

The Management Committee

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



NOTICE OF MEETING:

The next Management Committee Meeting will be held on
Tuesday 27th January 2026 at 7:00pm
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. P. Scrivener, Cllr D. Grant, Cllr M. Capon, Cllr A. Flynn.**

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

7:00pm 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:

35) Apologies for Absence:

To receive any apologies for absence.

36) Declarations of Interests & Dispensations to Participate:

Members are reminded of their obligation to declare any Pecuniary or Other Interests they may have under the Localism Act 2011 and the LGA Code of Conduct for Somerset. Dispensations to participate to be applied for before the meeting by submitting the form to the Parish Clerk.

A. To receive any Declarations of Interests from Members:

B. To resolve on any Dispensations to Participate applications:

37) Adoption of Last Committee Meeting Minutes:

To adopt the minutes of the last Management Committee meeting held on: **Tuesday 25th November 2025**

38) The Cemetery - Grass Cutting:

A site meeting was held on Tuesday 20th January with the contractor. To receive a verbal update. To resolve on any further action.

39) Gainsborough Play Park – Water Tap:

To receive a verbal report that the new vandal-proof water tap has been vandalised. To resolve on any further action.

40) The Churchyard – New Lawnmower:

To receive a verbal report that the volunteer group have requested a new mower for summer 2026. To resolve on the request including any budget.

41) MUGA – Maintenance Contract:

To receive tenders for the Maintenance Contract of the MUGA . To appoint a contractor.

42) Parish Council's Trees - Tree Risk Assessment:

The last assessment was carried out in Dec 2023. To resolve on the commission of a new survey, including any costs.

43) MANAGEMENT COMMITTEE – Regular Business:**A. Committee Finance:**

To receive the committee's 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. To adjust any priorities as appropriate.

C. Play Parks Quarterly Inspection Reports:

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

44) Verbal Updates:

To receive and note any short verbal updates from:

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