

The Management Committee

MILBORNE PORT PARISH COUNCIL

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

Tuesday 21st November 2023 @ 7:45pm

Present:

Parish Councillors: Rob Lockey (Chairman)
Ted Watts Chris Phillips (Vice-Chairman)
Margaret Capon Tim Carty
David Grant Richard Warren

In Attendance:

Cllr. Glenn Coombs
Parish Clerk & Burials Officer: Simon Pritchard
Deputy Parish Clerk & Allotments Officer: Nathalie Hetherington
2 members of the public

Public Question and Comment Time:

None.

Agenda Number:	Agenda Item:
41	<u>Apologies for Absence:</u> Councillors: <ul style="list-style-type: none">• Cllr Tom Campbell – Health reasons.• Cllr Robert Tizzard - Away
42	<u>Declarations of Interests & Dispensations to Participate:</u> A. To receive any Declarations of Interests from Members: Cllrs. Warren and Capon declared an interest in Item 44 on the grounds that they are both current allotment tenants. B. To resolve on any Dispensations to Participate applications: None.
43	<u>Adoption of Minutes:</u> It was proposed by Cllr. Carty that the Committee adopt the minutes of the meeting of Tuesday 26 th September 2023; seconded by Cllr. Lockey and resolved unanimously.

Milborne Port Parish Council: Management Committee: 21st November 2023

Committee Officer: Simon Pritchard

Website: www.milborneportpc.org.uk

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

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44	<p><i>(Cllr. Capon left the meeting before this agenda item)</i></p> <p><u>Allotment Fees for 2025:</u> Some discussion took place regarding previous fees; there is no increase planned for 2024 and fees will remain at £50 per year for a full plot and £35 per year for a half plot.</p> <p>Cllr. Grant proposed that the fees for 2025 increase to £60 per year for a full plot and £35 per year for a half plot; seconded by Cllr. Watts and resolved by 5 votes with 1 abstention.</p>
45	<p><i>(Cllr. Capon returned to the meeting).</i></p> <p><u>Tree Risk Assessment Survey:</u> There was a discussion about the 2 quotations received for the tree risk assessment survey.</p> <p>Cllr. Lockey proposed to appoint MB Tree Management to carry out the tree risk assessment survey at a cost of £795; seconded by Cllr. Phillips and resolved unanimously.</p>
46	<p><u>Restoring of Council Chamber Floor:</u> The 2 quotations received were discussed; it was felt in general that the work to restore the floor was too expensive for a project that is low priority; there might well be cleaning products that can be purchased to enhance the look of the wood.</p> <p>It was agreed by the committee to discontinue the project.</p> <p>Special thanks will be extended to the two companies who have spent the time to come and look at the floor.</p>
47	<p><u>Springfield Entrance Landscape:</u> It was agreed that some sort of low height planting and/or shrubs are needed that does not look untidy, can be easily maintained and will attract pollinators.</p> <p>Agreed that Cllr. Warren will bring some ideas to next meeting after consulting.</p>
48	<p><u>Management Committee Budget 2024/25:</u> The Responsible Finance Officer presented on how the Management Committee has been spending its money over the last few years, in order to set some context for new members.</p> <p>The Responsible Finance Officer worked through the different cost centres and explained the suggested budget lines Allotments, The Cemetery/Chapel Museum; Playparks; Springfield (not play area); The Town Hall; Open Space projects.</p>

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	<p>The committee made some adjustments; reduce Town Hall expenditure line to £5,000; amend 'swift' boxes to 'bird' boxes; change tennis courts gate expenditure to £500; delete the £500 cemetery extension expenditure line.</p> <p>Cllr. Carty reminded members of the recent communication from Somerset Council regarding whether parishes can take on some of the services currently provided by Somerset Council, although there is no substantive information available at the moment about what services these might be. One service maybe taking over the play area in Prankerds Road.</p> <p>The Parish Clerk highlighted management of the Grove Garden and the Ball Court, as after spending the whole of the summer looking for volunteers to come forwards to help manage these areas, no one had been found. The Ball Court volunteers have now retired, and the Grove Garden volunteers have given notice, it may become necessary for the Parish Council to employ a gardener. Cllr. Capon suggested it was possible that horticultural students of Kingston Maurward Collage maybe interested in carrying out work experience placements with the Parish Council managing the two areas, she will find out.</p>
49	<p><u>MANAGEMENT COMMITTEE:</u></p> <p>A. <u>Committee Finance:</u> The budget lines were received and reviewed with no comments.</p> <p>B. <u>Committee Action List:</u> The Clerk summarised the priorities and shared progress. This was received with no adjustments to the priorities made.</p>
50	<p><u>Play Parks Quarterly Inspection Reports</u></p> <p>The report from early September 2023 had already been reviewed and discussed. The only additional observation was made in relation to the medium risk posed by the section of fence missing around the play area at Springfield; this issue has been resolved by the erection of the new fence.</p> <p>The issue of the Gainsborough playpark not being dog proof will be addressed at next week's meeting in relation to the question of fencing.</p>

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51	<p><u>Verbal Updates:</u></p> <p>a) The Chairman or Parish Clerk:</p> <p>The Clerk reported that the fencing for tennis court refurbishment has been erected but no work has started yet; the work could take a number of weeks for the work and then longer for the new surface to set.</p> <p>Cllr. Lockey observed that there might be an access issue for those wishing to retrieve wayward footballs, but players will work around this as best they can.</p> <p>b) Parish Footpaths/Rights of Way:</p> <p>Cllr. Capon reported that the gates to Canon Court Farm are sometimes locked, meaning that the footpath cannot be accessed.</p> <p>Cllr. Grant reminded members of the importance of encouraging users of Pinford Lane submitting user evidence forms, especially for use before 1973; further information is available via the MPCC website.</p>
	<p>Meeting Closed 8:52 pm.</p>