

# Management Committee



## **NOTICE OF MEETING:**

The next Management Committee Meeting will be held on  
**Tuesday 23<sup>rd</sup> November 2021 at 7:00pm @ The Town Hall.**

---

**Chairman:** Mr P. Lock

**Membership:** Councillors; Mr R. Lockey, Ms D. Barsby, Mr T. Campbell, Mr T. Watts,  
Ms L. MacArthur, Mr T. Carty, Mrs L Harrison.

---

To all Members of Milborne Port Parish Council Management Committee, I hereby summons you to attend the above meeting, to resolve on the business as outlined below.  
All other Members of the Council and the Public are welcome to attend.

Signed:

A handwritten signature in black ink, appearing to be "S Pritchard", written over a horizontal line.

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 are given the opportunity to ask questions or pass comment. Once the formal meeting has started the Public are reminded that they have no right to speak.*

## **Agenda:**

---

### **1) Apologies for Absence:**

To receive any apologies for absence.

### **2) Declarations of Interests:**

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 Minutes:**

To adopt the minutes of the last Management Committee meeting held on:

- o **5<sup>th</sup> October 2021**

**Management Committee - Milborne Port Parish Council – 23<sup>rd</sup> November 2021**

Website: [www.milborneport.org.uk](http://www.milborneport.org.uk)  
Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

Committee Officer: Simon Pritchard  
Tel: 01963 251268

**4) Play Parks Quarterly Inspection Reports:**

To receive the latest professional inspection report and any verbal updates from the Clerk (Gainsborough) or Cllr Lockey (Springfield) and resolve on any actions required. The reports were reviewed at the start of October by the Committee, there has been no changes since.

**5) Management Committee Finance:**

To receive the latest budget spending to date for the Committee's budget lines and to receive a verbal report from the Clerk as to any possible future unbudgeted liability that would have a significant impact on the Council's finances.

**6) Review of Council's Tenancies:**

**A. Town Hall: Upstairs Room:**

The upstairs room is leased to Something Else Fishy for £60.00 per month. Members to review this arrangement.

**B. Town Hall: Downstairs Hall:**

The downstairs hall is leased to the W.I. for £277.00 per year. Members to review this arrangement.

**C. Chapel at Cemetery:**

The Chapel is leased to the History Group for £10.00 per year. Members are asked to review this arrangement.

**7) Management of: The Allotments:**

**A. Entranceway and Track:**

To receive quotes for a) having the first part of the entrance laid with hardcore and b) the cost to have the full length of the track laid and resolve if to proceed.

**B. Tree Works Tenders:**

To receive information as to a) the cost of the tree works down the southern side of the allotments and b) the cost to the trees at the end of the allotments / playpark. To agreed if to appoint a contractor.

**C. Tenancy Agreement Review 2023:**

To review the allotment tenancy agreements. There is no recommend changes from the Office.

**D. Allotment Fees for 2023:**

To set the allotment fees for 2023. The fees for 2022 are Full: £50.00 - ½ £28.00

**8) Budget / Projects 2022 - 2023:**

To consider projects / costs for the 2022/23 budget. Members to suggest projects for next year with costings.

**9) Verbal Updates:**

To receive and note any short verbal updates from Members or the Clerk on:

- a) Parish Footpaths / Rights of Way – Cllr Barsby**

**b) Milborne Port in Bloom – Cllr Lock**

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

- Defibrillator at Cemetery
- Storage Unit at Cemetery
- The Community Orchard fence