

Milborne Port Parish Council



NOTICE OF MEETING:

The next **Full Parish Council Meeting** will be held on **Tuesday 2nd July 2019** at **7.00pm** in the Town Hall.

To all Members of Milborne Port Parish Council, you are hereby summoned to attend the above meeting, to resolve on the business as outlined below:

Signed:



Mr Simon Pritchard

Locum Clerk to Milborne Port Parish Council

7:00pm – 7:30pm

Public Question and Comment Time:

Before the start of the meeting the Public are given the opportunity to ask questions of the Council or pass comment. Once the formal meeting has started the Public can only speak at the discretion of the Chairman. This part of the meeting is not recorded in the minutes as it doesn't form part of the formal meeting.

Reports from County Councillor William Wallace, District Councillor Sarah Dyke and Parish Councillors:

Formal meeting to start by 7:30pm

Agenda:

1) Apologies for absence:

To receive any apologies for absence

2) Declarations of interests:

Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Councils Code of Conduct.

3) Adoption of minutes:

Full Council Meeting 4th June 2019

4) Urgent Working Party Feedback:

To have been agreed with the Chairman before the start of the meeting (Maximum of 2 minutes per item).

5) Appointment of Working Group to review Council Policies:

Members are asked to consider appointing some members to a working group to review the Council's policies and to make recommendations back to the Full Council.

6) Appointment of two MTIG representatives:

Members are asked to consider appointing (up to) two representatives to the Market Town Investment Group.

7) SCC/MPPC Library Staffing Grant Agreement between MPPC & SCC:

To approve the formal agreement between MPPC and SCC at a cost of £9,070.00 per year increasing at around 2% per year.

8) Power provision for mobile library:

To approve costs of (up to) £500 for the provision of power to the mobile library.

9) Appointment of Internal Auditor 2019/20:

To appoint the Councils internal auditor for 2019/20

10) Council Finance

A. 1st Quarter finances 2019/20

To receive the first quarters financial reports

B. Payments:

Members are asked to approve the following payments:

1. Mr P Lock - Underpaid Invoice - £100.00
2. Mr J R Douglas - Sundries - £41.77
3. Mid West Office Equipment - Paper & Toner Cartridges - £469.50
4. SSDC - Election costs - £683.24
5. Bradfords – Postcrete for fence repairs - £13.85
6. SSDC - Dog Bins June - £254.40
7. Rialtus - Software Support - £145.20
8. S. Pritchard – Locum Clerk Services - £600.00
9. S. Pritchard – Travel Claim May & June – £81.90
10. HMRC – PAYE - £441.70
11. E. Curtis - Residual salary – £653.64
12. R Pullen – Playing Field Toilet Cleaner - £130.00
13. E. Francis – Town Hall Cleaner - £100.00

Further invoices for payment maybe tabled on the day of the meeting at the discretion of the Council.

C. Standing Orders & Direct Debits

Members are asked to note the following payments:

1. £18.00 BT (Clerks phone)
2. £1,100.11 (Staff salary payments)
3. £58.36 Water rates

D. Transfer of money:

Members are asked to approve the transfer of £20,000 from the Councils reserve account to the current account.

11) Planning applications:

To receive any planning applications made to South Somerset District Council and resolve upon.
No applications had been received at the time the agenda was issued, however the Council reserves the right to consider any applications received by the day of this meeting.

12) Confidential session:

Members are asked to pass a resolution to exclude the press and the public from agenda item 13 as it relates to commercially sensitive information.

13) Playing Fields – Old Rugby pitch conversion tenders:

To receive the tenders for the conversion of the old rugby pitch and resolve on who to appoint.

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. Tel: 01963 251268 Email: clerk@milborneportpc.org.uk