Chairperson of the Village Hall Management Committee regarding Parish Council member
 - Email from Radio Ninesprings
17. Newsletter and Communications
18. Confirm the date of the next Full Parish Council Meeting as **Tuesday 3rd April 2018.**