

MILBORNE PORT PARISH COUNCIL

NOTICE OF MEETING

The next **Full Parish Council Meeting** will be held on **Tuesday 5th February 2019** at 7.00pm at the Town Hall.

All Members are summoned to attend the above meeting.

Emma J. Curtis

Emma Curtis – Clerk to Milborne Port Parish Council

AGENDA

Public Question and Comment Time – Max time allowed 30 minutes (Please note this is the only time throughout the meeting the public are permitted to speak. However, at the Chairman's discretion a member of the public representing a subject on the agenda may be permitted to speak during the meeting)

Receive any reports from County Councillor William Wallace, District Councillor Sarah Dyke and Parish Councillors

1. Apologies for Absence
2. Declarations of Interest
3. Confirm and approve minutes of the Full Parish Council meeting held on **Tuesday 8th January 2019**.
4. Note circulation of draft **Planning Committee and Open Spaces and Footpaths Committee meeting minutes dated Tuesday 22nd January 2019**.
5. **Planning**
 - 5.1 Note the following **Planning Approval**:

18/02414/LBC and 18/03292/FUL The installation of an internal and external wall mounted inverter heat pump/air conditioning unit
Milborne Port Parish Council, Town Hall, High Street
 - 5.2 Update on proposal for Community Hub at Redcliffe Homes site and approval of Business Plan
6. Review and update Action List
7. Review Parish Council Committee members
8. Confirmation from Somerset County Council of footpath diversion at the Memorial Playing Fields (Documents Attached)
9. Concerns about Highways representation at the Station Road appeal (Mr Campbell)
10. Consider reimplementing Village Litter Pick
11. Update following S106 Funding meeting with SSDC (Mr Tizzard and Clerk)

If any member of the public wishes to attend the meeting and has mobility issues, please let the Clerk know prior to the meeting and we will endeavour to relocate to a more suitable meeting space.

Emma Curtis, Parish Clerk: Tel: 01963 251268 Email: clerk@milborneportpc.org.uk

12. Consider quotations for electrical remedial works at the Town Hall

11. Finance

11.1 Confirm receipt of Financial Statements dated 31st December 2019

11.2 Confirm circulation of the six-monthly Internal Auditor Report

11.3 Approve the following **Payments:**

Mrs E Francis – Town Hall Cleaner	£100.00
Mrs E Curtis – Office 365 Reimbursement	£79.99
SSDC – Dog bin emptying Inv: 06000038244	£254.40
K M Dike Nurseries – Grounds maintenance Inv: 425	£1680.98
SSDC – Ranger Labour Inv: 06000038048	£905.76
Coram Construction Training – Chapter 8 Training for SID Inv: 0372	£852.30
Glasdon – Entrance Gates Inv: SI766664	£2501.15
SLCC Membership Renewal Fee: Inv: 13767	£156.00
Viking – Postage Stamps Inv: 770327	£139.94
SSDC – Ranger Labour Inv: 0600003829X	£452.88

11.4 Note the following **Direct Debits:**

BT – Mobile Phone	£18.00
BT – Telephone and Broadband	£239.57

11.5 Approve and sign letter to Barclays Bank for Standing Order payment to the Town Hall Cleaner

12. Correspondence

12.1 Consider the following Correspondence:

- Letter from Rowles Davis Planning and Highways Law Firm
- Email from Rowles Davis Planning and Highways Law Firm
- Letter from resident regarding dog fouling and parking within village
- Email regarding Somerset Wood
- Email requesting Silent Solider
- Letter from the Playing Fields Management Committee regarding the sale of land at Springfield Road

13. Newsletter and Communications

14. Confirm the date of the next **Full Parish Council Meeting** as **Tuesday 5th March 2019.**