

The Management Committee

MILBORNE PORT PARISH COUNCIL

Minutes of the Management Committee Meeting
held in The Council Chamber, The Town Hall.

Tuesday 25th October 2022 @ 7:00pm

Present:

Councillors: Mr R. Lockey (Chairman), Mrs L. Harrison, Mr C. Phillips, Mr R. Tizzard, Mr R. Warren, Mr T. Watts.

In Attendance:

Mr Simon Pritchard - Parish Clerk & Burials Officer
Nathalie Hetherington - Deputy Parish Clerk

Public Question and Comment Time:

No members of the public were present.

Agenda Number:	Agenda Item:
27	<u>Apologies for Absence:</u> Councillors: Mr T. Carty.
28	<u>Declarations of Interests & Dispensations to Participate:</u> A. To receive any Declarations of Interests from Members: None. B. To resolve on any Dispensations to Participate applications: None.
29	<u>Adoption of Minutes:</u> <ul style="list-style-type: none">Tuesday 26th July 2022 Cllr Lockey proposed that the Committee adopt the minutes of the meeting held on 26th July 2022; seconded by Cllr Warren and resolved unanimously.
30	<u>Play Parks Quarterly Inspection Reports:</u> The Committee Officer had circulated the professional September 2022 Play Park inspection reports ahead of the meeting.

Milborne Port Parish Council: Management Committee: 25th October 2022

Committee Officer: Simon Pritchard

Website: www.milborneportpc.org.uk

Email: clerk@milborneportpc.org.uk

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

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	<p>Springfield:</p> <ul style="list-style-type: none">• Offensive graffiti on wooden shelter; not worth redecorating at this stage as shelter to be demolished soon but needs to be covered. Cllr. Lockey plans to attend to this.• Spinner on multi-play unit is broken; replacement of broken parts imminent as they have been delivered to the inspector who will do the work.• Edges of the concrete plinth that the bin sits on can also be sprayed white. <p>Gainsborough:</p> <ul style="list-style-type: none">• Ranger has attended to some minor issues on the report.• Offensive graffiti has been covered with different more graffiti that isn't offensive. <p>Discussion took place regarding the playground inspector and his reports and whether it is worth going out to tender again but general opinion was that it would be difficult to find someone local who could offer a similar service at the same cost.</p>
31	<p><u>The Cemetery Management:</u></p> <p>A. <u>Extension Environmental Management Plan:</u> The Parish Council is working towards preparing the extension area for burials. Cllr. Watts proposed that the extension area not be used as a dog-walking area and therefore dogs not be allow into the area; seconded by Cllr. Harrison and resolved unanimously. Further discussion took place about possible changes to the fence erection plan at the cemetery in light of this resolution. The Clerk and Cllr. Harrison will meet at 8am Wednesday 26th October at the cemetery to talk with the fencing contractor.</p> <p>B. <u>Water Butts – The Chapel:</u> It was agreed to set a budget of up to £200 to purchase two black plastic water butts and install.</p> <p>C. <u>Loft Insulation – The Chapel:</u> Cllr. Warren proposed that the contract be given to Ridgeway at a cost of £675.00 + VAT; seconded by Cllr. Phillips and resolved by 5 votes with one abstention.</p> <p>D. <u>A Spoil Heap:</u> Cllr. Harrison proposed that undertakers should be required to remove from site any leftover soil; seconded by Cllr. Lockey and resolved unanimously. Cllr. Watts noted that cemetery fees will need to be reviewed in light of this change; this will be done as part of the normal annual review of fees.</p>

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	<p>E. <u>A Compost Heap:</u> Cllr. Phillips proposed acceptance of the Clerk’s recommendation that a hedge be reinstated around the bottom corner of the old section of the cemetery are the area be used as a compost heap; seconded by Cllr. Lockey and resolved unanimously.</p>
<p>32</p>	<p><u>The Community Shed, The Allotments:</u> Discussion took place around the future use of the communal shed that once was used to house spare/shared tools, as well as paraphernalia. Over the years it has become a dumping ground for tool that don’t work or plastic /nets that should have been binned.</p> <p>It was agreed that the shed be cleared (tools offered to a charity if suitable for upcycling) and that use of the shed space be offered to approximately 6 tenants (figure to be determined once clearance has taken place) at a fee of £10 per year. The Deputy Clerk/Allotments Officer will inform tenants of this opportunity in the renewal letters next month and tenants can apply on a ‘first come, first served’. Cllr. Warren will help with clearance plans.</p> <p style="text-align: right;">Action: Office to liaise with Cllr. Warren to organise clearance process and the administration of the shed rental. A padlock with combination lock will need to be purchased.</p>
<p>33</p>	<p><u>Community Woodland – Grass Cutting:</u> A quotation was received and discussed. It was decided to review the plans for this area. Cllr. Warren will contact UCAN (the organisation that have been doing environmental management for biodiversity in Milborne Port already, in liaison with the Climate and Nature Action group). It is possible that they could advise and work 2 or 3 times a year using their volunteer team; there would be some expenses to meet. The volunteer who currently mows a pathway through the orchard would need to be involved.</p> <p style="text-align: right;">Action: Cllr. Warren will liaise with UCAN and report back to this Committee.</p>
<p>34</p>	<p><u>Town Hall Maintenance Priorities:</u> Cllrs. Harrison and Phillips have liaised with the Clerk to list possible improvements; this list had been circulated and was discussed. The list and its priorities were approved.</p> <p style="text-align: right;">Action: The Office to move ahead with researching and procuring quotations.</p>

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35	<p><u>MANAGEMENT COMMITTEE:</u></p> <p>A. <u>Committee Finance:</u></p> <p>The budget was received. Cllr. Warren mooted the idea of hedge planting along the fence between the allotments and the playpark at Gainsborough; the Woodland Trust might donate plants and the Milborne Port Climate and Nature Action Group might be able to do the planting. Cllr. Warren will look into this and report back.</p> <p>Cllr. Tizzard proposed that a future agenda item be around deferring spending of some of the budget in order to make savings on the advice of the Committee Officer.</p> <p>B. <u>Committee Action List:</u></p> <p>The list was received and discussed; it was agreed that priorities remain as indicated. In the discussion about hanging baskets, Cllr. Tizzard suggested that the council considers looking into the possibility of procuring corporate sponsorship from local businesses.</p>
36	<p><u>Verbal Updates:</u></p> <p>a) The Chairman or Parish Clerk: Nothing further to report.</p> <p>b) Parish Footpaths/Rights of Way: Debbie Barsby is still addressing footpath issues that are reported via the SCC website. Cllr. Warren reported that the stile at the end of the path at bottom of East Hill that comes out onto Wheathill Way needs some work; the Clerk will check this out and report if necessary.</p> <p>c) Projects in progress/Updates from the last committee meeting:</p> <ul style="list-style-type: none">• New Allotment Space – now tenanted and being worked.• Roof repairs to Cemetery Chapel - almost complete; most of the scaffolding has been removed.• Spoil Heap Removal - has been completed.• Cemetery Extension – as discussed above.• Community Woodland Fencing – as discussed above.• Kitchen/WC Flooring – completed and looking very smart. The WI will provide information about the new lavatory seat being requested.
	Meeting Closed 20.40