

# Full Council

## MILBORNE PORT PARISH COUNCIL

Minutes of the Full Council meeting  
held in The Council Chamber, Milborne Port Town Hall

**Tuesday 3<sup>rd</sup> January 2023 @ 7:00pm**

**Present:**

Parish Councillors: Mr Tim Carty (Chairman) Mr Rob Lockey (Vice-chairman)  
Mrs Margert Capon Mr David Grant  
Mrs Lyn Harrison Mr Robert Tizzard  
Mrs Anna Wagner Mr Richard Warren  
Mr Ted Watts

**In Attendance:**

The Parish Clerk: Mr Simon Pritchard  
Deputy Parish Clerk: Miss Nathalie Hetherington  
2 members of the public

❖ **Public Questions and Comments:**

- Martin Lancaster from the Village Hall reported in detail on the Committee's decision to cease booking Moviola film showings following discussions with Moviola regarding their cancellations, limited projectionist capacity and requests to change dates. It was acknowledged that the balance of the Parish Council's grant to the Village Hall to support the Moviola provision will be retained to fund a desired relaunch in September 2023. Cllr. Tizzard offered to draft a plea letter on behalf of the Village. Ultimately the Village Hall Committee is looking to buy its own projecting equipment and just rent the film disk.
- Cllr. Tizzard raised the ongoing problem of flooding at White House Farm and requested that the Parish Office contact SCC Highways again and raise with Cllr. Dyke for support; councillors will encourage individual residents to report via the Somerset County Council website. The Parish Clerk was able to confirm that the flooding had already been reported by himself.
- Cllr. Capon reported that a resident is concerned about 3 daytime thefts of trailer hitches from vehicles from East Street Car Park; it was suggested that the most recent crime report be checked for information.

❖ **Reports from Somerset County Council:**

Not in attendance - no written report provided.

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

Not in attendance - no written report provided.

❖ **Local Government Reorganisation in Somerset:**

- A meeting about LGR will be attended by Cllr. Carty on 2<sup>nd</sup> February.
- Parliamentary constituency boundary change information has been circulated by Cllr. Carty. Will lose Frome from constituency but gain Glastonbury and Somerton.
- Feedback from the Local Councils Networks consultation is that smaller areas are preferred, this is in contrast to the preference of the Somerset Council executive for larger areas.

❖ **Reports from Somerset Constabulary:**

No report provided and no representative in attendance.

**Milborne Port Parish Council: Tuesday 3<sup>rd</sup> January 2023**

Parish Clerk: Simon Pritchard PSLCC  
Website: [www.milborneportpc.org.uk](http://www.milborneportpc.org.uk)

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

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<b>Agenda Number:</b>	<b>Agenda Item:</b>
<b>89</b>	<b><u>Apologies for Absence:</u></b> Councillors: Mr Chris Phillips (holiday); Mr Tom Campbell (illness); Ms. Sarah Dyke (Somerset County Council & South Somerset District Council)
<b>90</b>	<b><u>Declarations of Interest &amp; Applications for Dispensations to Participate:</u></b> None.
<b>91</b>	<b><u>Adoption of Full Council Minutes:</u></b> <ul style="list-style-type: none"><li>▪ <b>Tuesday 6<sup>th</sup> December</b></li></ul> <p>Cllr. Wagner requested two amendments to item 84 – <i>intended</i> roll and remit; PTFA grant request <i>KS1</i> and playgroup.</p> <p>The Clerk asked that any request for amendments are made to him in advance of the meeting to given him the time to consider and go over his notes. This then allows for the final version to be presented to the Council for adoption.</p> <p><b>Cllr. Carty proposed that the minutes of the Full Council meeting of 6<sup>th</sup> December be adopted subject to the amendments requested by Cllr. Wagner, seconded by Cllr. Grant and resolved by 8 votes with 1 abstention due to absence.</b></p>
<b>92</b>	<b><u>Relocation of Milborne Port Library:</u></b> <b><u>A: Update (inc. WI Licence to use room):</u></b> Andy Perks reported on positive progress; increased footfall, especially on a Friday with the WI present at the same time. More streamlining to come. Heating and moisture remain concerns; humidifiers are about to be deployed.  Cllr. Carty reported on the issue that has arisen with drainage in the kitchen; a blockage is producing an unpleasant smell. Solutions are being explored.  Cllrs. Grant and Carty and Jan Smith of the WI have worked together to produce a final draft licence document currently being scutinised by the WI Committee.  <b><u>B: Signage for Library:</u></b> Movable sign for outside the building will be provided by the Library. Cllr. Carty proposed that a sign for the main door be ordered, of roughly the same proportions as the existing WI sign and to be positioned below the existing sign; seconded by Cllr. Harrison and resolved unanimously.  <b>Action: The Office to place the order with a sign writer.</b>

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<p>93</p>	<p><b><u>PARISH COUNCIL ACCOUNTS:</u></b></p> <p><b>A. <u>Monthly Payments</u></b> The payments list for January 2023 had been circulated.</p> <p>Some discussion was had regarding the future of the ranger scheme and the quality of the grass cutting at the cemetery.</p> <p><b>Cllr. Carty proposed that the payments for December 2022 be approved; seconded by Cllr. Warren and resolved unanimously.</b></p> <p><b>B. <u>Full Council Accounts and Balances</u></b> The accounts had been circulated; looking like the Council will be underspent on budget, but will have spent around £10,000 of reserves, less than planned.</p>
<p>94</p>	<p><b><u>Interim Internal Audit Report 2022/23</u></b> The internal auditor's report was received and scrutinized. Cllr. Carty noted the suggestion that the allotment invoices be generated by the Scribe accounts system, it was agreed that the current system is satisfactory; suggestions regarding Disclosable Pecuniary Interests and the Community Hub were acknowledged.</p>
<p>95</p>	<p><b><u>Queen Elizabeth II Memorial Bench Location:</u></b> South Somerset District Council have funded the bench. The Parish Council have undertaken a public consultation is to where residents would like to see the bench installed. The location of Gunville Gardens was accepted.</p> <p>Cllr. Wagner observed that other benches in poorly lit areas tend to attract litter. Cllrs. Warren and Grant will form a working group in order to plan a village litter pick event, similar to the one held in 2018.</p> <p><b>Action: The Office to proceed with the process of bench installation once the appropriate permissions have been obtained.</b></p>
<p>96</p>	<p><b><u>Council Policy Review: Privacy Notice</u></b> The Clerk reported that there had been no updated issued by NALC to their template policy. <b>Cllr. Carty proposed that the NALC template document be readopted, seconded by Cllr. Watts and resolved unanimously.</b></p>
<p>98</p>	<p><i>Cllr. Carty proposed that this item precede Item 97 and this was agreed.</i></p> <p><b><u>Parish Council Precept 2023/24</u></b> Cllr. Carty reiterated the budget setting process. The Clerk talked members through the PowerPoint presentation; three options were presented and discussed, two of which involved using some of the reserve funds to reduce the precept and thus provide residents with a smaller increase in their council tax.</p>

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	<b>Cllr. Wagner proposed that the precept be raised by 9% per Band D property for 2023/24, seconded by Cllr. Tizzard and resolved with 8 in favour and 1 against.</b>
97	<p><b><u>Verbal Reports:</u></b></p> <p><b>e) Reports from Working Groups</b> <b>Corporate Sponsorship</b> – Membership; Cllrs Tizzard, Watts &amp; Phillips Cllr. Tizzard talked through the recently formed working group’s early ideas on corporate funding that he had circulated in a document on the day of the meeting. Will be asking South Somerset District Council for input and Cllr Sarah Dyke The plan is to produce a model based on a project that might attract corporate sponsorship and share it with the Full Council before applying it to a ‘live’ project.</p> <p><b>e) Reports from Working Groups</b> <b>Review of Legal Setup of Springfield Recreation Area and Village Hall – Membership;</b> Cllrs Carty, Lockey, Watts and Tizzard Cllr. Carty thanked the work done by Cllr. Wagner on scrutinising the documents and records held by the Parish Council regarding the lease of the playing fields and associated issues, with a view to seeking to clarifying a confused picture in its contextual history; there are some ‘known unknowns’ yet to be resolved.</p> <p><b>a) Council Chairman’s report</b></p> <ul style="list-style-type: none"><li>• Possible tennis court refurbishment funding: there has been no movement with this but Cllr. Carty believes that a solution is achievable and will pursue.</li></ul> <p><b>b) Parish Clerk’s report</b></p> <ul style="list-style-type: none"><li>• Nothing to report.</li></ul> <p><b>c) Members’ Reports from outside organisations</b></p> <ul style="list-style-type: none"><li>• Cllr. Lockey thanked the Parish Council on behalf of Milborne Port Food Share for the recent community grant which will make a significant impact upon provision. Cllr. Carty thanked the organisers in turn for their important work.</li><li>• Emergency Plan: nothing to report at this stage but Cllr. Capon plans to report some progress at the next Full Council meeting</li></ul>

**End of formal meeting – 21:13**

After the formal closure of the meeting, Cllr. Carty informed members that a complaint has been made to the council and that will be handled by the HR committee.