

Full Council



Parish Council

NOTICE OF MEETING:

The next Full Council Meeting will be held on
Tuesday 5th December 2023 at 7:00pm
in The Town Hall, The High Street, Milborne Port, Somerset.

Chairman: **Cllr T. Carty**

Vice-chairman: **Cllr R. Lockey**

Membership: **Cllr M. Capon, Cllr D. Grant, Cllr R. Tizzard, Cllr R. Warren, Cllr T. Watts,
Cllr C. Phillips, Cllr T. Campbell, Cllr G. Coombs**

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:

Mr S. Pritchard PSLCC

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

Reports from Somerset Council:

To receive a verbal report from Somerset Councillor Sarah Dyke or Nicola Clerk. Also, an opportunity for anyone including the public to ask questions.

Public Statements 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.

Agenda:

82) **Apologies for Absence:**

To receive any apologies for absence.

83) **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 Somerset Code of Conduct. Dispensations to participate to be applied for before the meeting by submitting the form to the Parish 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:

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

To adopt the Full Council minutes of: **Tuesday 7th November 2023**

85) CO-OPTION OF NEW COUNCIL MEMBER:

The Council has three vacant seats. The vacancies have been advertised and one application received from Mr John Price.

A. Interview of Candidate:

Candidate will be invited to outline why they would like to join the Council and answer any questions from Members.

B. Nomination and Voting:

Members are invited to make a proposal of co-option.

C. Declarations of Acceptance of Office:

If a motion of co-option is resolved upon, the new member will be invited to sign a declaration of acceptance of office and join the council table for the rest of the meeting.

86) Delivery of the Community Hub by Redcliffe Homes:

To receive any verbal update on the progress of the delivery/building of the much anticipated community hub for use as a community library.

87) Somerset Council - Asset and Service Devolution:

To receive letter from Somerset Council and resolve on any further action.

88) Formation of new Village Hall Management Committee:

The current trustees of the village hall have announced they are to handover the trusteeship to the corporate body of the parish council, the parish council have accepted this and will act as the sole trustee from April 2024. It has been agreed to form a shadow village hall management committee to oversee the recruitment of a village hall manager and then take over as the actual management committee in April 2024

A. Adoption of Terms of Reference for new Village Hall Management Committee:

To receive and approve the terms of reference.

B. Appointment to the new Village Hall Management Committee:

To appoint councillors and non-council members to the new committee.

89) Purchase of CCVT for Springfield (Village Hall):

To receive quotes and resolve on a supplier for CCTV on the Village Hall.

90) Appointment to Council Committee:

To consider the appointment of Cllr Coombs and any other Member to a committee.

91) HR Committee Recommendation - Pension Contribution:

To resolve upon the HR Committee recommendation that the council set a policy of contributing 15% towards staff pensions.

92) PARISH COUNCIL COMMUNITY GRANTS:

To receive four applications for community grants

- A. **Milborne Port Village Hall:**
To receive and resolve upon application for £3,000.
- B. **Milborne Port Primary School PTFA:**
To receive and resolve upon application for £5,201.92.
- C. **Milborne Port Memorial Playing Fields:**
To receive and resolve upon application for £5,600.
- D. **(Somerset) Citizens Advice:**
To receive and resolve upon a request for funding.

93) PARISH COUNCIL ACCOUNTS:

- A. **Monthly Payments:**
To receive and approve the payments for: **December 2023**
Full listing is on the Council's website. <http://milborneportpc.org.uk/finance/>
- B. **Full Council Accounts & Bank Reconciliation:**
To receive the full council accounts and bank reconciliation.

94) Full Council Budget Lines for 2024/25:

To receive a report and resolve upon the full council budget lines for 2024/25

95) Activities Planner: Current Full Council Projects Inc S106 Projects:

To receive the activities planner and adjust any priorities as appropriate.

96) 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:

- Council Staff off from 20th December to 2nd January
- Next Full Council one week later – 9th January
- Hope you have a pleasant Christmas break & a happy new year.

c) Members' reports from outside organisations: