

The Management Committee



NOTICE OF MEETING:

The next Management Committee Meeting will be held on
Tuesday 22nd November 2022 at 7:00pm
in **The Council Chamber, The Town Hall.**

Chairman: Mr R. Lockey

Membership: Councillors; Mrs L Harrison (Vice-Chair), Mr T. Campbell, Mr T. Watts,
Mr R. Tizzard, Mr T. Carty, Mr R Warren, Mr C Phillips, Mr D Grant.

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 PSLCC

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:

37) Apologies for Absence:

To receive any apologies for absence.

38) Declarations of Interests & Dispensations to Participate:

Members are reminded of their obligation to declare any Pecuniary or Other Interests they may have under the Localism Act 2011 and the LGA Code of Conduct for Somerset. 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 any Dispensations to Participate applications:

39) Adoption of Minutes:

To adopt the minutes of the last Management Committee meeting held on: **Tuesday 25th October 2022**

The Management Committee - Milborne Port Parish Council – 22nd November 2022

Website: www.milborneport.org.uk

Email: clerk@milborneportpc.org.uk

Committee Officer: Simon Pritchard

Tel: 01963 251268

40) Review of Council's Tenancies:**A. Town Hall: Upstairs Small Room:**

The upstairs room is leased to Something Else Fishy for £60.00 per month. Members to review this arrangement.

B. Chapel at Cemetery:

The Chapel is leased to the History Group for £10.00 per year, on a three-year agreement, signed in November 2021. Members to note this arrangement.

C. Town Hall: Room Lease Agreement for W.I.

To ratify the agreement come to with the Library and W.I on room cost for the W.I.

41) The Cemetery Management:**A. Cemetery Extension Environmental Management Plan:**

To agree the environmental management of the cemetery extension. Committee to resolve if the area will be offered for leased grazing or managed inhouse (and if so how).

B. Cemetery Fees for 2023/24:

To resolve on the cemetery fees from 1st April 2023.

C. Sale of Pew in Chapel:

The History and Heritage group has requested that the wooden pew be removed from the Chapel to create more space. Committee to resolve if this should be sold.

42) Management of: The Allotments:**A. Tenancy Agreement Review 2023:**

To review the allotment tenancy agreements and the recommended adjustments and resolve.

B. Allotment Fees for 2024:

To set the allotment fees for 2024. The fees for 2023 are Full: £55.00 - ½ £30.00

43) Community Woodland – Grass Cutting:

To receive an updated from Cllr Warren as to the costs for a local environmental group to help managed the area and resolve accordingly.

44) MANAGEMENT COMMITTEE:**A. Committee Finance:**

To receive & review the committee budget lines and any verbal report from the Clerk as to any possible future unbudgeted liability that would have a significant impact on the Council's finances, or areas where a cost savings can be made.

B. Committee Action List:

To receive the current committee projects / actions and adjust any priorities as appropriate.

45) Management Committee - Budget / Projects 2023/24:

To consider and resolve on projects & costs for the 2023/24 budget. Members to suggest projects for next year with costings. Also earmarked funds to be reviewed.

46) Verbal Updates:

To receive and note any short verbal updates from:

- a) The Chairman or Parish Clerk**
- b) Parish Footpaths / Rights of Way**
- c) Projects in progress / updates from the last committee meeting:**
 - Water Butts – The Chapel
 - Loft Insulation – The Chapel