

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 18th August 2015 at 7.30pm at the Town Hall

Present: Mrs P Alexander (Chair), Mr M Ritchie, Mr C Laughton, Mr T Watts, Mr I Stephenson, Mr J Oldham, Mr P Lock, Mrs M Lock and Mr J Edmonds

Also Present: District Councillor Sarah Dyke-Bracher
Emma Curtis – Clerk

Public Question Time

There were no members of the public in attendance.

Mr Edmonds once again raised the issue of lorries delivering to the Coop and the problems it causes on the highway surrounding the shop. As Mr Edmonds had raised this issue many times before, Mrs Alexander asked Mr Edmonds what he thought the Parish Council should do as it is a Coop issue. Mr Edmonds replied that the Coop should know the exact time of deliveries and could put signs out. Mr Laughton stated that when deliveries are due at the Sports and Social Club bollards are put outside to reserve a space. Mr Lock suggested that a new parking area could be sited at the wide pavement near to the post box if the pavement was put back to a standard pavement width. It was agreed that the Clerk would contact the Coop and suggest they use bollards to reserve a space for lorries.

Mrs Lock mentioned that a member of the public had said it was difficult to hear the Parish Council in meetings due to the table layout. It was agreed that until a better option was agreed to turn the table round.

Mr Laughton again requested that the piece of grass opposite Crackmore Garage was cut. The Clerk confirmed she had instructed Mr Dike to do this and he would be completing the work shortly.

Receive any reports from County Councillor William Wallace, District Councillor Sarah Dyke-Bracher and PCSO Thelma Mead

County Councillor William Wallace – No report received

District Councillor Sarah Dyke-Bracher – Councillor Dyke-Bracher informed the meeting that no recent planning applications concerning Milborne Port had been considered by the Area East Committee. Councillor Dyke-Bracher confirmed she had recently had a very informative meeting with Helen Rutter and James Divall from Area East regarding various opportunities for Milborne Port. This will be followed up with Mrs Alexander, Mr Lock, Councillor Dyke-Bracher, and the Clerk meeting with James Divall on Friday 11th September 2015. Mr Divall will give a presentation to the Parish Council at their October Full Council Meeting.

Councillor Dyke-Bracher commented that along with Mrs Alexander and Mr Lock she was attending a meeting in Martock on Tuesday, September 1st, as they had achieved lots in their village with various funding support and precept achievements. This meeting would hopefully fuel lots of ideas for the future of Milborne Port.

Councillor Dyke-Bracher gave information about a Flood Risk Management Meeting on Monday 28th September 2015. Mrs Alexander and Mr Lock confirmed they would be attending.

Mr Watts asked Councillor Dyke-Bracher if there was any further update on The Gainsborough Arms/Coop planning application as it had gone quiet. Councillor Dyke-Bracher stated that no further progress had been made and she would make some enquiries as to why this was.

PCSO Thelma Mead – In PCSO Mead's absence the Clerk read a brief report on July 2015's statistics.

- 1. Apologies for Absence:** Received from Mr R Lockey, Mrs R Birch and County Councillor William Wallace
- 2. Declarations of Interest:** None received
- 3. Minutes of the Full Council Meeting held on Tuesday 21st July 2015** were agreed and signed as a true and accurate record of the meeting.

4. Actions from the last meeting

Mrs Alexander asked permission from the Council to add one extra item to the Action List which was a report from Mr Laughton after his meeting with Colin Fletcher from Highways. This was agreed by all. A long review of the Action List took place with particular discussion about the dog bin issue at the Memorial Playing Fields and Highways issues, with new actions being agreed. The Clerk will update the Action List and circulate prior to the next meeting.

Action – Clerk to update Action List and distribute

5. Co-option of new member of the Parish Council

Mrs Alexander informed the Council that Mr Watts had highlighted the fact that the co-option of a new Parish Councillor, following resignation due to ill health, was different to co-option following an election. Therefore, the position for a new Parish Council member had been re-advertised with the correct wording from the Elections Department at SSDC and the closing dates for applicants was Tuesday 1st September 2015. Therefore, co-option of a new member would take place during the September 2015 meeting.

6. Parish Council Newsletter and Communications

It was agreed to publicise the following items from this month's meeting on the community website – highways issues and the co-option of a new Parish Councillor.

Mrs Alexander raised a request made by Mr Oldham for the circulation of letters, quotations and correspondence to Parish Councillors prior to the monthly meetings. Mrs Alexander explained that due to the nature of correspondence and quotations it was felt this would be a lot of extra work for little outcome and concluded that instead letters, quotations and correspondence would be made available half an hour before the start of any meeting.

Mrs Alexander went on to state that she wanted communications between the whole Parish Council and Committees to strengthen and tie up together and therefore all minutes from Committee meetings, once approved, would be sent to all Councillors.

Mr Oldham commented he felt it would be a good idea for the Council to pass on highlights from the monthly meetings for use in the parish magazine but that due to magazine deadlines, the information would be a month behind. It was agreed that this delay would not matter and for text to be passed for use in the parish magazine.

The Clerk commented that Mrs Birch had set up a new Parish Council Facebook page and that Mrs Birch, Mr Lockey and the Clerk were admin's for this page.

Action – Clerk to distribute committee meeting minutes and make correspondence available prior to meetings, Mr Oldham to supply text for the Parish Magazine and update the community website with highlights from this month's meeting.

7. Discuss and approve changes to the Community Website

Mr Oldham gave the Council background information regarding the community website and explained how it had developed and grown throughout the past four years. A discussion took place as to why there were two websites with duplicate Parish Council information on. It was agreed by all to discontinue use of the commercial website and instead for the Parish Council to make the community website their main source of online information with all future communications being placed on the site. Mr Oldham proposed various modifications and updates to the community site and referred Councillors to the specification he had produced highlighting the quotation for the work as £100. It was agreed by all to accept the £100 quotation and complete updates on the community website.

Action – Mr Oldham to request modifications are made to the community website at the cost of £100.

8. Consider request for a memorial rose bush in the cemetery

The Clerk read out a lettering from a Mrs Lockey asking for permission to plant a memorial rose bush in memory of her late mother in the cemetery adjacent to the memorial bench in the newer section of the cemetery. This was agreed by all, however, it was to be made clear to Mrs Lockey that her family would be responsible for the maintenance and upkeep of the rose bush. The Clerk was also asked to inform Kim Dike that the bush would be being planted.

Action – Clerk to write to Mrs Lockey confirming agreement of planting of the rose bush and setting out conditions and inform Mr Dike.

9. Consider quotations for purchasing SIDS from Somerset County Council

The Parish Council considered two quotations from Somerset County Council, one for purchasing a SID outright and one for "borrowing" the SID. After lengthy discussion, detailing the type of device, device use in other areas, quotations and evidence of speeds recorded from previous SID installations it was agreed that due to lack of evidence from the device highlighting a major speed issue in the village not to go ahead with either option. Instead it was agreed that as some residents of the village were concerned about the speed of vehicles in the village to once again try and start a Community Speed Watch programme in order to address the perceived problem. The Clerk was asked to once again contact Stuart Hunter from Community Speed Watch to arrange a meeting and Mr Oldham and the Clerk were asked to publicise the event once a date had been set.

Action – Clerk to contact Stuart Hunter from Community Speed Watch and arrange a meeting. Clerk and Mr Oldham then to advertise the date of this meeting.

10. Consider quotation for hiring skip to clear out the Cemetery Chapel

The Clerk read out quotations for various sizes of skips. It was agreed to hire an 8 yard skip in order to clear the Cemetery Chapel. However, a date is yet to be set for the hiring of the skip therefore the Clerk was asked to inform the cheapest company that a booking would be imminent but no fixed date as yet.

Action - Clerk to contact skip hire company.

11. Discuss moving location of planning files to upstairs office and handling of planning applications

It was agreed to shelve the idea for the time being of moving planning files upstairs until future plans for the Town Hall had been agreed.

Mr Oldham took the opportunity to raise the issue of the residential planning concept in the village and how it may be perceived that the Parish Council only respond to negative comments and that these comments should be balanced out. Mr Watts commented that this had been the case for years and that the Parish Council handling of some planning matters had been diabolical with no support or positive comments being made. Mr Lockey suggested that a Councillor read the latest Local Plan, concerning Milborne Port, and report back to the Council on possible ways forward. It was agreed that as the Chairman of the Planning Committee that Mr Ritchie would do this.

Action – Mr Ritchie to read and review the latest Local Plan and report back at a future meeting about the impact on Milborne Port.

12. Planning

12.1 The following **Planning Application** was considered:

15/03582/REM Erection of a detached 3 bedroom dwelling with parking (reserved matters following outline approval 14/02754/OUT)

39 Manor Road

No Objection

12.2 The following **Planning Approvals** were noted:

15/02781/LBC Proposed removal of a pair of 1960's garage doors, reinstatement of the elevation with a window and conversion of the garage/store into an office

Stalbridge Linen Services Ltd, Higher Kingsbury

15/02962/FUL Erection of a shed at rear of property

2 Bazzleways Cottages, Station Road

13. Finance

13.1 The following **Payments** were approved:

N Dungey – Toilet cleaning	£130.00
SSDC – Playground Inspections	£188.40
Midwest Office Equipment – Office chair	£220.80
Southern Electric	£26.99
Crackmore Garage – Lawn mower fuel	£11.00
KM Dike Nurseries – Grounds maintenance	£1231.88
Grant Thornton UK LLP – Audit Fees	£480.00

14. The following **Correspondence** was considered and the Clerk was asked to reply agreeing to both requests:

- Letter from John Farley, Spirit of Milborne Port representative regarding support for the closure of South Street for the Christmas Lights Switch on
- Letter from John Farley, Spirit of Milborne Port representative regarding asking for permission to install Christmas lights on the tree at The Clump

15. The date of the next Full Council Meeting was confirmed as **Tuesday 15th September 2015.**