

# Full Council

## MILBORNE PORT PARISH COUNCIL

Minutes of the Full Council meeting  
held in Milborne Port Town Hall:

**Wednesday 5<sup>th</sup> January 2022 @ 10:00am**

**Present:**

Parish Councillors: Mr Tim Carty (Chairman), Mr Rob Lockey (Vice-chair), Mr Philip Lock, Mr Ted Watts

**In Attendance:**

Parish Clerk & Responsible Finance Officer: Simon Pritchard  
One Member of the Public

**❖ Public Comment Time:**

The Member of the public had added to talk to the Chairman about the future of parking on Station Road. It was agreed to undertake the Council meeting first and then have a chat.

<b>Agenda Number:</b>	<b>Agenda Item:</b>
<b>1</b>	<p><b><u>Apologies for Absence:</u></b> It had been agreed at the informal, remote meeting of Full Council held the night before (Tuesday 4<sup>th</sup> January 2022 @7pm) that just the four present Members would addend this meeting to ratify, in-person, the agreements of the night before, as it is required that members meet in-person to make decisions.</p> <p>The Clerk had tabled a report copied below as to the outcomes of the informal, remote meeting of Full Council held on Tuesday 4th January 2022 @7pm</p> <p><b>The Chairman proposed to take en masse the agreed outcomes of the meeting of the night before as per the Clerk’s report without the requirement to go over each item in turn, seconded by Cllr Watts and resolved unanimously.</b></p> <p>Item: 3 <b>Approve</b> the minutes of 2<sup>nd</sup> November 2021</p> <p>Item: 4 <b>Object</b> to application 21/02767/FUL</p> <p>Item: 5 A <b>Approve</b> the payments list for January 2022</p> <p>Item: 5 C <b>Approve</b> the appointment of Ms MacArthur as a signatory until May 2022</p>

**Milborne Port Parish Council: Wednesday 5<sup>th</sup> January 2022**

Parish Clerk: Simon Pritchard  
Website: [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)  
Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

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

# Full Council

	<p><b>Item: 5 D</b> <b>Approve</b> all grants (1 to 4) as listed on the agenda.</p> <p><b>Item: 6</b> <b>Approve</b> the Community Needs List (with the addition of Skatepark resurface and the cycling path to Sherbourne to be a multi-use path)</p> <p><b>Item: 7</b> <b>Approve</b> the internal report action list (including the joining of the two organisations listed).</p> <p><b>Item: 8</b> <b>Defer</b> agenda item to a further meeting of Full Council.</p> <p><b>Item: 9</b> <b>Approve</b> the list of actions</p> <p><b>Item: 10</b> Appoint...</p> <ul style="list-style-type: none"><li>• Playing Fields Committee: <b>Cllrs. Carty &amp; Lockey</b></li><li>• Village Hall Committee: <b>Cllrs. Harrison &amp; Campbell</b></li><li>• Sherborne Transport Action Group: <b>Cllr Carty, Campbell &amp; Ms MacArthur</b></li><li>• Police Liaison: <b>Not required</b></li><li>• Youth Liaison: <b>Cllr Lockey &amp; Wagner</b></li><li>• SSDC Market Town Initiative: <b>Cllrs. Watts &amp; Carty</b></li><li>• Flood Warden: <b>Cllr Wagner</b></li></ul>
<b>2</b>	<p><b><u>Declarations of Interest &amp; Applications for Dispensations to Participate:</u></b> None</p>
<b>3</b>	<p><b><u>Adoption of Full Council Minutes:</u></b></p> <ul style="list-style-type: none"><li>▪ <b>Tuesday 2<sup>nd</sup> November 2021</b></li></ul> <p>The minutes of the Full Council meeting of 2<sup>nd</sup> November 2021 had been circulated to Members ahead of the meeting.</p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that the minutes of Tuesday 2<sup>nd</sup> November 2021 were adopted, seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>4</b>	<p><b><u>PLANNING APPLACTIONS:</u></b> To receive any major planning application made to South Somerset District Council and comment on the same.</p>

**Milborne Port Parish Council: Wednesday 5<sup>th</sup> January 2022**

Parish Clerk: Simon Pritchard

Website: [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)

Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

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

# Full Council

	<p><b>A. <u>Application 21/02767/FUL - Land At Court Lane, Milborne Port:</u></b> Residential Development of 22 dwellings with associated access and highway works, drainage and attenuation, public open space, landscaping and associated infrastructure.</p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that the application be objected to, seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>5</b>	<p><b><u>PARISH COUNCIL ACCOUNTS:</u></b></p> <p><b>A. <u>Monthly Payments:</u></b> The January payments list had been circulated to Members ahead of the meeting. The full listing is on the Council website. <a href="http://www.milborneportpc.org.uk/finance/">www.milborneportpc.org.uk/finance/</a></p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that the payments were approved, seconded by Cllr. Watts and resolved unanimously.</b></p> <p><b>B. <u>Full Council Accounts, Bank Reconciliation &amp; Balances:</u></b> The information had been circulated head of the meeting.</p> <ul style="list-style-type: none"><li>▪ Reserve Account 30/11/2021 £205,717.03</li><li>▪ Current Account 30/11/2021 £2,716.38</li></ul> <p><b>C. <u>Reserve Cheque Signatory Authorisation:</u></b> To resolve to authorize Ms L. MacArthur to sign cheques on behalf of the council, between now and May 2022, if two council members are not available.</p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that Ms L. MacArthur be authorized to sign cheques on behalf of the Parish Council until May 2022, seconded by Cllr. Watts and resolved unanimously.</b></p> <p><b>D. <u>Awarding of Community Grants:</u></b> To resolve on the awarding of grants to...</p> <ol style="list-style-type: none"><li><b>1. The Memorial Playing Fields Committee (Springfield) – £2,275.00</b></li><li><b>2. Moviola Events at the Village Hall - £1,344.00</b></li><li><b>3. Milborne Port Primary School - £1,170.02</b></li><li><b>4. In Bloom - £1,600.00</b></li></ol> <p>As per the motion under agenda item 1: <b>The Chairman proposed all grants were awarded in full, seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>6</b>	<p><b><u>S106 Priority List Approval:</u></b> To approve the draft Community Needs List.</p>

Milborne Port Parish Council: Wednesday 5<sup>th</sup> January 2022

Parish Clerk: Simon Pritchard

Website: [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)

Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

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

# Full Council

	<p>As per the motion under agenda item 1: <b>The Chairman proposed the list was adopted with two changes; the addition of Skatepark resurface and the cycling path to Sherbourne to be a multi-use path, seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>7</b>	<p><b><u>Interim Internal Audit Report 2021/22 – Action List:</u></b> To receive the Clerk’s recommendations in response to the interim internal audit report and resolve on the same.</p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that the internal report action list be approved (including the joining of the two organisations listed), seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>8</b>	<p><b><u>Parish Council Precept 2022/23:</u></b> To receive the Council’s budget for 2022/23 and agree the Council’s precept 2022/23. The Responsible Finance Officer will give a presentation and make a recommendation.</p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that this agenda item be deferred to a future meeting of Full Council, seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>9</b>	<p><b><u>Memorial Playing Fields – Approval of Actions:</u></b> Following a meeting between representatives of the Memorial Playing Fields Committee and the Parish Council, a list of potential actions / projects has been drawn up. Full Council is asked to ratify all actions / projects.</p> <p>As per the motion under agenda item 1: <b>The Chairman proposed that list of project / actions is adopted by the Council, seconded by Cllr. Watts and resolved unanimously.</b></p>
<b>10</b>	<p><b><u>Review of Parish Council Representatives / Roles for 2021/22:</u></b></p> <ul style="list-style-type: none"><li>• Playing Fields Committee: <b>Cllrs. Carty &amp; Lockey</b></li><li>• Village Hall Committee: <b>Cllrs. Harrison &amp; Campbell</b></li><li>• Sherborne Transport Action Group: <b>Cllr Carty, Campbell &amp; Ms MacArthur</b></li><li>• Police Liaison: <b>Not required</b></li><li>• Youth Liaison: <b>Cllr Lockey &amp; Wagner</b></li><li>• SSDC Market Town Initiative: <b>Cllrs. Watts &amp; Carty</b></li><li>• Flood Warden: <b>Cllr Wagner</b></li></ul>

**Milborne Port Parish Council: Wednesday 5<sup>th</sup> January 2022**

Parish Clerk: Simon Pritchard

Website: [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)

Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

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

# Full Council

As per the motion under agenda item 1: <b>The Chairman proposed that list of representatives / roles is adopted by the Council, seconded by Cllr. Watts and resolved unanimously.</b>
---

## End of formal meeting – 10:05am

Further details on all the agenda items can be found in the minutes of the (informal) Full Council meeting of Tuesday 4<sup>th</sup> January 2022.

Due to the Covid pandemic, the meeting on the 4<sup>th</sup> was held remotely to allow the Public and Councilors to attend safely. The outcome of the meeting then being formally ratify at this short in-person meeting to satisfy the legal requirement of holding an in-person meeting.

**Milborne Port Parish Council: Wednesday 5<sup>th</sup> January 2022**

Parish Clerk: Simon Pritchard

Website: [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)

Email: [clerk@milborneportpc.org.uk](mailto:clerk@milborneportpc.org.uk)

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