

Full Council

Milborne Port Parish Council

NOTICE OF MEETING:

The next **Full Council Meeting** will be held on
Tuesday 2nd November 2021 at 7:00pm @ The Village 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

❖ **Public Question and Comment Time:**

Before the start of the formal meeting the Public have the opportunity to pass comment. Questions may be answered in writing or deferred to a committee. Once the formal meeting has started the Public are reminded that they have no right to speak.

❖ **Reports from Somerset County Council & South Somerset District Council:**

To receive any reports from County Councillor William Wallace & District Councillor Sarah Dyke

❖ **Reports from Somerset Constabulary:**

To receive any reports from the Somerset Constabulary

Agenda:

1) **Apologies for Absence:**

To receive any apologies for absence.

2) **Declarations of Interests & Applications for Dispensations to Participate:**

Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct.

3) **Adoption of Full Council Minutes:**

- **Tuesday 5th October 2021**

4) **PARISH COUNCIL ACCOUNTS:**

A. **Monthly Payments:**

To receive and approve the payments for November 2021. Full listing is on the Council website. <http://milborneportpc.org.uk/finance/>

Full Council - Milborne Port Parish Council - 2nd November 2021

Website: www.milborneport.org.uk
Email: clerk@milborneportpc.org.uk

Parish Clerk: Simon Pritchard
Tel: 01963 251268

B. Full Council Accounts & Bank Reconciliation and Balances:

To receive the Full Council accounts and bank reconciliation / balances.

- Reserve Account 30/09/2021 £166,269.87
- Current Account 30/09/2021 £3,206.10

C. Assets De Minimis:

Council to resolve on a minimum value for an asset to be included on the Assets Register.
Recommended value £100.

5) CO-OPTION OF NEW COUNCIL MEMBERS:

The Council has three vacant seats. No applications received at the time of issuing the agenda.

A. Interview of Candidates:

Candidates will be invited to outline why they would like to join the Council and answer any questions from Members.

B. Nominations and Voting:

Election to each vacant seat to be taken in turn.

C. Declarations of Acceptance of Office:

Successful candidates will be invited to sign their Declarations of Acceptance of Office and join the Council for the rest of the meeting.

6) Review and Re-Adopt Council Policies:

The Council should re-adopt its key policies each year. There is no recommended update.

- **Standing Orders**
- **Financial Regulations**

7) Interim Internal Audit Report 2021/22:

To receive the interim internal audit report and resolve on the recommendations.

8) Advancement of Neighbourhood Plan:

Following on from reports made to Full Council, debates at the P&E Committee and the Internal Audit report, The Council is asked to resolve on allocating extra resource within this municipal year to achieve a Neighbourhood Plan. The Chairman will make a recommendation.

9) Verbal Reports:

To receive and note any urgent verbal updates and refer to a committee if appropriate.

- a) Council Chairman's report
- b) Parish Clerk's report
- c) Members' reports from outside organisations:
- d) Chairman's reports from the Parish Council Committees:

Covid Meeting Measures:

- Being held in the Village Hall to allow for social distancing and improved ventilation.
- Hand sanitiser will be made available at the entrance and at Councillors tables.
- One Member per table for social distancing.
- All attendees are encouraged to take a lateral flow test on the day of the meeting.