

Milborne Port Parish Council

NOTICE OF MEETING:

The next **Full Parish Council Meeting** will be held on **Tuesday 4th June 2019** at **7.00pm** in the Town Hall.

To all Members of Milborne Port Parish Council, you are hereby summoned to attend the above meeting, to resolve on the business as outlined below:

Signed:



Mr Simon Pritchard

Locum Clerk to Milborne Port Parish Council

7:00pm – 7:30pm

Public Question and Comment Time:

Before the start of the meeting the Public are given the opportunity to ask questions of the Council or pass comment. Once the formal meeting has started the Public can only speak at the discretion of the Chairman. This part of the meeting is not recorded in the minutes as it doesn't form part of the formal meeting.

Reports from County Councillor William Wallace, District Councillor Sarah Dyke and Parish Councillors:

Formal meeting to start by 7:30pm

Agenda:

- I. Apologies for absence:**
To receive any apologies for absence
- II. Declarations of interests:**
Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Councils Code of Conduct.
- III. Adoption of minutes:**
Annual Council Meeting 14th May 2019
- IV. Action List:**
Review and update (Attached).
- V. Canadian Solar £30,000 Grant:**

Members to resolve the project to spend the grant money on (Results of the project scoring attached)

VI. Internal Audit 2018/19:

To receive the internal audit report for 2018/19 and to consider any recommendations (Attached).

VII. Annual Governance Statement 2018/19:

To consider and approve the Council annual governance statement (Attached)

VIII. Annual Accounting Statement 2018/19:

To consider and approve the Councils annual accounting statement (Attached)

IX. To Confirm dates for the period of the exercise of public rights:

The Clerk recommends - Monday 17 June to Friday 26 July 2019

X. Council Finance

A. Payments:

Members are asked to approve the following payments:

1. Cllr Laughton - £14.60 – Paint & Screws
2. Cllr Lock - £178.97 – In bloom expenses
3. S.S.D.C. - £254.40 – Emptying of dog bins (May 2019)
4. Amberol - £277.92 – Flower Tub (in bloom) (reimbursement to Cllr Lock as expense already incurred)
5. KM Dike - £1,128.98 – Ground maintenance (March 2019)
6. Mr S. Pritchard - £450.00 – Locum Clerk services
7. E. France - £100.00 – Town Hall cleaning
8. Mr Pulham - £130.00 – Cleaning playing fields toilets
9. HMRC - £450.00 – PAYI & NIC (April & May 2019)
10. E Curtis - £26.22 – (April & May 2019 underpayment)

B. Grant payments:

Members are asked to approve the following grant payments:

1. Spirt of Milborne Port - £500.00
2. Playing Fields Management Committee - £4,145.00
3. The Primary School - £1,567.00
4. The Village Hall Management Committee - £1,536.00

C. Standing Orders & Direct Debits

Members are asked to note the following payments:

1. £18.00 BT (Clerks phone)
2. £1,087.80 (Staff salary payments)
3. £1,692.75 (PWL Repayment)

D. Receipts:

Members to note:

1. £115.00 – Sale of mugs
2. £200.00 – Cemetery fees
3. £9,555.33 – VAT refund (2018-19)

XI. Planning applications:

To receive any planning applications made to South Somerset District Council and resolve upon. The Council reserves the right to receive further applications not listed below at this meeting.

19/01413/R3D - Land Adj to 1 Piece Road Piece Road Milborne Port Sherborne Dorset

Proposal: Outline application with all matters reserved for the erection of 2No. dwellings

(see SSDC planning Website for documents supporting the application).

XII. Allotments coordinator:

Members are asked to appoint someone to be the Council's allotments coordinator.

XIII. Committee membership:

Members are asked to confirm the appointment of Cllr's Campbell & Gough to the Finance Committee.

XIV. Playing Fields Management Committee additional football pitch request:

The Parish Council has received a request from the PFMC for the Parish Council to undertake a project to turn the unused Rugby pitch, into a playable Football pitch. This will require significant improvement to the drainage of the area.

- A. Members are asked to resolve if to adopt this project as a Parish Council project and set a budget accordingly.
- B. If the Council resolves to adopt the project under A, the Council should further consider if it will apply for S106 funding to pay for the project.

XV. Newsletter and communications:

Members to suggest news stories to Cllr Stewart as lead Member

XVI. Confidential session:

Members are asked to consider passing a resolution to exclude the press and the public from agenda items XVII & XVIII due to item XVII relating to a legal matter and item XVIII relating to a staffing matter.

XVII. Bus shelter up-date:

To receive a verbal update to the latest legal position with the bus shelter

XVIII. Staffing matter:

To receive a verbal update as to the latest position

If any member of the public wishes to attend the meeting and has mobility issues, please let the Clerk know prior to the meeting and we will endeavour to relocate to a more suitable meeting space. Tel: 01963 251268 Email: clerk@milborneportpc.org.uk