

MLBORNE PORT PARISH COUNCIL

NOTICE OF MEETING

The next **Full Parish Council Meeting** will be held on **Tuesday 4th September 2018** 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)

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 7th August 2018**.
4. Note circulation of draft **Planning, Finance and HR Committee minutes dated Tuesday 21st August 2018**.
5. Review and update Action List
6. Consider draft Emergency Plan (Attached)
7. Report on Parish Plan meeting (Mr Douglas and Mr Oldham)
8. Consider East Street Car Park Electrical Charging points lease (Attached)
9. Considerations for use of funding received from Canadian Solar
10. Consider information from Somerset County Council regarding re-routing of footpaths across the Playing Fields (Papers Attached)
11. Consider grant request from Glovers Retreat CIC (Papers Attached)
12. **Finance**
 - 12.1 Confirm receipt of **Financial Statements dated 31st July 2018**
 - 12.2 Approve the following **Payments**:

HMRC – PAYE and NI	£367.90
Emily Francis – Town Hall Cleaner	£80.00
SSDC – GDPR Training Inv: 04810030044	£45.00
Southern Electric – Electricity Inv: 351661152	£106.68
Total Safes – Fire Proof Safe Inv: 00000037	£1,130.40
K M Dike Nurseries – Grounds Maintenance Inv: 370	£1,128.98

If any person who wishes to attend the meeting 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

Emma Curtis – Petty Cash	£50.00
SALC – GDPR Training Inv: 035	£25.00
Central Convenience – Mower Fuel Inv: 71	£61.21
Radio Ninesprings – Grant	£100.00

12.3 Note the following Direct Debits:

BT – Mobile Phone	£19.99
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12.4 Approve and sign letter to Barclays Bank requesting £30,000 is transferred from the Current Account to the Deposit Account

12.5 Approve and sign letter to Barclays Bank amending Standing Order for Clerks pay due to increase in hours commencing 30th September 2018

13. Correspondence

13.1 Consider the following Correspondence:

- Email from resident regarding Parish Council Meeting Etiquette
- Email from resident regarding water pressure and Redcliffe Homes site boundary
- Email from resident regarding Fire Risk
- Letter from resident regarding irresponsible parking
- Email from resident regarding irresponsible parking

14. Newsletter and Communications

15. Exclusion of Public and Press (Public Bodies Admission to Meetings Act 1960) to exclude the public and press for the remainder of agenda items due to their confidential nature (HR Matters)

16. Confirm the date of the next **Full Parish Council Meeting** as **Tuesday 2nd October 2018.**