

Management Committee



NOTICE OF MEETING:

The next Management Committee Meeting will be held on
Tuesday 23rd June 2020 at 7:00pm via Zoom Videoconferencing

Chairman: TBC

Membership: Councillors; Mr P. Lock, Ms D. Barsby, Mr T. Campbell, Mr T. Watts, Ms L. MacArthur, Mrs E. Stewart, Mr A. Fletcher & Mr R. Lockey.

Tree Warden: Mr J. Pitman.

To all Members of Milborne Port Management Committee, I hereby summons you to attend the above meeting, to resolve on the business as outlined below. All other Members of the Council and the Public are welcome to attend.

Signed:

A handwritten signature in black ink, appearing to be "S Pritchard", written over a horizontal line.

Mr Simon Pritchard

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

Please email the Clerk to obtain a joining code

Public Question and Comment Time:

Before the start of the formal meeting the Public are given the opportunity to ask questions or pass comment. Once the formal meeting has started the Public are reminded that they have no right to speak.

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) Election of Committee Chairman:

Members to elect a Chairman for the Management Committee for the municipal year 2020/21

Management Committee - Milborne Port Parish Council – 23rd June 2020

Website: www.milborneport.org.uk

Email: clerk@milborneportpc.org.uk

Clerk: Simon Pritchard

Tel: 01963 251268

4) Adoption of Minutes:

To adopt the minutes of the last Management Committee meeting held on:

- 25th February 2020

5) Tree Warden's Report:

To receive and note a report from the Tree Warden, Mr Pitman.

6) Appointment of Vice-Chairman and Other Roles:

- A. To elect a Vice-Chairman.
- B. Appointment of Footpaths / Rights of Way Rep.
- C. Appointment of Members to any other special responsibility.

7) Management Committee Budget 2019/20:

To receive and note the latest spend against budget to date.

8) Quarterly Playgrounds Inspection Report:

To receive and note the latest professional inspection report and any verbal updates from Cllr MacArthur – Gainsborough or The Clerk – Springfield.

9) The Management Committees Terms of Reference:

To approve the Management Committee Terms of Reference

10) Management of: The Town Hall:

To receive a verbal report from the Clerk and agree the projects and budgets for the Town Hall

11) Management of: The Allotments / Gainsborough Playpark:

To receive a verbal report from the Clerk and agree the projects and budgets.

12) Management of: The Cemetery

To receive a verbal report and agree the projects and budgets for the Cemetery.

13) Management of: Springfield

To receive a verbal report and agree the projects and budgets for Springfield.

14) Management of: St John's Church yard

A member of the public has suggested not cutting the grass in some areas, members to agree if the volunteer workers should be approached to do anything differently.

15) Obtaining Grants to fund Projects:

SSDC & the Market Towns Group have a grant funding, obtaining some would reduce the burden on the council precept and allow more projects to take place. The Clerk would like to work with a member to look at what is available and to apply.

16) New Parish Council Website:

Cllr Fletcher has been looking at the options and wishes the committee to consider moving to a WordPress based website managed by Milborne Port Computers at a cost of £500 to set up and £125 per year to host. There would be further implications on staff time to populate the website.

17) Verbal Updates:

To receive and note any verbal updates from Members or The Clerk on;

- a) Parish footpaths / Rights of way
- b) Milborne Port in Bloom
- c) Projects in progress
- d) Other matters relating to the responsibilities of this Committee