

# Full Council



## NOTICE OF MEETING:

The next Full Council Meeting will be held on  
**Tuesday 1<sup>st</sup> November 2022 at 7:00pm**  
in The Council Chamber, The Town Hall, Milborne Port

To all Members of Milborne Port Parish Council, you are hereby summoned to attend the above meeting, to resolve on the business as outlined below:

Signed:

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

Mr Simon Pritchard PSLCC

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

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### ❖ Public Question and Comments:

Before the start of the formal meeting the Public have the opportunity to make a statement. Questions may be answered in writing or deferred to a committee. Once the formal meeting has started the Public are reminded that they have no right to speak.

### ❖ Reports from Somerset County Council:

To receive a report from County Councillor Sarah Dyke or Nicola Clerk.

### ❖ South Somerset District Council:

To receive a report from District Councillor Sarah Dyke.

### ❖ Local Government Reorganisation in Somerset:

To receive any updates about the process towards a unitary council for Somerset.

### ❖ Reports from Somerset Constabulary:

To receive any reports from the Somerset Constabulary.

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## Agenda:

### 65) Apologies for Absence:

To receive any apologies for absence.

### 66) Declarations of Interests & Applications for Dispensations to Participate:

Members are reminded of their obligation to declare any Pecuniary or Other Interests they have under the Localism Act 2011 and the LGA Code of Conduct. Dispensations to participate must be applied for before the meeting by submitting the form to the Clerk.

A. To receive any declarations of interests from members:

B. To resolve on applications submitted to the Proper Officer for a dispensation to participate:

**67) Adoption of Full Council Minutes:**

To adopt the minutes of: **Tuesday 4<sup>th</sup> October 2022**

**68) Relocation of Milborne Port Library :**

**A. Update:**

To receive any updates on the project to relocate the library to the large downstairs room of the Town Hall and resolve on any further action required.

**B. Employment of a Cleaner for the Town Hall:**

It has been agreed that the W.I. will no longer clean the large downstairs room, kitchen and W/C from the 1<sup>st</sup> of November. Council is asked to approve the employment of a cleaner for the Town Hall, 2 hours per week.

**69) Cost of Christmas Tree for area outside of Town Hall:**

The Parish Council has set budget of £200 to pay for this tree. At the October meeting the Council resolved to increase that budget to £385, only to be told after the meeting had closed that a budget of at least £700 was required. Members indicated that had this information been available the budget would have been set as up to £1,000. Members to ratify this change.

**70) Review of Legal Setup of Springfield Recreation Area and Village Hall – Update:**

To receive any updates from the working group on this project and resolve accordingly

**71) Review of Current Full Council Projects Including S106 Projects:**

To review the S106 projects and to receive the action list, adjusting any priorities as appropriate.

**72) Policy Review: Complaints Procedure:**

To review and readopt the Parrish Council's complaints procedure.

**73) PARISH COUNCIL ACCOUNTS:**

**A. Monthly Payments:**

To receive and approve the payments for November 2022. Full listing is on the council's website. <http://milborneportpc.org.uk/finance/>

**B. Full Council Accounts & Bank Balances:**

To receive the Full Council accounts and bank balances.

- 30/09/2022 – Reserve Account - £234,881.82
- 30/09/2022 – Current Account - £1,500.00

**74) Verbal Reports:**

To receive and note any urgent verbal updates and refer to a committee if appropriate.

- a) Council Chairman's report
- b) Parish Clerk's report
- c) Members' reports from outside organisations:
- d) Chairman's reports from the Parish Council Committees:

**75) Confidential Session:**

To pass a resolution to exclude the press and public from agenda item 76 to allow potential nominees to be debated in confidence.

**76) Award of Honorary Titles:**

To resolve on the offering of an honorary title to a person(s) who have rendered eminent services to the Parish Council (Alderman / Alderwoman) or Milborne Port (Freewoman / Freeman)

NB: If any members of the public with mobility issues that prevent them from being able to climb stairs wish to attend, please let us know before the morning of the meeting so that we can arrange to relocate to the downstairs room.