

Full Council

MILBORNE PORT PARISH COUNCIL

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

Tuesday 6th May 2025 @ 7:00pm

Present:

Parish Councillors: Tim Carty (Chair)
Glenn Coombs
Chris Phillips
Paul Scrivener
Ted Watts
David Grant
John Price
Robert Tizzard
Margaret Capon

In Attendance:

Somerset Cllr. Hayward Burt
The Parish Clerk: Simon Pritchard
Deputy Parish Clerk: Nathalie Hetherington
2 members of the public attended

❖ Reports from Somerset Council:

- Cllr. Burt had sent in a report earlier in the day; he reported that the new staffing structure has resulted in fewer posts and some staff redeployed rather than being made redundant; he urged residents to let him know if responses are slow. Cllr. Carty commented on the Parish Council's recent involvement with Somerset Council's legal department in relation to the Wheathill Lane planning application and the Library.

❖ Public Statements and Comments:

- Cllr. Capon has received positive feedback regarding the very well newly mended and painted churchyard railings; also, regarding the clearance of vegetation on Bathwell Lane, opening up a new vista and making parking easier. Can the stone bench where the grit bin is be reinstated (and the grit bin removed)?

Agenda Number:	Agenda Item:
1	<u>Election of Parish Council Chairperson for the Municipal Year 2025/2026:</u> Cllr. Scrivener proposed the re-election of Cllr. Tim Carty to the position of Parish Council Chairperson for the Municipal Year 2025/2026, seconded by Cllr. Capon and resolved by 8 votes with 1 abstention.
2	<u>Apologies for Absence:</u> ○ Cllr. Rob Lockety - Health ○ Cllr. Alison Flynn - Away
3	<u>Declarations of Interest & Applications for Dispensations to Participate:</u> A: Declarations of Interests from Members: None.

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	B: Applications submitted to the Proper Officer for a dispensation to participate: None.
4	<u>Adoption of Minutes:</u> The minutes of the previous two meetings had been circulated before the meeting. Cllr. Carty proposed that the minutes of the Full Council from Tuesday 1st April 2025 be adopted; seconded by Cllr. Phillips and resolved: 7 votes in favour – 2 abstentions due to absence. Cllr. Carty proposed that the minutes of the Full Council from Tuesday 15th April 2025 be adopted; seconded by Cllr. Phillips and resolved: 4 votes in favour - 5 abstentions due to absence.
5	<u>Election of Vice-Chair of the Parish Council:</u> Cllr. Carty had liaised with Cllr. Lockey before the meeting Cllr Carty proposed that Cllr. Lockey be elected as the Vice-Chair of the Parish Council to serve until May 2026; seconded by Cllr. Price and resolved unanimously.
6	<u>Delivery of the Community Hub by Redcliffe Homes:</u> Cllr. Carty reported that the Parish Council – in particular Cllr. Carty, Tizzard and Grant - continues to work hard on the relationship with CEO Tom O'Connor and Redcliffe; Somerset Council supports the Parish Council's legal position. Redcliffe is currently indicating that the Hub might be built by December 2025. A plan has been seen that includes toilets and heating. Utilities have already been connected to the site. The Parish Council is now awaiting sight of a specification that will go out to contractors. The Parish Council's Projects Officer will start to become involved. A ballpark estimate is that £75,000 will be required for the fitting out; there is already £35,000 ring-fenced. One member of the public communicated his lack of faith in Redcliffe; they have communicated that they will be off the site before Christmas. There was a discussion about what the Parish Council might expect in terms of the building of the Community Hub, and further comments about the quality of build of the housing in general, and a question about the receipt and spending of s106 monies from Redcliffe. <i>This member of the public left the meeting at 19:33</i>
7	<u>Community Grant Applications</u> <u>A. Milborne Port Foodshare</u> New Chair of Milborne Port Foodshare Jacquie Hall thanked the Parish Council for its previous generosity in a grant last September of £3,000 (this was to cover a 6-month period), which had been spent by the end of March. There is a group of regular users who are mutually supportive – families and pensioners. MPFS spends £150 per week and receives donations from private individuals and

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	deposits of food in the church, but this is still not enough, thus the request for a grant now of £3,000. MPFS has just become a registered charity, so can now apply to other bodies for grants, this is what they intend to do to reduce their reliance on the Parish Council grants. Users are asked to provide proof of need in a timely fashion. There was a discussion about the extent to which it is the Parish Council's responsibility to support this vulnerable group in the village when MPFS can now apply to other income streams. Cllr. Grant proposed a grant of £2,000 to tide the group over until it has had the opportunity to apply to other income streams; seconded by Cllr. Capon and resolved unanimously <i>Jacquie Hall left the meeting at 20.00.</i> B. <u>Milborne Port Village Hall</u> Only one quotation for £10,000 had been procured for the works required to upgrade the ladies' lavatory. There was a discussion about the Village Hall's income and reserves, and what it can be expected to pay for itself. The Projects Officer will be involved in future projects and grant applications so that much of the cost of future works can be self-funding or grant-funded. Cllr. Phillips proposed that a grant of £10,000 be made; seconded by Cllr. Carty and resolved: 8 votes in favour - 1 abstention.
8	<u>Somerset Council - Library Contract:</u> Cllr. Carty reported on the results of discussions with Somerset Libraries (Somerset Council) regarding the renewal of the contract for library provision in the Parish. The existing seven-year arrangement expires at the end of March 2026. SL and MPPC are seeking a new arrangement for the following seven years. The initial suggestion by SL was for a contract that could be severed by either party with six months' notice. MPPC asked for a contract that could be severed by mutual agreement, rather than unilaterally, with six months' notice. This led to a discussion with the head of the library service, where it was agreed that the MPPC preferred approach would be used (mutual agreement), subject to review by the Somerset Council Legal team. Cllr Carty reported that, in reality Somerset Council have limited exposure as MPPC are paying the main costs of the Community Library - venue, electricity, and staffing. The total cost of all Community Libraries in Somerset last financial year had been circa £75,000. Cllr Carty had drafted wording in support of the agreed contract. Unfortunately, the draft then proposed by Somerset Legal reverted to the original, termination by either party at six months' notice. Cllr Carty reported his disappointment with the apparent overriding by the Somerset Council Legal team of a line decision made by Somerset Libraries. In any normal organisation the legal team would be a technical support to decision makers rather than a decision maker themselves, particularly on economic issues outside their remit. In this case there was also a lack of understanding of financial risk, and the waste from the sheer level of officer and volunteer time spent addressing the issue. By way of compromise, SL suggested that the new contract run for an initial three years (to March 2029), and thereafter (to March 2033) with a one year rolling notice period from either party.

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	Cllr Carty reported he had updated the Friends of Milborne Port Library on this proposal and had their support to proceed. He asked Councillors for their support, as the suggested approach effectively guaranteed the Library for the next four years, and in reality it would be unlikely that SL would terminate thereafter, absent a political decision to do so. Cllr Carty proposed that the Parish Council accept Somerset Council's 7-year library contract renewal terms, and that the council authorises the new contract being signed based on the agreement now come to; seconded by Cllr. Coombs and resolved unanimously.
9	<u>PARISH COUNCIL ACCOUNTS:</u> <u>A. Monthly Payments:</u> Payments numbers: 16 to 35 totaling £25,445.46 had been circulated. Cllr. Carty proposed that the payments list for May be approved; seconded by Cllr. Price and resolved unanimously. <u>B. Full Council Accounts & Bank Reconciliation:</u> The full council accounts were received • Reserve Account £208,706.00 - 31/03/2025 • Current Account £5,000.00 – 31/03/2025
10	<u>Appointments to Council Committees:</u> There were no changes to the membership of the Management and Planning Committees: • Management: all councillors except for Cllr. Combes (plus Cllrs. Carty and Lockey ex-officio). • Planning: Cllrs. Capon, Phillips, Price, Tizzard & Watts (plus Cllrs. Carty and Lockey ex-officio). The Human Resources Committee membership was confirmed as: Cllrs. Capon, Phillips & Watts (plus Cllrs. Carty and Lockey ex officio). Cllr Watts announced that he no longer wished to serve on the HR Committee. It was agreed that Cllr Scrivener would take Cllr Watts seat on the HR committee.
11	<u>Appointment of Parish Council Representatives for 2025/26</u> • The Playing Fields Committee: Cllrs. Lockey and Carty • Somerset Council's LCN: Cllrs. Carty and Capon • Sherborne Transport Action Group: no-one at this point • Resilience Planning: Cllr. Capon • Youth Liaison: Cllrs. Carty and Lockey • Health & Wellbeing Champion: Cllr. Lockey • Environment Champion: no-one at this point • Flood Warden: Cllr. Capon

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12	<u>SALC Affiliation 2025/26</u> <i>The Parish Clerk, Simon Pritchard left the meeting at 20:43 because he is an employee of Somerset Association of Local Councils.</i> Cllr. Carty gave some context for the increase in fees and an explanation of the work of SALC. There was some discussion about value for money, and the issue of the relationships between SALC/Somerset Council funding of the Youth Project from which Milborne Port benefits. Cllr. Tizzard proposed that the £1,279.45 renewal membership be paid but that a close eye be kept on value for money in order to inform future discussions about continuing affiliation; seconded by Cllr. Carty and resolved unanimously. <i>Cllr. Burt left the meeting at this point and Simon Pritchard returned. Cllr. Price left the meeting at 20.59 and was not present for Item 13.</i>
13	<u>Risk Assessment 2025/26</u> The risk assessment was received and reviewed. Cllr. Carty proposed that the Risk Assessment 2025/26 be adopted; seconded by Cllr. Watts and resolved unanimously (8 votes).
14	<i>Cllr. Price returned for Item 14.</i> <u>Assets Register 2025</u> The 2025 Assets Register was received and reviewed. There was some discussion over the overall value column on the first page, and the fact it wasn't numerically correct. The Parish Clerk will remove the incorrectly calculated total; large assets are individually listed on the insurance policy so the total on the assets register is not required. Cllr. Scrivener proposed that the Assets Register be adopted; seconded by Cllr. Carty and resolved by 7 votes with 2 against.
15	<u>Insurance Renewal 2025/26</u> The Insurance Renewal was received and reviewed. Cllr. Carty proposed that the renewal of £2,257.80 be paid; seconded by Cllr. Price and resolved by 8 votes with 1 against.
16	<u>Appointment of Bank Account Signatories 2025/2026</u> It was confirmed that the Council's bank signatories will be: Cllrs. Carty, Coombs, Lockey and Phillips.

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17	This item (17) was deferred to a future meeting of the Full Council as the time was 21:12 End of Year Audit 2024/25: A. Internal Audit Report 2024/25: B. Annual Governance Statement 2024/25: C. Annual Accounting Statement 2024/25: D. Confirmation of Public Rights Period:
18	<u>Verbal Reports:</u> a) Council Chairman's report: <i>This item was deferred to the next Full Council meeting.</i> b) Parish Clerk's report: • The bleed kits have been installed next to each of the 5 village defibrillators. • The Milborne Port Opera production at the Village Hall was very successful; many thanks due to Cllr. Phillips and Cllr. Capon. c) Members' Reports from outside organisations: None.

End of formal meeting at 21:14

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