

# Full Council

## MILBORNE PORT PARISH COUNCIL

Minutes of the Full Council meeting  
held in The Council Chamber, Milborne Port Town Hall  
**Tuesday 6<sup>th</sup> September 2022 @ 7:00pm**

### **Present:**

Parish Councillors: Mr Tim Carty (Chairman), Mr Tom Campbell, Mrs M Capon, Mrs Lyn Harrison, Mr Rob Lockey (Vice-chair), Mr Robert Tizzard, Mrs Anna Wagner, Mr R Warren, Mr Ted Watts.

### **In Attendance:**

Cllr. Sarah Dyke from 7.30pm  
Parish Clerk & Responsible Finance Officer: Simon Pritchard  
Deputy Parish Clerk: Nathalie Hetherington  
9 Members of the Public

**The meeting started in the large downstairs room of the Town Hall @ 7:00pm**

### **❖ Public Questions and Comments:**

- A member of the public thanked the Parish Council for moving the start of the meeting to the downstairs room so that she could participate in item 44.

### **❖ Reports from Somerset County Council:**

(Not at meeting at this time, reported at 7.45pm following item 44.)

### **❖ Reports from South Somerset District Council:**

(Not at meeting at this time, reported at 7.45pm following item 44.)

### **❖ Local Government Reorganisation in Somerset:**

(Deferred to Chairman's Report, item 52a)

### **❖ Reports from Somerset Constabulary:**

- A written report had been received of 9 offences in August 2022: 1 against a car and 8 against people; no other details available.

Agenda Number:	Agenda Item:
41	<b><u>Apologies for Absence:</u></b> Cllrs. David Grant and Chris Phillips – holiday.
42	<b><u>Declarations of Interest &amp; Applications for Dispensations to Participate:</u></b> Cllrs. Watts and Lockey noted that they are Trustees for the Springfield Playing Fields Charity (item 47).

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43	<p><b><u>Adoption of Full Council Minutes:</u></b></p> <ul style="list-style-type: none"><li>▪ Tuesday 7<sup>th</sup> June 2022</li><li>▪ Tuesday 5<sup>th</sup> July 2022</li></ul> <p><b>Cllr. Lockey proposed that the minutes of the Full Council meetings of 7<sup>th</sup> June and 5<sup>th</sup> July be adopted; seconded by Cllr. Wagner and resolved unanimously.</b></p>
44	<p><b><u>Future Location of Milborne Port Library:</u></b></p> <p>Rick Jones of <i>Friends of Milborne Port Library</i> (FoMPL) was invited to give the brief context/history (including the involvement of Somerset Library Service) leading to the need for a temporary relocation of the Library whilst awaiting the completion of the Community Hub at the Redcliffe development; the FoMPL prefer the option of the downstairs room in the Town Hall and would require one full day and two half days a week; there is flexibility over which days. Jan Smith spoke on behalf of the WI and expressed concern over the potential impact on WI activities and costs for services, e.g. electricity, lighting, heating.</p> <p><i>Cllr. Sarah Dyke joined the meeting at 7:30 pm.</i></p> <p>Cllr. Carty explained that all of these details would be explored/discussed further with the aim of reaching a sensitive solution that would meet the needs of all; compromise would be needed.</p> <p><b>It was proposed by Cllr Carty that the Town Hall be the chosen venue and that the interested parties/stakeholders would meet and report back to the Parish Council. A formal agreement would need to be drawn up so that it is clear where responsibilities lie. This proposal was seconded by Cllr. Harrison and resolved unanimously.</b></p> <p><i>6 members of the public left the meeting after item 44. Attendees then moved to the council chamber for the rest of the meeting, starting at 7:45pm</i></p>
	<p>❖ <b>Reports from Somerset County Council:</b> <i>(Cllr. Sarah Dyke reported at 7.45pm following item 44.)</i></p> <ul style="list-style-type: none"><li>▪ Budget issues, inflation, rising energy prices across the country; all service areas being asked to look at savings across all areas that are not ring-fenced.</li><li>▪ Local Community Network consultation went out 5.9.22; SCC looking to parishes and communities for shaping the LCNs.</li><li>▪ Support of warm spaces/warm rooms, likely to be funding available for communities, further information will be published.</li><li>▪ Bus-It campaign – to promote bus transport to bring user rates up.</li><li>▪ Climate/Business Summit in Taunton later this year.</li><li>▪ Crackmore crossing likely to go ahead by Spring 2023 following further consultation on change to original plans.</li></ul> <p>❖ <b>Reports from South Somerset District Council:</b></p>

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	<ul style="list-style-type: none"><li>▪ District functions will operate under SCC 'brand'; quite a lot of staff movement due to perceived employment instability. Cllr. Dyke will pass on Cllr. Carty's concerns regarding impact on services across the district.</li></ul>
45	<p><b><u>New Play Equipment at Springfield Play Park:</u></b> Cllr. Wagner gave some background and talked through some of the details of the 3 quotations and there was some discussion about their relative merits; Cllrs. Lockey and Wagner recommended Hags as the contractor. Confirmation would be needed from Hags that there will be no extra charges for excavations/levelling.</p> <p><b>Cllr. Carty proposed that the Parish Council appoint Hags at a total cost of £44,600, to be drawn down from S106 money held by South Somerset District Council.; this was seconded by Cllr. Warren and resolved unanimously.</b></p> <p>Cllrs. Carty and Lockey thanked Cllr. Wagner for the work that she has done on this project.</p>
46	<p><b><u>Local Council Award Scheme – Application for Foundation Award:</u></b></p> <p><b>A: <u>Councillor and Officer Training Policy:</u></b> Cllr. Carty's proposed that the council adopt the revised policy, seconded by Cllr. Lockey and resolved unanimously.</p> <p><b>B: <u>Formal Application for the Foundation Award:</u></b> Cllr. Carty's proposed that the Council formally apply for the award as all the requirements were now in place, seconded by Cllr. Wagner and resolved unanimously.</p>
47	<p><b><u>Potential Sale of Public Land at Springfield:</u></b> Cllr. Carty reported on the informal meeting with a local developer about the possibility of selling a small strip of land alongside Springfield Road. £10,000 has been offered and maintenance issues loosely discussed; this was considered far too low an offer. It was noted that the Playing Fields Trustees would have to agree to any sale as the land is leased to them. Broadly agreed that any money raised would be used in enhance the Springfield area.</p> <p><b>Cllr. Tizzard proposed that;</b></p> <ul style="list-style-type: none"><li>○ <b>The offer be rejected as it was considered insufficient.</b></li><li>○ <b>That a fence be erected to block off the pedestrian gateway in order to protect the Council's land asset.</b></li><li>○ <b>A working group of Cllrs. Carty, Watts and Tizzard will consider how best to ensure the good use of that land for users of the recreation ground.</b></li><li>○ <b>That the council consider the true value of the land to be multiples of the offer that was made.</b></li></ul> <p><b>This proposal was seconded by Cllr Lockey and resolved by 8 votes in favour and 1 abstention.</b></p>

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48	<p><b><u>Review of Legal Setup of Springfield Recreation Area and Village Hall:</u></b> Cllr Carty confirmed that the Parish council held public liability insurance for all of the Parish Council's actions, but that it wasn't possible for the Parish Council to insure third parties on the same policy.</p> <p><b>Cllr. Carty proposed that a working party of himself, Cllrs. Lockey, Watts and Tizzard, and representatives of the Playing Fields and Village Hall Committees and the Clubs be established to examine the leases/legalities/responsibilities and to decide on what revisions or re-iterations might be required, possibly involving the services of a solicitor in the future; seconded by Cllr. Harrison and resolved unanimously.</b></p> <p>Action: Cllrs. Carty, Lockey, Watts and Tizzard to liaise over the establishment of this working party.</p>
49	<p><b><u>Appointment to Parish Council Committees:</u></b> Cllr. Carty proposed that Cllr. Capon be appointed to the Planning &amp; Environment Committee; seconded by Cllr. Wagner and resolved unanimously.</p> <p>Cllr. Grant's committee(s) appointment will be deferred to the next Full Council meeting.</p>
50	<p><b><u>Review of Current Full Council Projects Including all S106 Projects:</u></b> <i>Cllr. Lockey took over the Chair whilst Cllr. Carty was incapacitated.</i></p> <p>Cllr. Lockey briefly reviewed the current projects. He will chase up the drawing for the pavilion plans; a response from SSDC is awaited re. the tennis court resurfacing: the funding for the kicking walls is dependent upon the Wheathill Lane development.</p>
51	<p><b><u>PARISH COUNCIL ACCOUNTS:</u></b></p> <p><b>A. <u>Monthly Payments</u></b> The payments list for September had been circulated. <b>Cllr. Lockey proposed that the payments for September be approved; seconded by Cllr. Warren and resolved by 8 votes with one abstention</b></p> <p><i>Cllr. Sarah Dyke left the meeting at 8.55 pm.</i></p> <p><b>B. <u>Full Council Accounts and Balances</u></b> The accounts had been circulated, there were no questions.</p> <p><b>External Audit Result 2021/22:</b> The Clerk had tabled the council's external audit result for 2021/22. The certificate showed that the revaluing of the council's assets had missed a step in that the previous year's figure had not been reinstated on the paperwork. Other than that, there were no reported issues. It was agreed that the result will be published along with the public rights notice.</p>

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## **C. Hanging Baskets Watering Invoice:**

South Somerset District Council (SSDC) has been asked for paperwork to show that SSDC communicated their intention to charge for the watering, but none has been forthcoming.

**Cllr. Capon proposed that SSDC be informed that the Parish Council will not be paying the charge of £3,822.00 as this had not been agreed in advance and information regarding arrangements for next year be provided so that the Parish Council can debate whether to proceed with hanging baskets next year; seconded by Cllr. Lockey and resolved unanimously.**

Cllr. Wagner suggested that the Parish Council also consider more sustainable options for next year.

## **D. Appointment of Internal Auditor 2022/2023**

The Clerk reminded members that the Parish Council undertook a procurement process a year ago and this resulted in 'Do the Numbers' being appointed. It was normal practice to stick with the same Internal Auditor for a few years and this year there has been no price increase.

**Cllr. Lockey proposed that Do the Numbers be reappointed for 2022/23 at £750 for the year (two visits + ongoing support); seconded by Cllr. Harrison and resolved unanimously.**

## **E. SAAA External Audit Procurement**

**Cllr. Lockey proposed that the Parish Council confirms its opting into the procurement process for the next five years as it offers the best value for money; seconded by Cllr. Wagner and resolved unanimously.**

*Cllr Carty returned to the Chair*

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## **Verbal Reports:**

### **a) Council Chairman's report**

- Local Government Reorganisation – LCNs survey – wanted quick response which was unreasonable for a parish council. General feeling that LCNs should be as small as possible.
- Thank you to everyone, both councilors and the volunteers beyond the council for working during the summer, has been a lot been going on.

### **b) Parish Clerk's report**

- Market Town Investment Group announce some unexpected, last minute grant funding of up to £9,000, deadline for the project/application was yesterday – Cllr Lockey & the Clerk acted quickly to apply for 100% funding towards street furniture, bins, cycle racks, ball stop netting, benches & picnic tables – awaiting result.

### **c) Members' Reports from outside organisations**

- **Health and Wellbeing:** Cllr Lockey reported liaising with Sue Crisfield - keen to become a Dementia Friendly Community. Information/open day on 21<sup>st</sup> September 1.30 – 3:00pm at Church House. There will be a 50-minute talk.

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	<p>d) <b>Chairmen's Reports from the Parish Council Committees</b> None</p>
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**End of formal meeting – 9:12pm**

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