

The Management Committee



Parish Council

NOTICE OF MEETING:

The next Management Committee Meeting will be held on
Tuesday 21st November 2023 at 7:45pm
in The Town Hall, The High Street, Milborne Port.

Chairman: **Cllr R. Lockey**

Vice-chairman: **Cllr C. Phillips**

Membership: **Cllr T. Campbell, Cllr T. Watts, Cllr R. Tizzard, Cllr T. Carty,
Cllr R. Warren, Cllr D. Grant, Cllr M. Capon**

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:



Mr Simon Pritchard PSLCC

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

7:45pm 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:

41) Apologies for Absence:

To receive any apologies for absence.

42) 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 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 any Dispensations to Participate applications:

43) Adoption of Minutes:

To adopt the minutes of the last Management Committee meeting held on:

- **Tuesday 26th September 2023**

The Management Committee - Milborne Port Parish Council – 21st November 2023

Website: www.milborneport.org.uk

Email: clerk@milborneportpc.org.uk

Committee Officer: Simon Pritchard

Tel: 01963 251268

44) Allotment Fees for 2025:

To receive information as to the current fees and resolve on the fees for 2025

45) Tree Risk Assessment Survey:

To receive information as to the last time this survey was carried out and resolve on the appointment of a company to undertake a new one, to include a list of recommend works.

46) Restoring of Council Chamber Floor:

To receive quotes to have this work undertaken and resolve on an appointment.

47) Springfield Entrance Landscape:

To receive a verbal report as to the current progress with this project and agree the next steps.

48) Management Committee Budget 2024/25:

To receive a verbal report and presentation from the Parish Clerk and to resolve on the committee budget for 2024/25.

49) MANAGEMENT COMMITTEE:

A. Committee Finance:

To receive & review the committee budget lines and any verbal report from the RFO 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 note the current committee projects & actions and adjust any priorities as appropriate.

50) Play Parks Quarterly Inspection Reports:

To receive the latest professional inspection report and any verbal updates from the Parish Clerk / Chairman and resolve on any actions required.

51) Verbal Updates:

To receive and note any short verbal updates from:

- a) The Chairman or Parish Clerk**
- b) Parish Footpaths / Rights of Way**