

# The Management Committee

## MILBORNE PORT PARISH COUNCIL

Minutes of the Management Committee Meeting

held at the Village Hall, Springfield Road:

**Tuesday 5<sup>th</sup> October 2021 @ 8:00pm**

### **Present:**

Councillors: Mr P. Lock (Chairman), Mr R. Lockey, Ms L. MacArthur, Mr T. Campbell, Mr T. Carty,

### **In attendance:**

Cllr Mrs L. Harrison

Mr Simon Pritchard - Parish Clerk & Burials Officer

Nathalie Hetherington – Deputy Clerk

### **Public Question and Comment Time:**

(None)

<b>Agenda Number:</b>	<b>Agenda Item:</b>
<b>1</b>	<b><u>Apologies for Absence:</u></b> Ms D. Barsby – Work commitments Mr T. Watts
<b>2</b>	<b><u>Declarations of Interest:</u></b> None
<b>3</b>	<b><u>Adoption of Minutes:</u></b> <ul style="list-style-type: none"><li>• <b>Tuesday 29<sup>th</sup> June 2021 (informal)</b></li></ul> <b>Cllr. Campbell proposed that the Committee adopt the minutes of the informal meeting held on 29<sup>th</sup> June; seconded by Cllr. Lockey and resolved unanimously.</b>
<b>4</b>	<b><u>Play Parks Quarterly Inspection Report:</u></b> The Clerk had circulated the Play Park reports ahead of the meeting.  Cllr. Lockey reported that children are removing the plastic bolt caps from the climbing frame. Nothing to report of concern regarding the play equipment. It was noted that the inspector's reports had timelines as part of the report indicating that all issues had to be resolved within a month. The Clerk suggested that the software used has timeline as part of the report. It was agreed that the inspector be asked to remove this part of the report or adjust to a year

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**Parish Clerk: Simon Pritchard**

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Signed:.....Date:.....

	<p style="text-align: right;"><b>Action – The Clerk</b></p> <p>Where the skate park ramps are concerned, some of the bitumen plugs between the joints/posts are coming out and holes in the concrete are appearing. An expert eye is required so the Clerk will ask the Inspector for recommendations so that quotations can be procured.</p> <p style="text-align: right;"><b>Action: The Clerk</b></p>
<b>5</b>	<p><b><u>Management Committee Finance:</u></b></p> <p>Members received the latest budget spending to date for the Committee’s budget lines; the Clerk suggested adding a new line for the Town Hall so that expenditure on the roof repair can be more easily tracked. Cllr. Campbell requested information about the guarantees that have been given by the contractors who repaired the Town Hall roof.</p> <p style="text-align: right;"><b>Action: The Clerk</b></p>
<b>6</b>	<p><b><u>Management of: The Community Orchard</u></b></p> <p><b>It was agreed that the area needs to be cut once a year around Autumn time and for the hay to be left in a corner.</b></p> <p style="text-align: right;"><b>Action: The Clerk</b></p>
<b>7</b>	<p><b><u>Management of: The Clump</u></b></p> <p>The owner of the building to the east of the Clump has requested that MPPC pay for the removal of overhanging branches; the Council is not obliged to do so.</p> <p><b>It was agreed to inform the owner that the Council gives permission to have this work done, with the requisite TPO permissions from SSDC.</b></p> <p style="text-align: right;"><b>Action: The Clerk</b></p>
<b>8</b>	<p><b><u>Management of: Gainsborough Playpark</u></b></p> <p>Members considered whether to go ahead with replacing the drinking water tap which is currently unused due to vandalism, with a bottle filling station at a fully installed cost of £4,6811 (with half paid for with a grant from SSDC). Or available to buy direct for £2,645 and self-install.</p> <p><b>It was agreed not to proceed due to the risk of further vandalism.</b></p>
<b>9</b>	<p><b><u>Management of: The Churchyard</u></b></p> <p><b>A: Railing at the end of Church Walk:</b></p> <p>Members considered whether the removed rotten wooden railing should be replaced by SCC with a mental stainless-steel one. Most residents who had responded to the Council to give an opinion had reported that the rails were a nuisance. <b>It was agreed to not request a replacement.</b></p> <p><b>B: Tree works:</b></p> <p><b>Members agreed to approve the tree works planned for the churchyard, setting a maximum budget of £2,140.00, giving delegated authority to the Clerk to make an appointment in consultation with the Chairman.</b></p> <p style="text-align: right;"><b>Action: The Clerk and Cllr. Lock</b></p>

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<b>10</b>	<p><b><u>Management of: The Allotments</u></b></p> <p><b>A: Communal Compost Bins:</b> Members agreed not to proceed with the idea of providing communal compost bins for the time being as it was considered that the disadvantages outweigh the advantages.</p> <p><b>B: Entranceway and Track:</b> Cllr. Campbell has found that the larger civil engineering companies are not interested in quoting for a relatively small job so will pursue some local builders/contractors for quotations for the work.</p> <p style="text-align: right;"><b>Action: Cllr. Campbell</b></p>
<b>11</b>	<p><b><u>Management of: The Cemetery</u></b></p> <p><b>A: Purchase of Storage Unit:</b> <b>Members agreed to go ahead with the purchase of a community storage unit at a cost of £879.99 (inc vat) and for the Clerk to try and obtain a grant for up to ½ the cost from SSDC</b></p> <p style="text-align: right;"><b>Action: The Clerk</b></p> <p><b>B: Purchase of Defibrillator:</b> Members agreed to proceed with plans for purchase of a defibrillator to mount on the wall of the Cemetery Chapel (museum) at a cost of £2,561 (cabinet, defibrillator + installation), with part grant funding applied for from SSDC.</p> <p style="text-align: right;"><b>Action: The Clerk</b></p>
<b>12</b>	<p><b><u>Budget/Projects 2022-2023</u></b></p> <p>Members responded to ideas presented by the Clerk and will submit further ideas to the Clerk within the next few weeks for discussion at a future meeting.</p> <ul style="list-style-type: none"><li>▪ <b>Ball Court Flooring - Need to obtain a rough costing.</b></li><li>▪ <b>Grounds Man (self-employed) - £7,800</b></li><li>▪ <b>Solar Panels Town Hall – don't pursue.</b></li><li>▪ <b>Recycled Plastic Picnic Tables – would like to replace all tables in Gainsborough Play Park, need numbers and rough costs.</b></li><li>▪ <b>Bottle Filling Station Springfield - don't pursue.</b></li><li>▪ <b>Youth Council budget line – need to agree amount.</b></li><li>▪ <b>Skate Park resurface - Need to obtain a rough costing.</b></li></ul> <p>The Clerk to obtain rough cost of the Ball Court ground tiling and research further costs of replacement picnic tables made from recycled plastic. Cllr. Lockey to pursue plans for Youth Council.</p> <p>This agenda item will be repeated to allow for further input.</p>

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**Verbal Updates:**

**a) Parish Footpaths/Rights of Way:**

The Clerk reported that Cllr. Barsby is pro-actively managing any problems.

**b) Milborne Port in Bloom:**

Cllr. Lock will be attending a In Bloom awards event in Weston Super-Mare later this month.

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

- **Town Hall Roof Update:** The repair work has been completed under budget. Clerk will revisit rent paid by tenants of upstairs office once the room as been replastered and redecorated.
- **Allotment land:** More land still required.
- **Lawn mower in Churchyard:** A new lawn mower has been purchased; old mower is now stored at the Cemetery for use there.
- **Grave Levelling:** Two dumpy bags of top sol has been distributed around the oldest part of the Cemetery and seeded. Could do with a further 2/3 bags but will wait until Spring.

**End of informal meeting 9:30pm**