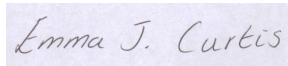


MILBORNE PORT PARISH COUNCIL

NOTICE OF MEETING

The next Full Parish Council Meeting will be held on **Tuesday 2nd February 2016** at 7.00pm at the Town Hall.

All Members are summoned to attend the above meeting.



Emma Curtis - Clerk to the Parish Council

AGENDA

Public Question Time

Receive any reports from County Councillor William Wallace, District Councillor Sarah Dyke-Bracher and PCSO Thelma Mead.

1. Apologies for Absence
2. Declarations of Interest
3. Confirm and sign the minutes of the last Full Council Meeting held on **Tuesday 5th January 2016**.
4. Note circulation of draft minutes from the Planning Committee and Open Spaces and Footpaths Committee Meetings held on **Tuesday 19th January 2016**.
5. Actions from the last meeting (Action List attached)
6. Consider purchasing a hearing and microphone system for the Town Hall
7. Report from Alison Flynn and Becky Birch on the latest Market Towns Invest Group meeting
8. Report from John Oldham on the latest Village Hall Management Committee meeting and note copy received of Treasurer Report and Financial Statements.
9. Adopt the following Parish Council procedures (Copy sent to members with agenda):
 - Policy for recording of Council meetings
 - Social Media Policy
 - Complaints procedure
 - Terms of Reference for each Committee
10. HM Queen's 90th Birthday Celebrations
11. Parish Plan Update

12. Finance

12.1 Approve the following Payments:

South West in Bloom – 2016 Entry	£20
Midwest Office Supplies	£54.38
N Dungey – Toilet Cleaning	£130.00
Emma Curtis – Petty cash	£50.00
Emma Curtis – Burial fees	£40.00
Claire Ferrari – Mop and bucket	£3.99
SSDC – Ranger labour December 2015	£150.96
KM Dike – Grounds maintenance contract	£987.08

12.2 Note the following Direct Debit:

BT	£90.36
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13. Note the following Correspondence:

- Email from Mr Crudginton regarding condition of entrance to Station Copse

14. Parish Council Newsletter and Communications

15. Confirm the date of the next Full Council Meeting as Tuesday 1st March 2016