

The Management Committee

THE MANAGEMENT OF THE COUNCIL'S OPEN SPACES & ASSETS, INCLUDING ALLOTMENTS, PLAYPARKS, TOWN HALL & CEMETERY



NOTICE OF MEETING:

The next Management Committee Meeting will be held on
Tuesday 1st April 2025 at 8:00pm
in The Town Hall, The High Street, Milborne Port, Somerset.

Chairperson: **Cllr C. Phillips**

Vice-chair: **Cllr J. Price**

Membership: **Cllr R. Lockey, Cllr T. Watts, Cllr R. Tizzard, Cllr T. Carty,
Cllr A. Flynn, Cllr D. Grant, Cllr M. Capon & Cllr. P. Scrivener**

To all Members of Milborne Port Parish Council 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 PSLCC

Parish Clerk & Responsible Finance Officer - Milborne Port Parish Council

8:00pm 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:

32) Apologies for Absence:

To receive any apologies for absence.

33) Declarations of Interests & Dispensations to Participate:

Members are reminded of their obligation to declare any Pecuniary or Other Interests they have under the Localism Act 2011 and the Somerset Code of Conduct. Members are reminded that they should leave the room for any item they have declared an interest in.

A. To receive any declarations of interests from members:

Dispensations to participate to be applied for in advance of the meeting by submitting the application form to the Parish Clerk.

B. To resolve on applications submitted to the Proper Officer for a dispensation to participate:

34) Adoption of Minutes:

To adopt the minutes of the last Management Committee meeting held on: **Tuesday 26th November 2024**

35) Cemetery Grass Cutting:

To receive costing for having the grass cut weekly during the growing season. To resolve on the grass cutting frequency.

36) Allotment T&C's Update:

To resolved on Officer recommendations for the updating of the Allotments rules/T&C's around proof of residency and use of BBQs

37) Overhanging Churchyard Yew Tree:

The owners of 3 Canon Court are seeking the Parish Council's approval to remove tree limbs near the side of their house (NB: site visit before the meeting strongly recommended).

38) MANAGEMENT COMMITTEE – Regular Business:

A. Committee Finance:

To receive & review the committee budget lines and any verbal report from the RFO as to any possible future unbudgeted liability that would have a significant impact on the Council's finances, or areas where a cost savings can be made.

B. Committee Action List - Priorities:

To note the current committee projects & actions and adjust any priorities as appropriate.

C. Play Parks - Quarterly Inspection Costs:

To receive notification of price increase. To resolve on new contract.

D. Play Parks - Quarterly Inspection Reports:

To receive the latest professional inspection report and any verbal updates from the Parish Clerk or Chair and resolve on any actions required.

39) Verbal Updates:

To receive and note any short verbal updates from:

- a) **The Chairperson**
- b) **The Parish Clerk**