

# Full Council

## MILBORNE PORT PARISH COUNCIL

Minutes of the Extraordinary Full Council meeting  
held in The Council Chamber, The Town Hall, Milborne Port.

**Tuesday 22<sup>nd</sup> July 2025 @ 7:00pm**

### **Present:**

Parish Councillors: Tim Carty (Chair) Alison Flynn  
Chris Phillips John Price  
Paul Scrivener

### **In Attendance:**

The Parish Clerk: Simon Pritchard  
Deputy Parish Clerk: Nathalie Hetherington  
Projects Officer: Phil Davis

### **❖ Public Statements and Comments:**

No members of the public were present and there were no public statements or comments.

| Agenda Number: | Agenda Item:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| 40             | <b><u>Apologies for Absence:</u></b> <ul style="list-style-type: none"><li>Cllr. Glenn Coombs, Cllr. Margaret Capon, Cllr. David Grant, Cllr. Robert Tizzard, Cllr. Ted Watts.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 41             | <b><u>Declarations of Interest &amp; Applications for Dispensations to Participate:</u></b><br><b>A: Declarations of Interests from Members:</b><br>None.<br><br><b>B: Applications submitted to the Proper Officer for a dispensation to participate:</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 42             | <b><u>Policing in the Parish:</u></b> <p>Cllr. Carty reported on the meeting that took place between himself, Cllrs Flynn and Price and the Deputy Clerk with two police representatives (PCSO coordinator Melanie Cherrington-Firkins &amp; Sergeant Alison Loker) from the Wincanton team, in response to the Management Committee's letter to the Chief Constable regarding concerns around anti-social behavior in the Parish.</p> <p>Some key points:</p> <ul style="list-style-type: none"><li>There has been some expansion of PCSO team; the Milborne Port PCSO Mya Greenfield is returning to duties following maternity leave.</li><li>Anti-social behaviour, drug-dealing hot-spots and Co-op shoplifting gangs were discussed.</li><li>People must be encouraged to report incidents directly to the police.</li></ul> |

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|    | <ul style="list-style-type: none"> <li>• The Neighbourhood Watch and Safe Streets information provided will be disseminated.</li> <li>• Talks on offer: Fraud/Crime Prevention.</li> </ul> <p>Cllr. Carty reported that he is now co-chair of the LCN; the new Somerset Council Officer for the LCN, James Moore, is very proactive.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 43 | <p><b><u>Appointment of Contractor for Springfield Multi Use Games Area (MUGA):</u></b><br/> Projects Officer gave a presentation on the options for the refitting of the MUGA.<br/> Key points/features/ideas discussed:</p> <ul style="list-style-type: none"> <li>• Little of what is currently on site can be used, a new purpose-built MUGA is required, not a refurbishment.</li> <li>• Images were shared of what a new MUGA could look like.</li> <li>• Fencing, gating, colours, ground covering, recessed goal, basketball, 5-a-side football</li> <li>• Advantages and disadvantages of different surfaces, surface needs to be good in all weathers</li> <li>• 'Find a Tender' website used so correct process has been followed; 10 expressions of interest, 1100 views</li> <li>• 5 quotations presented ranging from £42-90k, all specialists – merits of each</li> <li>• Notional budget of c.£77k, excluding maintenance</li> <li>• Funds available now, in principle green light to use S106</li> <li>• Other considerations</li> </ul> <p><b>It was agreed that the fencing be green, bright blue surface, both recessed goals, acrylic paint, polyurethane lines and no welfare unit required as they can use the Village Hall.</b></p> <p><b>Cllr. Phillips proposed that the Office finesse the quotations so that the specs can be accurately compared, subject to the agreed criteria, and to authorise the Parish Clerk - in conjunction with the Projects Officer and communicating with councillors throughout the process - to appoint the contractor. The Parish Clerk's choice should be driven primarily by cost, be subject to any feedback either in the process or supplier reputation and availability to install in September or October this year, unless the price can be guaranteed to next Spring; seconded by Cllr. Carty and resolved unanimously.</b></p> |
| 44 | <p><b><u>Community Projects Officer Update:</u></b></p> <p><b>a. Building of Sports Pavilion Extension:</b></p> <ul style="list-style-type: none"> <li>• Likely to cost £300k; £113,633 currently available; funding options are being explored, nearly ready to go to tender.</li> </ul> <p><b>b. Building of the Community Hub:</b></p> <ul style="list-style-type: none"> <li>• Redcliffe have confirmed in writing that they will proceed with the build in September 2025 and hope to complete by January 2026; they have provided more details of what shell and core will entail: dry lining, electrical on-demand hot water, stone clad external finish, air conditioning for heating and cooling, underfloor heating if the Parish Council pays.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

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- The Projects Officer is currently looking for a solution to raise the height of the proposed ceiling and if this would cost the Parish Council.
- The Friends of Milborne Port Library have started working on designs for what they would like the space to look like.
- Funding options were discussed for the £70k+ required: £35k already earmarked; use of reserves; grant funding from National Lottery Heritage Fund Building Project which will require a lease; benefactors.

**c. Additional Play Equipment for Gainsborough (to use up last of the s106 monies):**

- The Parish Clerk presented spending options: there is £9,060 available now for play equipment; £2,661 available for Youth Facilities. Possible ideas include a vandalism-proof water fountain & chin-up/monkey bars.

**Cllr. Carty proposed that the Parish Clerk be given delegated authority to spend the remaining s106 monies available, communicating/liasing with councillors throughout the process; seconded by Cllr. Scrivener and resolved unanimously.**

**Springfield:**

- £71,347 available for Springfield play area equipment via S106 funding – site visit suggested to assess space available.

Further discussion was held around the Parish Council's current list of projects, the additional projects that community groups are requesting help with, the items that the recent Community Plan consultation highlighted and the growing pressure for the Neighborhood Plan to be re-started. The Projects Officer has very limited time and this is taken up by looking for grant funding for existing Parish Council projects.

The Somerset-alc has grant funding for available for Health & Wellbeing Projects, to fund Officer time to set them up, not for capital. A successful application would see the Projects Officer weekly hours increased to be able to support and deliver more community projects.

**It was agreed to apply for grant funding from Somerset-alc to enable an increase to the hours of community project support available.**

**End of formal meeting at 20:31**

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