

Milborne Port Parish Council



NOTICE OF MEETING:

The next **Full Council Meeting** will be held on
Tuesday 1st October 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

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

7:00pm – 7:15pm

❖ **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.

Formal meeting to start by no later than 7:15pm

Agenda:

1) Apologies for Absence:

To receive any apologies for absence

2) 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.

3) Adoption of Minutes:

Full Council Meeting: Tuesday 3rd September 2019

4) Reports from County Councillor William Wallace & District Councillor Sarah Dyke:

To receive a verbal report from the County and District Councillors

5) Motion to Full Council - Climate Emergency:

This council recognises that we are in a climate emergency that requires urgent action at all levels of government, including Parish Councils.

The council commits to tackling climate change and promoting climate repair across all of its activities, including procurement, utilisation of grant funding, planning, and management of buildings and open spaces. It commits to using its powers to promote sustainable and net-carbon neutral developments, to preserving and increasing biodiversity, to reducing car use, and encouraging walking, cycling and public transport. It commits to ensuring that the land it manages is maintained in a way that maximises carbon capture and biodiversity, and prevents species extinction.

The council commits to community engagement, and to supporting efforts to convene a climate emergency group, which with wide representation, including councillors, residents, young citizens and other stakeholders, will assist in helping the council reach its goals for carbon neutrality across the full range of its activities.

Proposer: Cllr Fletcher

Seconder: Cllr MacArthur

6) Scribe Accounting Software:

The RFO recommends that the Parish Council subscribes to Scribe Accounting Software at a cost of £416.40 per annum and that all of this year's accounts are immediately moved over onto this platform.

7) Parish Council Payments:

A. Payments:

Members are asked to approve the following payments:

1. SSDC – Hanging Baskets - £1440.60
2. SSDC - Dog Bins September - £254.40
3. SSDC – Ranger Labour - £754.80
4. Mr S Pritchard - Locum Clerk Services September - TBC
5. Mr S Pritchard – Expenses September - TBC
6. SLCC – Membership for Clerk - £68.00
7. Midwest Stationers – Office Sundries - £400.76
8. Midwest Stationers – Office Sunday - £5.88
9. Milborne Port Computers – Live Drive Backup (Annual) - £48.00
10. Spectrum Electrical Group – Connection of mobile library - £331.80
11. HMRC – PAYE - £122.00
12. PKF Littlejohn - External Audit 2018/19 - £480.00

Further invoices for payment maybe tabled on the day of the meeting at the discretion of the Council.

B. Standing Orders & Direct Debits:

Members are asked to note the following payments:

1. BT - Mobile August 19 - £13.03 (REFUND)
2. Toilet Cleaner: September - £130.00
3. Town Hall Cleaner: September - £100.00

8) Council Grants – Play-Days:

Members are recommended to make a grant of £250 to Play-Days towards the cost of the event that took place in August.

9) Committees Restructure:

To ratify the recommendation of the Full Council workshop (See report).

10) Emergency Plan Working Group:

The emergency plan for the Parish needs to be revisited and updated, Members are asked to appoint some Councillors / Residents to a working group to undertake the work.

11) New Play Equipment:

Members to determine if to spend £1,792 on a Scramble Climber for Gainsborough or to wait until a bigger project is pulled together.

12) External Audit Result 2018/19:

To receive the result and certificate of the external audit for 2018/19

13) Planning Applications:

To receive any planning applications made to South Somerset District Council and resolve upon them.

No planning application had been received by the time the agenda was issued, the Council reserves the right to consider any applications received by the day of this meeting.

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.

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