

The Management Committee

MILBORNE PORT PARISH COUNCIL

Minutes of the Management Committee meeting
held in The Town Hall on:

TUESDAY 25th February 2020 @ 7:00pm

Present:

Councillors; Mr P. Lock (Chairman), Ms D. Barsby, Mr T. Campbell, Mr J. Howes, Mr C. Laughton, Mrs E. Stewart, Mr A. Fletcher.

In attendance:

Mr Simon Pritchard - Parish Clerk.
0 Members of the Public

Public Question and Comment Time:

(None)

Agenda Number:	Agenda Item:
1	<u>Apologies for Absence:</u> Cllr Ms L. MacArthur - Away
2	<u>Declarations of Interest:</u> None.
3	<u>Adoption of Previous Committee Minutes:</u> Tuesday 28th January 2020 It was proposed by Cllr Stewart to adopt the minutes as an accurate record of the meeting, seconded by Cllr Barsby and resolved unanimously.
4	<u>Tree Warden's Report:</u> The Trees Warden had sent in a report. It was noted that the Cemetery trees need some attention, this will be added to the Parish Ranger's list of jobs to do. Its still not known who is contracted to cut which hedge, this is something the Clerk will try to establish over the next few months. The Large Lime in the Churchyard needs some attention, this could be combined with the work that needs to be done all around the Playpark at Gainsborough.
5	<u>Management Committee Budget 2019/20:</u> This had been received and noted.

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6	<u>Quarterly Playground Inspection Reports:</u> Members had been set the professional reports for the December inspection last month, the next inspection is due in March. The Clerk reported that he had carried out a visual inspection of both playgrounds a few days ago and found at Springfield the Turtle Spinner Spring is becoming loose, this has been rated as a medium risk and the playground inspector has been informed. Also, it seems that the gaps between some of the matting has got to such a stage where they could be filled in, again the inspector has been asked to look but this is a low risk.
7	<u>New Fence at Gainsborough Playground:</u> It was agreed to get prices for chain link fencing to surround the park on three sides, with the border between the Allotments and the Playpark having a more rustic fence and a hedge planted. Action – Cllr Howes Having a gate to access to the back of the Co-op will also be explored, the Clerk noted that permission for access onto private land would need to be obtained from the landowner.
8	<u>Town Hall Clock:</u> The Chairman had been in contact with the few people in the South that offer the service of restoring and repairing large clocks. It has been suggested that there are two options, one to reinstate the original clock workings, that are now in the chapel museum or second to replace the current workings. The cost of the second option being about £2,800 +VAT, the first likely to be much more. The Committee would also need to consult if the bell should be restored, no costings for this have yet been obtained. It was noted that it would probably be possible to have the bell ringing just during the day. The Clerk suggested that once it was clear what the project was and the cost then some fundraising could take place to help cover the cost as the Parish Council hadn't budgeted for the clock repair in the 2020/21 budget
9	<u>Town Hall Spare Room:</u> The Clerk reported to the Committee that the room adjacent to the Council Chamber was surplus to requirements and that it offered the chance to earn some income to help offset the cost of running the Town Hall. The Committee agreed and it was felt that the room should be advertised now as it is and then once someone was interested in leasing it adjustments can be made to the room to suit. It is possible that free wi-fi can be provided. The Chairman suggested that someone may want to hire the room just for storage. Action- The Clerk
10	<u>Allotments Water Leak:</u> The Clerk reported that he had obtained three quotes for the installation of two stop taps on each of the two arms of the water trough lines and a meter. The cheapest being £800+VAT up to £1,225 +VAT. The Clerk recommended Pipefix at £980.12 +VAT as they had been very helpful and the quote was actually to find and repair leaks over the course of a whole day rather than just to do a set job of installing two taps and then leaving the

	leaks. The Clerk suggested that the other course of action was to leave it for now and see what it was like over the summer. It was Proposed by the Chairman to appoint Pipefix to do the work, seconded by Cllr Campbell and resolved unanimously. Action – The Clerk
11	<u>Town Hall Management Program:</u> The Clerk reported that this agenda item was to kick start the process of looking at the maintenance work that needed doing in the Town Hall. Looking at what would need doing in the next few years, making a list and costing it all out a little to help with the budget. The Chairman ask Cllr Campbell if he could take the lead on this and report back to the Committee in due course. Action – Cllr Campbell
12	<u>Pew in Chapel:</u> The Clerk reported that the History Group was keen to have one of the old pews removed from the Chapel (In the Cemetery), a photo of the Pew had been sent to member by email, the measurements are 95" long, 17" deep. The Clerk felt that it wasn't possible to have it carried up the stairs to the Council Chamber and had no other suggestions where it could go. Research suggested a value of around £200.00 The Committee resolved that the Pew can be sold, the Clerk will advertise it as being for sale and achieve the best possible price. Action – The Clerk
13	<u>Allotments Tenancy Agreements:</u> The current tenancy agreement had been tabled, the Clerk reported that only one change was being recommended, this being to line 'L' as it referred to the use of hosepipes as being acceptable and this is no longer the case. The Clerk also drew Members attention to the rules around what can be grown on the allotments and the wording, Vegetables, Fruit and Flowers. The majority of allotment holders seemed to be keeping to the rules, but one had a large hedge growing on it. Members agreed that the rules should be lightly enforced, and the allotment holder written to. Action – The Allotments Officer
14	<u>Verbal Updates:</u> a) Parish footpaths / Rights of way: - The Chairman reminded the Clerk of the need to send a letter to C. Tizzard with reference to the repair of the fence at the community woodland, and about the electric fence blocking a public footpath. The Clerk requested that someone check that the electric fence is still in place as the last report of it was October 2019, Cllr Barsby will take a look and report back. Action – Cllr Barsby & The Clerk - Cllr Barsby reported that the stile that has been reported to Somerset County Council almost a year ago is still broken and unusable. The Clerk suggested seeking support / advice from the Ramblers Association.

- A sofa and two armchairs had been dumped at the top of lower Kingsbury; this had been reported to SSDC. And has now been cleared.

b) Milborne Port in Bloom:

- The Chairman confirmed that the Village has been entered for this year's competition.

c) Projects in progress:

- The Clerk reported that the upgrade to the Town Hall lighting that was agreed at the last meeting had been carried out.
- All allotment holders had been written to asking for this year's rent payment and notifying them of the increase in rent for 2021. Over 75% of allotment holders had already paid up.
- Nothing to report on the Memorial bench on Gainsborough as the next step was to contact SCC Highways to see if permission can be gained to place a bench on the pavement at Plover Road. Volume of work has prevented this from being done.

d) Other matters relating to the responsibilities of this Committee:

- The Clerk reported to Members that at the Allotments site there is what looks like a big mound of soil down the righthand side as you enter the site this should be addressed. Also, allotment number one hadn't been in use for a number of years and has a lower soil level than the others. The Clerk suggested that the office obtain prices for sieving the soil and moving it to allotment number one and bringing that back into use. The committee agreed that this was a good idea.
- The Clerk suggested that an Allotments clear up day was held in the Spring / Summer and that the Parish Council hire a skip and invite all the allotments holders to attend on Saturday morning. This would give allotments holders an opportunity to get rid of old junk for their plots. Allotment holders would also be asked to help clear up the whole site by litter picking and removing all the scrap metal and other junk that has been dumped on the hedge over the years. The Committee supported this idea.
- The Chairman reported that the Parish Council had won about 50 trees from South Somerset District Council. Many had been taken by the local Environment group for planting on private land, the Chairman is looking into where the rest can go on the land owned by the Parish Council.

End of formal meeting 20:44

Signed: _____ Date: _____