

The Management Committee

MILBORNE PORT PARISH COUNCIL

Minutes of the Management Committee Meeting
held via Zoom on:

Tuesday 26th January 2021 @ 7:00pm

Present:

Councillors; Mr P. Lock (Chairman), Mr R. Lockey, Ms D. Barsby, Mrs E. Stewart, Mr A. Fletcher, Mr T. Watts.

In attendance:

Mr Simon Pritchard - Parish Clerk & Committee Officer
Steven Day - Elite Playground Inspections
One Member of the Public

Public Question and Comment Time:

A Member of the Public flagged up the Governments 25-year environment plan. This includes a commitment to develop a nature recovery network, allowing opportunity for species to recover and for species to be re-introduced that have been lost from the countryside. Local community will be charge with setting up their own networks. It partly about enhancing what areas of wildlife there is and partly about linking the areas up.

Would like to see the old school playing field that is to be turned into a wildlife area, linked up with the East Hill area buy using the Cemetery as a nature area, by leaving large parts of the Cemetery uncut in the Spring and Summer.

Also, would like to see a Community Orchard if the Parish Council can find some land.

The Clerk noted that the Committee would have to take a view on not cutting the grass in the Cemetery. It was further noted that the Community Woodland did have many fruit trees in it.

Agenda Number:	Agenda Item:
1	<u>Apologies for Absence:</u> Cllr Ms L. MacArthur – Unwell.
2	<u>Declarations of Interest:</u> None.
3	<u>Adoption of Minutes:</u> <ul style="list-style-type: none">Tuesday 17th November 2020 <p>It was proposed by the Chairman to adopt the minutes, seconded by Cllr Fletcher and resolved unanimously.</p>

Management Committee - Milborne Port Parish Council – 26th January 2021

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<p>4</p>	<p><u>Play Parks Inspection Regime:</u></p> <p>The Clerk introduced the item by outlining the current regime; Both Playgrounds are inspected professionally once a quarter by Steven Day of Elite Playground Inspections. Monthly they are given a visual inspection by a volunteer Councillor, Cllr Lockey at Springfield, Cllr MacArthur at Gainsborough. The Clerk hoped that by Mr Day attending the meeting, a better understanding of what should be appearing on the visual inspection reports could be gained.</p> <p>It was noted that the main issue at Springfield was the surfacing under the roundabout and swings and that ideally this should be addressed in the next 18 months by the Committee.</p> <p>The contract with Mr. Day includes basic maintenance, any larger jobs he will quote for. If the visual inspections flag up any loose items then there should be tightened there and then. Cllr Lockey said he was happy to tighten anything he found or that was reported to him.</p> <p>It was agreed to look at the options for replacing the Springfield surfaces.</p> <p>Mr. Day suggested an option would be to take it back to grass for now, if it is the case that the equipment was going to be changed in a few years' time.</p>
<p>5</p>	<p><u>Play Parks Quarterly Inspection Report:</u></p> <p>Cllr Lockey reported no urgent issues with Springfield. Mr. Day reported that Gainsborough's major fault was the lack of fencing all around the park.</p> <p><i>Mr. Day left the meeting.</i></p>
<p>6</p>	<p><u>Town Hall Roof Leak Repair:</u></p> <p>On the counsel of Tony Garrett, South Somerset District Council's (SSDC) Conservation Specialist, A Chartered Surveyor has been appointed to make an emergency assessment of the roof. Members were circulated with the report earlier in the day.</p> <p>The report recommended that immediate, temporary measures are taken to stop the water coming into the building. The Clerk reported that he had a roofer lined up to apply Evercryl to the gaps to prevent the leak, but that a few days of dry weather in a row was required to make the repair. In the meantime, Cllr Lock has managed to control the internal dripping so that it is now being collected into buckets. so the damage being done is not increasing A dehumidifier has also been installed.</p> <p>The next step is to have scaffolding installed so that a full assessment of the roof can be carried out and quotes gained. The Chartered Surveyor will be used as all the work will then be indemnified and will gain fast track approval from SSDC. The Clerk reported that scaffolding will be in the region of £1,300 based on the three quotes already received, but as it may be up for longer than planned the cost will increase.</p>

	<p>It was agreed to:</p> <ol style="list-style-type: none"> 1) Erect scaffolding ASAP to allow full surveyance of the channel to take place. 2) Authorise the Clerk to spend (up to) £5,000 on all related costs. 3) Use Chartered Surveyor to write up the spec to obtain quotes against. 4) To explore the cost of replacing the channel in fiberglass as a like-for-like repair and the cost to upgrade to lead. <p>In the meantime, temporary repair will be made to the outside with Evercryl. The Chairman warned that it may not be possible to get a comprehensive quote as it could well be that further damage is discovered when the work starts.</p>
7	<p><u>Springfield Recreation Area – Management Agreement:</u></p> <p>Cllr Lockey has checked with the Playing Fields Committee and they do not have a copy of any written agreements but have suggested that the Council has an agreement on file.</p> <p>18 months ago, Cllr Stewart went through all the paperwork and could find no written agreement on file.</p> <p>The Clerk informed the Committee that this issue had been going on for too long and needed to be resolved. A written agreement is required to say what services the Parish Council is responsible for and what the Playing Fields Committee is responsible for. This needs to be drawn up and agreed by both parties.</p> <p>Once this agreement is in place it will then be possible for the Council to assess the Playing Fields Committee grant application, as it will be understood what the grant is paying for. Cllr Lockey requested a copy of all the paperwork that was in the Parish Office. Cllr Stewart reported that it should be checked to see if the licensing agreement had run out.</p>
8	<p><u>Footpaths Upgrade Project:</u></p> <p>Cllr Barsby is ensuring that the Roam Somerset website is being kept up to date and that all the current issues with footpaths is being reported on the site. Any issues that she can resolve are delt with and reported back to the SCC Footpaths Officer. Fifteen issues are currently live, ranging from removed fingerposts, electric fencing blocking rights of way, rotten gate posts and overgrown footpaths. Trying to establish who owns some of the land.</p> <p>It was agreed that Cllr Barsby should carry out HMRC Land Registry searches and claim back the cost from the Council.</p>
9	<p><u>Verbal Updates:</u></p> <p>a) Parish Footpaths / Rights of Way:</p> <p>The Clerk noted that the fingerpost denoting the public right of way through Cannon Court Farm has been removed. The post had not long been installed there by Somerset County Council (SCC) and it is about the third post to have been removed from that immediate area. It is criminal damage to have removed the post from its base and theft to have subsequently taken the post away. This has been reported to the police by SCC. The Clerk has appealed for information</p>

in the local magazine, he further suggested that he write out to residents in the area asking if they had seen anything.

b) Milborne Port in Bloom:

The groups entry fee from last year is being carried over to this year as last year the judging was cancelled due to Covid, the RHS hope that a competition will be run this year. The Sprit of Milborne Port have expressed an interest to become involved as well. Hanging baskets are on order.

c) Further Allotments Land:

It was agreed at the November meeting that the Council would start an informal search for land that would be available to use for allotments. This agenda item has been added to keep this in Members minds, it is for everyone to make inquiries to see if they can find any land for sale or that lease that could be used for Allotments. **It was agreed that this would be put on Facebook and the magazine**

d) Projects in progress / Updates from the last committee meeting:

- The trees within the cemetery had now had all the work done to them by SSDC Rangers, this had taken one more visit than expected. The Lime Trees and Lime Hedge has also had been cut by a local contractor to a very high standard.
- The agreed shrub line at the Cemetery that will separate the Garden of Remembrance (Ashes) area from the Graves area will now be planted by the Chairman (Cllr Lock) and the plants are on order. This will save the Council many hundreds of pounds.
- The Committee has been successful in its application for two grants from the SSDC Market Town Initiative:
 - £1,225 towards the tarmacking of the Allotments entrance.
 - £2,000 towards the resurfacing of the Churchyard footpaths.This does not commit the Committee to carrying out the projects and there is not much money for the allotments entrance.

10 **Confidential Session:**

No Members of the Press or Public were present.

11 **Commissioning of Parish Tree Survey:**

Members had been circulated with three quotes ahead of the meeting. The Clerk reminded the Committee that the Council's insurance company has recommended that such a survey be carried out and that the Council was not indemnifying itself by having an informal arrangement where local people looked up trees and made verbal reports to the committee.

The Chairman suggested that Phil Poulton of South Somerset County Council may provide the same service for a lot less than has been quoted for.

It was agreed to defer the item until the next meeting. Phil Poulton will be asked to look at the trees in the Clump and the Community Woodland and will be asked if he can offer a full tree survey with indemnity.

	End of formal meeting 21:07
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Signed: _____

Date: _____