

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 5th April 2016 at 7pm at the Town Hall

Present: Mrs P Alexander (Chair), Mr M Ritchie, Mrs A Flynn, Mr J Edmonds, Mr J Oldham, Mr P Lock, Mrs M Lock, Mr R Lockey, Mr C Laughton, Mr R Biss and Mr I Stephenson.

Also Present: County Councillor William Wallace
Emma Curtis – Clerk

Public Question Time

There was 16 members of the public in attendance.

Mrs Alexander asked out of those present who wished to speak. There was one request to speak from Ms Sal Phipps. Ms Phipps explained that she was present in regard to agenda item 15 and an email she had sent regarding attendance of the Parish Council Chairman at the Gainsborough appeal hearing. Ms Phipps commented that there was no verbal representation at all from any Parish Councillor present at the appeal. Mrs Alexander asked Ms Phipps if she had anything further to add other than what was written in her email which would be considered later in the meeting, to which Ms Phipps said no. This being the case, Mrs Alexander explained that the letter would be considered and a response given later in the meeting.

Receive reports from County Councillor William Wallace, District Councillor Sarah Dyke-Bracher and PCSO Thelma Mead

County Councillor William Wallace – Councillor Wallace stated that as he had given a report at the previous meeting regarding the budget, he had no further update or report to give. Councillor Wallace asked if there were any questions or concerns – none were raised.

District Councillor Sarah Dyke-Bracher – No report received

PCSO Thelma Mead – No report received.

Receive any reports from Parish Councillors

Mrs Alexander explained that this would be a new frequent item on the agenda introduced as a few Parish Councillors often have reports to feedback to the Parish Council. Mrs Alexander asked Mr Oldham if he would mind moving his Village Hall Management Committee report scheduled as agenda item 6 forward which Mr Oldham agreed to do.

Mrs Alexander informed the Council that sadly Mrs Birch had had to tender her resignation from the Parish Council as a new job she had taken would mean she would not be able to make meetings on a Tuesday evening resulting in her not complying with regulations. Mrs Alexander explained that the Clerk would commence the co-opting process. Mrs Alexander thanked Mr Oldham for arranging and setting up the new Parish Councillor email addresses and on behalf of Elle Wilson thanked those Councillors who had attended the village litter pick in March. To conclude her report Mrs Alexander stated that she had recently attended the South Somerset Together meeting on Welfare Reform and informed those present that

the meeting covered the rolling out of a new benefits system which would require all claimants to register online which highlighted the need for coordinating computer training for residents in Milborne Port who may not be computer literate. It was agreed to advertise contact details for local South Somerset Assistance Schemes on the community website and place some posters around the village including the Church.

Mr Oldham stated he had attended a Village Hall Management Committee meeting in March. He confirmed that WIFI would soon be installed at the Village Hall and that exterior security lighting had again been discussed as some quotations received had been rather expensive. Mr Oldham mentioned that flood lights on the north wall of the Village Hall were being considered but that lighting predictions needed to be sourced prior to any decision being made. Mr Oldham commented that the Village Hall website would soon be integrated with the community website and that a committee had been set up to review all the charitable documentation as this dated back many years. To conclude, Mr Stephenson reminded the Council of the fundraising event which would be taking place on 8th October 2016.

Mr Laughton mentioned that himself and the Clerk had recently met with John Nicholson from Somerset Highways and discussed the large amount of Highways issues in the village including the messy entrances to the village from both ends, the number of pot holes and condition of roads, new road signs, drainage issues and overhanging hedges. Mr Nicholson had assured Mr Laughton and the Clerk that a number of the concerns discussed had already had a works order raised and that the work was in the pipeline but to keep on badgering the department with all issues and concerns.

Mrs Lock reported that she and the Clerk had a meeting with Eve Wynn, Rights of Way Officer from Somerset County Council to discuss footpaths issues. Mrs Wynn had assured Mrs Lock that the moving of the footpath in the Memorial Playing Fields was going ahead, but the process was slow. A number of other footpaths were also discussed in detail.

Mr Ritchie asked Mr Laughton if he thought it would be a good idea to have speed reduction measures in the village such as “build outs” as they do in Henstridge and Templecombe. A discussion took place about this and it was concluded that road build outs along the A30 were probably not a viable idea for Milborne Port.

Mrs Flynn mentioned that at the Market Towns Investment Group she attended it was suggested that it may be a good idea to put larger entrance signs at each entrance to the village.

- 1. Apologies for Absence:** Received from District Councillor Sarah Dyke-Bracher and Mr T Watts
- 2. Declarations of Interest:** Received from Mr Laughton, Mr Lockey and Mr Oldham regarding agenda items 13.2 (planning application at Milborne Port Primary School) and 14.1(grant payment to Milborne Port Primary School), *governors at Milborne Port Primary School*, Mr Stephenson agenda item 15 (letter regarding erecting a shed at the allotments) *request from shed from Mr Stephenson* and Mr Lockey, agenda item 14.1 (grant to Playing Fields Management Committee) *member of the Playing Fields Management Committee*.
- 3. Minutes of the Full Council Meeting held on Tuesday 1st March 2016** were signed as an accurate record of the meeting.
- 4. Actions from the last meeting**

The Action List was reviewed in detail and updated where necessary. The Clerk was requested to update and circulate the updated list after the meeting.
- 5. Parish Plan Update**

The Clerk gave an update on the current status of the Parish Plan Steering Group confirming that the next meeting was now scheduled for Monday 18th April 2016 and that Tim Cook from SSDC would be attending in order to give training on the Planning For Real campaign. The main objective at present of the Steering Group was to launch the revisit of the Parish Plan at the village fete on Saturday 4th June 2016 by using a model of the village and following the Planning For Real campaign. Mrs Alexander reminded everyone that the Clerk had volunteered as a member of the Steering Group and not as a secretary or Clerk and that duties should be distributed throughout the Steering Group members. The Clerk commented that Mr Oldham and Mrs Flynn had each had a number of tasks to undertake also.
- 6. Village Hall Management Committee update from Mr Oldham**

This agenda item was cancelled as it was covered under the reports received from Parish Councillors earlier in the meeting.
- 7. Feedback from meeting with the owner of the Queens Head – Mr Oldham and Mrs Flynn**

Mrs Flynn confirmed that she and Mr Oldham had been invited to meet Mr Galpin the owner of the Queens Head. Mr Galpin had confirmed that he had been unable to sell the Queens Head as a public house which was proving impossible as the market is flooded. Due to be unable to sell the property, Mr Galpin confirmed that he would be putting in a planning application for a mixture of commercial use and residential units and that he had no idea what the commercial use may be but that the space would be ideal for a cafe, shop or internet cafe. Mrs Flynn stated that she had been in touch with The Plunkett Foundation in regard to support in community funding options, business advice, resources and strategic planning and it may be possible for community ownership of the commercial space. Mrs Flynn confirmed that she and Mrs Alexander were attending a Plunkett Foundation meeting shortly and would report back after the meeting.

8. Consider possible Section 106 Funding for gym equipment at the Memorial Playing Fields

The Clerk commented that she had been approached by members of the village about the possibility of getting some public gym equipment in Milborne Port like they have in Henstridge. The Clerk explained that this could possibly come from Section 106 Funding. All Parish Councillors thought this suggestion was a great idea and Mr Biss proposed that the Clerk gain some quotations, information on maintenance costs, details on insurance and feedback from the Henstridge Parish Clerk. This proposal was seconded by Mr Lockey and agreed by all.

Action – Clerk to gain quotations on gym equipment and make contact with Neil Waddleton at SSDC regarding Section 106 Funding, gain information on maintenance and insurance costs and feedback from Henstridge Parish Clerk.

9. SID Results

The Clerk read out the latest SID results for the village which were obtained in February 2016 at the eastern end of the village along London Road.

10. HM Queen's 90th Birthday Celebration Beacon – assistance required

The Clerk stated that the beacon was due to be lit on the evening of Thursday 21st April 2016 and that assistance was required to light and monitor the beacon. Mr Watts was supplying the wooden pallets for the beacon. There was uncertainty as to who was responsible for the lighting of the Jubilee beacon and it was suggested this may have been the Spirit of Milborne Port. It was agreed to contact the Spirit of Milborne Port to seek their assistance and possibility of working together on this project. Mrs Flynn said she would speak to Claire Andrews and the Clerk stated she would contact Andy Maidment for assistance.

Action – Clerk and Mrs Flynn to make contact with the Spirit of Milborne Port for assistance.

11. Consider moving the date of the AGM from the first Tuesday to the third Tuesday of May

It was agreed to hold the Full Council Meeting as usual on the first Tuesday of the month in May – confirmed as Tuesday 3rd May 2016 and to hold the AGM on the third Tuesday of May prior to the Committee Meetings – confirmed as Tuesday 17th May 2016.

12. Consider request from the Spirit of Milborne Port for volunteers from the Parish Council to man the gates at the village fete

Mrs Flynn, Mr Ritchie, Mr Lock and Mr Lockey volunteered to man the gate at some stage during the village fete. The Clerk was asked to feed this back to Mr Farley.

Action – Clerk to feedback list of volunteers to Mr Farley

13. Planning

13.1 The following Planning Application was considered:

16/00907/OUT Formation of new pedestrian and vehicular access and erection of dwelling (outline application to determine access)

Eastlands, Furlong Lane

No Objections

13.2 The following **Planning Approval** was noted:

16/00352/R3C Erection of an enclosure over the Milborne Port Community

Swimming Pool

Milborne Port Primary School

14. Finance

14.1 The following **Payments** were approved:

Battle Virtual Assistants – Website Improvements	£570.00
Mr J Oldham – Reimbursement for website hosting fees	£41.04
SSDC – Town Hall Rates	£222.23
Pet Waste Solutions – Dog bin emptying	£182.00
N Dungey – Toilet Cleaning	£130.00
Milborne Port Primary School – Summer Term Grant	£500.00
Playing Fields Management Committee – Grant	£1750.00
SSDC – Ranger Scheme	£754.80
SSDC – Playground Inspections	£127.20
Emma Curtis – Burial Fees	£100.00
SSDC – Ranger Scheme	£150.96
Milborne Port Computers – Computer Maintenance	£46.80
KM Dike Nurseries Ltd – Grounds Maintenance	£987.08
Southern Electric – New electricity supply for cemetery chapel	£716.23

15. The following **Correspondence** was discussed:

Prior to the first piece of correspondence being read, Mrs Alexander read out a note from County Councillor Wallace stating that the Gainsborough Planning Appeal was a district not a county issue.

- **Email from Sal Phipps regarding the Gainsborough Planning Appeal**
The Clerk read out Ms Phipps email regarding the Gainsborough Planning Appeal which requested that Mrs Alexander explain her absence from the appeal hearing. After stating that she felt the email was a personal attack, Mrs Alexander read a statement explaining her absence and asked that with agreement, Mr Oldham put the following on the website: “Your Parish Council takes planning issues very seriously and has a separate Planning Committee and Chairman. It considers planning matters at the general Parish Council

meeting on the first Tuesday of the month and again on the third Tuesday of the month so that planning matters can be dealt with in a timely manner. Contrary to rumours that may have been circulated verbally or on social media the Chairman of the Planning Committee and several members of the committee attended for the full day of the Appeal Hearing regarding the Gainsborough Housing Development held in the Village Hall on Tuesday 8th March. Other Councillors also attended all or part of the meeting. The Parish Council registered its opposition to the proposal both in response to the original planning application and later in response to the planning appeal hearing". At this point Ms Phipps asked if she could speak, to which Mrs Alexander refused as Public Question Time had passed and Ms Phipps had been asked then if she had anything further to add, to which she had replied no. Ms Phipps stated that her email was not a personal attack. At this point many comments were said from members of the public and Councillors, with a sense of general uproar and Mrs Alexander had to request "Order" and request the meeting went back to following the rules and regulations.

- **Letter from Jean Pipe regarding the Gainsborough Planning Appeal**

The Clerk attempted to read the letter received from Jean Pipe regarding the organisation of the Gainsborough Planning Appeal Hearing. However, while trying to read the letter the Clerk was interrupted by Mrs Pipe from the public gallery stating her reasons for writing the letter. Both the Clerk and Mrs Alexander tried to speak to Mrs Pipe to ask her if she would like them to forward her letter to SSDC who were the organisers of the hearing. Mrs Alexander also tried to explain that the hearing was organised by SSDC and not the Parish Council, however, due to the disruption to the meeting, this may have gone unheard. Once again Mrs Alexander requested "Order" and asked for the meeting to again follow the agenda.

- **Email from Sal Phipps regarding the Solar Farm**

The Clerk read out an email from Sal Phipps regarding the upcoming planning appeal for the Solar Farm along Old Bowden Way.

- **Letter from Mr Stephenson regarding erection of a shed on allotment plot 34b**

The Clerk read a letter from Mr Stephenson requesting permission to erect a shed on his allotment. Approval was given.

- **Email from John Turner regarding allotment plot 1**

The Clerk read an email from Mr Turner regarding allotment plot number 1. It was agreed that Mr Biss would contact Mr Turner to discuss his concerns.

16. Parish Council Newsletter and Communications

It was agreed to publicise the Annual Parish Meeting, the Annual General Meeting, Welfare Assistance Schemes, Mrs Alexander's response to the Gainsborough Planning Appeal issue, SID results, date of the Community Speed Watch meeting

and Highways issues.

- 17.** The date of the next Full Parish Council Meeting was confirmed as Tuesday 3rd May 2016 and the date of the Annual Meeting as Tuesday 17th May 2016.