

The Management Committee

MILBORNE PORT PARISH COUNCIL

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

Tuesday 23rd May 2023 @ 7:10pm

Present:

Parish Councillors: Mr Tim Carty Mrs Margaret Capon
Mr David Grant Mr Rob Lockey
Mr Chris Phillips Mr Richard Warren
Mr Ted Watts

In Attendance:

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

Public Question and Comment Time:

- No members of the public attended.
- Cllr. Grant commented on the success of the Litter Pick and WI involvement on 13th May; there was some discussion about future dates, decisions will be made at the next Full Council meeting on 6th June – possibly late November 2023 and possibly 23rd March 2024.
- Cllr. Warren asked about the recent mowing/strimming of area of land recently fenced off at Springfield in front of the new house; this had grown long because of a misunderstanding on the part of the contractor; Cllr. Warren was concerned that the cuttings had been left so he and partner cleared the area.

Agenda Number:	Agenda Item:
1	Cllr. Carty chaired the meeting until Item 4. <u>Apologies for Absence:</u> Councillors: Cllr. Lyn Harrison & Cllr. Robert Tizzard
2	<u>Declarations of Interests & Dispensations to Participate:</u> A. To receive any Declarations of Interests from Members: None. B. To receive any voluntary notification of a link with any of the agenda items: Cllr. Capon requested that it be noted that she has an allotment – Item 9b/c. C. To resolve on any Dispensations to Participate applications: None.

Milborne Port Parish Council: Management Committee: 23rd May 2023
Committee Officer: Simon Pritchard
Website: www.milborneportpc.org.uk

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

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3	<p><u>Election of Management Committee Chairman for the Municipal Year:</u> Cllr. Carty proposed that Cllr. Lockey be re-elected as Management Committee Chairman to serve until May 2024; seconded by Cllr. Watts and resolved by 6 votes with 1 abstention.</p>
4	<p>Cllr. Lockey chaired the meeting from this point in the meeting.</p> <p><u>Adoption of Minutes:</u> Cllr. Phillips proposed that the Committee adopt the minutes of the meeting held on Tuesday 28th March 2023; seconded by Cllr. Lockey and resolved unanimously.</p>
5	<p><u>Election of Committee Vice-Chairman:</u> Cllr. Lockey proposed that Cllr. Phillips be elected as Vice-Chairman to serve until May 2024; seconded by Cllr. Carty and resolved by 6 votes with 1 abstention</p>
6	<p><u>Review of the Committee's Terms of Reference:</u> Cllr. Lockey proposed that the draft Terms of Reference for the Management Committee be recommended to the Full Council for adoption; seconded by Cllr. Phillips and resolved unanimously.</p>
7	<p><u>Review of the Committee's Meetings: Time, Location, Day and frequency</u> Cllr. Lockey proposed that the current arrangements be continued; seconded by Cllr. Phillips and resolved unanimously. Fourth Tuesday of every other month at 7pm in the Town Hall's Council Chamber.</p>
8	<p><u>St John's Churchyard – Lawn Mowers:</u></p> <p>A. <u>Purchase of a New Push Lawn Mower</u> Due to the way the Churchyard is now being managed, the grass is being collected so the sit on mower is no longer any use and a further push mower that can collect the grass is required. Cllr. Watts proposed that a new push lawn mower be purchased – Kaaz COBRA COM 53 SPH-Pro - for use by the volunteers who tend the churchyard at a cost of £1,395 inc. VAT; seconded by Cllr. Carty and resolved unanimously.</p> <p>B. <u>Gifting of a Sit-on Mower</u> The Parish Clerk informed the Committee that why he had at first been positive about the idea of accepting the offer from the PCC for the gifting of the sit-on mower actually the council as nowhere to keep the mower, and no one to use it. The mower</p>

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	<p>was slow and had had many repairs carried out to it in the last few years. It would seem better that if the council was to invest in such a thing that it would be something a newer in better condition.</p> <p>It was agreed to see what the outcome of agenda item 10 was first before declining the offer.</p>
9	<p><u>THE ALLOTMENTS:</u></p> <p>A. <u>Break-Ins/Thefts</u> There was a discussion and sharing of information about the recent spate of break-ins and thefts of tools and equipment from sheds on site. It was agreed that no action is appropriate at this time; it is impossible to secure the site and tenants are responsible for the security of their own sheds.</p> <p>B. <u>Removal of Community Shed</u> Cllr. Lockey proposed that the communal shed be completely removed at a cost of £1,600 because of the presence of asbestos in the roof and the deteriorating condition of the wood, making roof replacement unviable; seconded by Cllr. Phillips and resolved unanimously.</p> <p>C. <u>Replacement of Community Shed</u> There was discussion regarding whether the purchase and installation of a replacement communal shed was financially justifiable considering the small number of tenants using the space in the current shed.</p> <p>Cllr. Carty proposed that the Committee does not replace the shed; seconded by Cllr. Watts and resolved unanimously.</p>
10	<p><u>Springfield Grass Cutting:</u> There was a discussion regarding the recent problem with the mowing of the cricket pitch in recent weeks, which was not as contracted in terms of timing and length. It was agreed that the onus be put upon the Cricket Club to liaise directly with the contractor – Dykes. Contact details will be provided to the Cricket Club. If the problems continue, the Committee will consider putting the contract out for tender.</p> <p>Cllr. Carty mooted the idea of the Council purchasing its own mower for Springfield and housing it there. When the current storage container is replaced it would be important to ensure there would be enough space in the new storage facility to give this option.</p>
11	<p><u>Hanging Baskets for the High Street:</u> No updates to report as no actions had been followed through with Somerset Council.</p>

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	Action – Cllr. Lockey to liaise directly with Somerset Council; the Office will provide contact details.
12	<p><u>MANAGEMENT COMMITTEE:</u></p> <p>A. <u>Committee Finance:</u> The budget lines were received and reviewed without questions or comments. In order that progress can be made with projects for which funding has been allocated, the Parish Clerk asked members for help procuring quotations.</p> <p>B. <u>Committee Action List:</u> This was received with no adjustments to the priorities made.</p> <ul style="list-style-type: none"> • Cllr. Carty commented that all parties are happy with the Community Room rental agreement. • It was agreed the new bin purchased for Springfield will be used to replace a rotting one around the side of the Village Hall. • The Committee Officer reminded members that it had been agreed to maintain the cemetery extension as a grassed area for the time-being, ahead of plans to be drawn up for the planting of trees and shrubs. Cllr. Warren added that there will be means of cutting and clearing the growth there.
13	<p><u>Play Parks Quarterly Inspection Reports</u> This report from March 2023 was received and some items discussed.</p> <p>At Springfield:</p> <ul style="list-style-type: none"> • The rubber tiles around and under the swings will need replacement. • Cllr. Lockey offered to paint the swing posts if the council provides paint. • The old flooring of the removed shed will need a few bits to be removed/levelled. • An install inspection is required on the new equipment, this will be carried out on Friday (25th may), every effort will be made to have all the fencing removed before the Bank Holiday weekend. • One of pedestrian gates is closing too fast; the Clerk has asked the contractor installing the new equipment if he can help by making the adjustment and is waiting for more details; Cllr. Lockey will also check it out to see if there is anything that he can do to help with this. <p>At Gainsborough:</p> <ul style="list-style-type: none"> • The agility trail is still being described as a risk because it is slippery; the Parish Clerk does not accept this and has not found it so in any of his inspections. • The bird droppings at the skate park will be pressure washed by the Ranger.
14	<u>Verbal Updates:</u>

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	<p>a) The Chairman or Parish Clerk Nothing further to report.</p> <p>b) Parish Footpaths/Rights of Way The Parish Clerk will contact Debbie Barsby for an update.</p> <p>c) Projects in progress/updates from the last committee meeting: Bike racks have been installed at Springfield and Gainsborough.</p>
	Meeting Closed 20.15