

Full Council

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Council meeting
held in The Council Chamber, The Town Hall on:
Tuesday 4th Febuary2020 @ 7:00pm

Present:

Parish Councillors; Mr Austin Fletcher (Chairman), Ms Lucy MacArthur, Mr Tim Carty, Mr Philip Lock, Mrs Elaine Stewart, Mr T. Campbell, Mr R. Tizzard, Ms Deborah Barsby, Mr Ted Watts, Mr Clive Laughton.

In attendance:

Parish Clerk & Responsible Finance Officer; Simon Pritchard
Deputy Parish Clerk; Nathalie Hetherington
7 Members of the public.

Public comment time:

(None)

Agenda Number:	Agenda Item:
1	<u>Apologies for Absence:</u> Mr R. Douglas – Work Commitments. Mr Joshua Howes – Work Commitments. South Somerset District Councillor; Sarah Dyke.
2	<u>Declarations of Interest:</u> No declarations of interest.
3	<u>Adoption of Minutes:</u> <ul style="list-style-type: none">Tuesday 7th January 2020 <p>The Minutes had been previously circulated to Members by email and had been posted onto the Council's website.</p> <p>It was resolved to adopt the minutes of Tuesday 7th January as a true record of the meeting.</p>
5	<u>Reports from County Councillor William Wallace & District Councillor Sarah Dyke:</u> South Somerset District Council (SSDC): Councillor Dyke; Had sent apologies, no report received. Somerset County Council (SCC): Councillor Wallace; No report received.

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	<ul style="list-style-type: none"> • Cllr Campbell mentioned the Crackmore crossing to the post office and that this was still in the process of being assessed by Somerset County Council • It was noted that no report from the Police had been received.
5	<p><u>Parish Council Payments:</u></p> <p>A. <u>Payments:</u> The Payments schedule had been circulated to Members ahead of the meeting and was displayed on the noticeboard and website. It was proposed by Cllr Lock to make the payments listed, seconded by Cllr Barsby and resolved unanimously.</p> <p>B. <u>Bank Reconciliation:</u> The Chairman confirmed that he had checked and signed the back reconciliation for December.</p> <p>C. <u>Internal Audit Report:</u> Members had been set a copy of the interim internal audit report for 2019/20, it was noted that the urgent item of a financial risk assessment was picked up on later in the agenda.</p>
6	<p><u>Recommendations from Committees:</u></p> <p>A. <u>The Planning and Environment Committee:</u> Recommendation: That the Full Council adopt the committees Terms of Reference. It was proposed by Cllr Carty that the Council adopt the Terms of Reference, seconded by Cllr Lock and resolved unanimously.</p> <p>B. <u>The Management Committee:</u> Recommendation: That the Full Council adopt the committees Terms of Reference. It was proposed by Cllr MacArthur. It was proposed by Cllr Carty that the Council adopt the Terms of Reference, seconded by Cllr Lock and resolved unanimously.</p>
7	<p><u>Planning Applications:</u></p> <p>Reference 19/02244/REM Alternative Reference PP-07666449 Application Validated Mon 16 Sep 2019</p> <p>Address Land OS 7800 Wheathill Lane Milborne Port Sherborne Dorset</p> <p>Proposal Application for approval of reserved matters following outline approval for appearance, landscaping, layout & scale for the erection of 65 No. dwellings, community hub, public open space and associated works (reserved matters pursuant to outline planning permission 17/03985/OUT).</p> <p>This application has been resubmitted with some amendments. The Clerk confirmed that when this happens that the District Council go over the same process as they would with a new application. Cllr Tizzard reported that some small amendments have been made to the road layout to incorporate some road calming measures. And that homes have been given electric car charging points and that a link to the east was now included.</p>

	<p>What hasn't been changed, that has been asked for, is access so that existing residents have on road parking. The pavement been made wider and the concern over local bat population.</p> <p>South Somerset District Council appear to have agreed that the Community Hub will be just a shell, the Parish Council can press for it to be usable. And on the western boundary assurances have been asked for from Redcliff about the access to the excising homes boundaries.</p> <p>The Planning & Environment committee have asked for a meeting with Stephen Baimbridge the Planning Office who has been assigned this application. It is hoped that the District Councillor will help facilitate this meeting. It was also noted that Bomont Cottage access must clearly show on the plans.</p>
<p>8</p>	<p><u>Co-Option of New Parish Council Member:</u></p> <p>A. Members to resolve if they wish to proceed with co-opting a resident onto the Council:</p> <p>The Clerk informed member that the vacancy had been advertised in the Parish Magazine, on the Village Facebook Page and in a special e. Newsletter and that he had kept the office open all day on Saturday to allow residents the opportunity to come into the office and speak to him about what the role involves. As a result of all of this one application had been received.</p> <p>It was proposed by Cllr Lock that the Council should proceed with the co-option process, seconded by Cllr Tizzard and resolved unanimously.</p> <p>B. Members to interview and elect a new Member onto the Parish Council:</p> <p>Mr Rob Lockey was the only candidate, he outlined his considerable experience to the Council Members that included 15 years' as a Milborne Port Parish Councillor.</p> <p>It was proposed by Cllr Campbell that the Council op-opt Mr Lockey on to the vacant council seat, seconded by Cllr Lock and resolved unanimously.</p> <p>Mr Lockey signed his Declaration of Acceptance of Office and took a seat with the rest of the Council Members.</p>
<p>9</p>	<p><u>Risk Assessment:</u></p> <p>This had been circulated to Members ahead of the meeting. Cllr Carty question if the assessment needed to cover anticipated expenditure and the replacement of assets, as the Parish Council has no reserves to cover this cost and so the Council really needed to start saving towards this. The Clerk agreed and pointed out that the internal auditor has recommended that in the long term the council adopt an investment strategy and starts to build up some funds. Also, it is part of the Management Committees remit that it puts a plan into place for the long-term maintenance of the Town Hall and all of the Council assets. The risk assessment would be brought back to the Council in May, so if any Members felt that anything further needed to be added then this could be done for then.</p> <p>It was proposed by Cllr Carty to adopt the risk assessment, seconded by Cllr Campbell and resolved unanimously.</p>

<p>10</p>	<p><u>New Location for Arbour:</u> The Clerk had issued Members with a written report that recommended relocating the Arbour in the Cemetery. It was proposed by Cllr Watts to go with the Clerks recommendation and move the Arbour to the Cemetery, seconded by Cllr Campbell and resolved unanimously.</p>
<p>11</p>	<p><u>Verbal Reports:</u></p> <p>A. Chairman’s report:</p> <ul style="list-style-type: none"> ▪ The Chairman welcomed Nathalie Hetherington to the Council as the new Deputy Clerk. <p>B. Clerk’s report:</p> <ul style="list-style-type: none"> ▪ The Clerk informed Members that he had received a letter from the Commonalty Charity Lands to say that the Charity had changed its constitution and as such no longer required a nomination from the Parish Council to become a Trustee of the charity. A question was raised as to if this was correct, Cllr Stewart agreed to look into it. <p style="text-align: right;">Action – Cllr Stewart</p> <p>C. Reports from Outside Organizations:</p> <ul style="list-style-type: none"> ▪ Cllr Campbell reported that two leading members of the Village Hall committee were leaving in May and that it looked possible that this would mean that there was no functioning committee to run the hall by the end of May. Adverts will go out asking for people to help, its was agreed that a meeting would take place with the Chairman, the Clerk and Cllr Campbell as the Village Hall rep and members of the Village Hall Committee so that it can be worked out what support the Parish Council can offer. <p style="text-align: right;">Action – Cllr Campbell</p> <p>D. Reports from Parish Council Committees:</p> <ul style="list-style-type: none"> ▪ Community Hub: Cllr Lock is not the Chairman of the community group that includes the Parish Council, the library (F19) and History Group. The library has many requirements so will need first call on the building. The History Group will have small displays. The aim is to make it as multi-use as possible. The building will be handed over to the Parish council as part of the S106 agreement. ▪ Town Hall Clock: Cllr Lock is in contact with the person who repaired the Clock Spire clock to try and get a price for repairing the Town Hall clock ▪ S106 Money / Projects: There is around £100,000 of S106 money that needed to be spent on sports a leisure at Gainsborough and Springfield. Cllrs Laughton & Howes are looking at extending the Play park. The rugby pitch conversion has already been agreed. Another project would be to the multi-use pitch behind the Village Hall, with some mobile flood lights. And finally, a new Pavilion to support not just the football club but all of the community. ▪ Market Towns Investment Groups: this will provide support to the PC for match funding twice a year. ▪ Neighborhood Planning Group: this has been meeting, has applied for a £2,500 grant that would need to be spent by the end of March.

End of formal meeting 20:36

Signed: _____ Date: _____