

The Management Committee

MILBORNE PORT PARISH COUNCIL

Minutes of the Management Committee Meeting
held in the Town Hall:

Tuesday 23rd November 2021 @ 7:00pm

Present:

Councillors: Mr P. Lock (Chairman), Mr T. Campbell, Mr T. Carty, Mrs. L Harrison, Mr R. Lockey, Mr T. Watts

In attendance:

Mr Simon Pritchard - Parish Clerk & Burials Officer
Nathalie Hetherington - Deputy Clerk

Public Question and Comment Time:

(None)

Agenda Number:	Agenda Item:
1	<u>Apologies for Absence:</u> Cllr Barsby – Work commitments
2	<u>Declarations of Interest:</u> Cllr. Harrison declared another interest in agenda item 6B as the current President of the Milborne Port WI and in 6C as the Secretary to the History and Heritage Group. Cllr. Harrison requested dispensation to discuss Items 6 B&C but not to take part in any vote. Cllr. Lock proposed that the dispensation be granted, and this was seconded by Cllr. Lockey and resolved unanimously.
3	<u>Adoption of Minutes:</u> <ul style="list-style-type: none">Tuesday 5th October Cllr. Lockey proposed that the Committee adopt the minutes of the meeting held on 5th October; seconded by Cllr. Harrison and resolved by 5 votes in favour with one abstention.

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Parish Clerk: Simon Pritchard

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

<p>4</p>	<p><u>Play Parks Quarterly Inspection Report:</u> The Clerk had circulated the September Play Park reports ahead of the meeting, there had been reviewed in October.</p> <p>Cllr. Lockey reported that multi-play unit at Springfield need some attention, the sit on spin around swing is making an odd noise; the Clerk will ask the Inspector who is next due in December to advise.</p> <p style="text-align: right;">Action: The Clerk</p> <p>Cllr. Lockey also reported that he and Cllr. Wagner are researching options/equipment for developing the Springfield play area as part of a Planning & Environment/S106 project. Similarly, Cllrs. Lockey and Campbell will be liaising over options for the refurbishment of the skatepark at Gainsborough.</p>
<p>5</p>	<p><u>Management Committee Finance:</u> Members received the latest budget spending to date for the Committee’s budget lines. The Clerk explained the figures. Underspends will be reviewed in March 2022 with a view to moving funds to reserves if not yet spent on items/projects planned for 2021.</p>
<p>6</p>	<p><u>Review of Council’s Tenancies:</u></p> <p>A. Town Hall: Upstairs Room Currently leased to Something Else Fishy for £60 per month. Noted that new lease needs to say that contents need to be insured on tenants’ insurance. It was agreed to continue with this arrangement for another year.</p> <p>B. Town Hall: Downstairs Hall Currently leased to the WI for £277per year, on a one year rolling lease. It was agreed to look at improving the heating in the hall. Cllr. Lock proposed to continue to offer a one-year lease, Cllr. Carty seconded; resolved in favour 3 votes, against 2 with one abstention.</p> <p>C. Chapel at Cemetery: Currently leased to the History and Heritage group for £10 per year, on a one-year lease. Cllr. Harrison has so far been unable to procure some quotations for improving the insulation but will continue to try. Cllr. Carty proposed to extend the lease to 3 years at £10 per year; this was seconded by Cllr. Lockey and resolved all in favour with one abstention.</p>
<p>7</p>	<p><u>Management of: The Allotments</u></p> <p>A. Entranceway and Track: Cllr. Campbell is continuing to pursue potential contractors and members approved of his suggestion that the potholes are filled in the interim with some ballast.</p> <p style="text-align: right;">Action: The Clerk to deploy the Ranger for this work.</p>

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	<p>B. Tree Work Tenders: The tree/hedge work at the allotments was discussed. Cllr. Harrison will consult a member of the History and Heritage Group regarding the suggestion that the 'double hedge' by the shed might be enclosure related. The Allotments Officer will consult the tenant of the adjacent allotment. It was proposed by Cllr. Lockey to authorize the spending of up to £2,390 on the tree works following the receipt of 2 estimates, seconded by Cllr. Harrison and resolved unanimously.</p> <p>C. Tenancy Agreement Review 2023: Cllr. Lockey proposed to adopt the Tenancy Agreement for 2023; this was seconded by Cllr. Campbell and resolved unanimously.</p> <p>D. Allotment Fees for 2023: Cllr. Lockey proposed £55 for a full-plot and £30 for a single for 2023; this was seconded by Cllr. Carty and resolved unanimously.</p>
8	<p><u>Budget/Projects 2022-2023:</u> Members responded to ideas presented by the Clerk and had the opportunity to submit further ideas. The approved project will be built into the 2020/23 budget to be approved at Full Council in January 2022.</p> <ul style="list-style-type: none">• New fence at the cemetery, to include new area - £2,000.• Final tidying/reseeding of bottom right-hand corner adjacent to the road – area has been cleared but still rough land and requires tidying - £1,000. The Clerk to confirm that no-one is buried there.• Cllr. Carty suggested raising the Skate Park refurbishment figure - £5,000.• Cllr. Carty suggested raising the Youth Council funding in order to facilitate 'quick wins' in order to motivate young people to become involved - £4,000.• Materials for use by the ranger (inc repointing of the Ball Court) - £2,500.• Grounds Man (Self-employed) - £7,800.• Town Hall maintenance - £7,500.
9	<p><u>Verbal Updates:</u></p> <p>a) Parish Footpaths/Rights of Way: Cllr. Carty will be attending a SSDC meeting on Thursday 2nd December to discuss the feasibility study/options for the safe cycle route. Deputy Clerk will contact SCC/Cllr. William Wallace re. options relating to clearance of the rubbish dump along lower part of Old Bowden Way.</p>

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b) Milborne Port in Bloom:

Members agreed to the request made by the Spirit of Milborne Port for the Milborne Port in Bloom hanging baskets to honour the Queen's Jubilee with red, white and blue coloured flowers. The Clerk will liaise accordingly with SSDC next Summer.

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

- **Defibrillator at Cemetery** – The Clerk informed the Committee that if he was to apply for a grant from SSDC for just £1,000 instead of half the cost, then this would dramatically speed up the process and things could be ordered in a matter of weeks rather than months. The Committee supported this approach.
- **Storage Unit at Cemetery** – This is on order; the Clerk has procured a grant towards half of the cost from half SSDC. Once in situ, the Clerk will address the issue of the old furniture that has appeared on site.
- **The Community Orchard fence** – Officers are waiting for Cllr. Barsby to report back on communications with farmer Joe Tizzard. The Clerk reported that the Office will take this project in hand.

End of informal meeting 8:20pm