

The Management Committee



NOTICE OF MEETING:

The next Management Committee Meeting will be held on
Tuesday 29th March 2022 at 7:00pm in The Council Chamber, The Town Hall.

Chairman: Mr P. Lock

Membership: Councillors; Mr R. Lockey, Ms D. Barsby, Mr T. Campbell, Mr T. Watts,
Mr R. Tizzard, 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 **Tuesday 25th January 2022**

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 Management Committee - Milborne Port Parish Council – 29th March 2022

Website: www.milborneport.org.uk

Email: clerk@milborneportpc.org.uk

Committee Officer: Simon Pritchard

Tel: 01963 251268

5) Management Committee Finance:

To receive & review the committee budget lines and 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) Creation of a Chat Bench:

To resolve on the nominating an existing bench in the Parish as a 'Chat Bench' or to consider starting work towards installing a new bench for this purpose.

7) Management of: The Allotments: New Allotment Space

To resolve what to do with the newly discovered allotment plot. a) bring back into use? b) plant some trees? c) other?

8) Management of: The Cemetery:

A. Fees for April 2022 / March 2023:

To resolve on the cemetery fees for 2022/23, the Parish Clerk will make a recommendation.

B. Gravestone Testing:

To resolve on the commissioning of a report into the condition / safety of the headstones / memorials in the Cemetery (Wheathill lane) and Churchyard (St John's).

9) Management of: The Chapel, Wheathill Cemetery:

A. Roof Repairs / Maintenance:

To receive a verbal report from the Parish Clerk / Chairman as to the works that have been recommended to be carried out to the roof and to make any appropriate recommendation to Full Council

B. Internal Insulation:

To receive and resolve on a request from the History Group (tenants) that the Council (landlord) insulate the ceiling of the Chapel to improve heat retention.

10) Confidential Session:

To resolve on going into confidential session for agenda items 11, 12 & 13 as they relate to commercially sensitive information.

11) Management of: Gainsborough Play Park: New Fencing

To receive and resolve on appointment a fencing contractor to replace the allotment / play park post and rail fence.

12) Management of: The Allotments: 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 to resolve if to proceed.

13) Management of: The Town Hall: Painting of the Toilet and Kitchen

To receive quotes for the redecorating of the toilet room and kitchen area and resolve on an appointment.

14) Review of Action List:

To review the current Management Committee projects / actions and adjust any priorities as appropriate.

15) Verbal Updates:

To receive and note any short verbal updates from:

- a) The Chairman or Parish Clerk**
- b) Parish Footpaths / Rights of Way – Cllr Barsby**
- c) Milborne Port in Bloom – Cllr Lock**
- d) Projects in progress / Updates from the last committee meeting:**
 - Defibrillator at Cemetery
 - Storage Unit at Cemetery
 - Rose Arbour at The Grove Garden
 - Tree Works at Gainsborough
 - Town Hall Windows and Doors Painting