

The Management Committee

MILBORNE PORT PARISH COUNCIL

Minutes of the Management Committee Meeting
held in The Council Chamber, The Town Hall, Milborne Port.

Tuesday 19th August 2025 @ 7:00pm

Present:

Parish Councillors: Chris Phillips (Chairperson)
John Price (Vice-Chair) Alison Flynn
Paul Scrivener Robert Tizzard
Tim Carty Rob Lockey
Ted Watts David Grant

In Attendance: Parish Clerk & Burials Officer: Simon Pritchard
Deputy Parish Clerk & Allotments Officer: Nathalie Hetherington

Public Question and Comment Time:

- There were no members of the public present.

Agenda Number:	Agenda Item:
15	<u>Apologies for Absence:</u> Cllr. Margaret Capon - Away
16	<u>Declarations of Interests & Dispensations to Participate:</u> A. To receive any Declarations of Interests from Members: None. B. To resolve on any Dispensations to Participate applications: None.
17	<u>Adoption of Minutes:</u> The minutes had been circulated to members ahead of the meeting. Cllr. Price proposed the adoption of the minutes of Tuesday 27th May 2025; seconded by Cllr. Lockey and resolved and resolved unanimously.
18	<u>The Cemetery – Rebuilding of Wall:</u> Cllr. Price reported on the condition of the wall and explained what work is required; the potential impact on existing planting was briefly discussed and the need to communicate

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	with any families affected (Cllr. Lockey will follow this up). Cllr. Price had tried to obtain multiple quotations for the works, only one was submitted. Cllr. Price proposed to accept the quotation from HM Construction for £1,600 for the work; seconded by Cllr. Lockey and resolved by eight votes in favour and one against.
19	<u>Gainsborough Play Park – Request for Public Loos and Shelter:</u> Public Loos: The possible cost of erecting and maintaining toilets at the playpark was discussed, the reasons why they might be required and what form of construction, including a Portaloo. Cllr. Carty commented that the remaining s106 for Gainsborough has been set aside for monkey bars as the money is for play equipment; however, there is some flexibility here. (The application to vary the Wheathill Lane s106 has been delayed due to internal pressures at Somerset Council.) Cllr. Tizzard proposed the Parish Council acknowledge that the project is worthy of further consideration and investigation and be added to the ‘wish-list’ to form part of forward thinking/investigations into suitable grant funding; seconded by Cllr. Lockey and resolved by eight votes in favour with one against. Shelter: The current shelter on site has open sides and provides limited protection from strong sun and driving rain. The possibility of adding some panels was discussed and to deploy one of our local workmen to fit them. Cllr. Tizzard proposed that options are explored with costings and returned to the committee; seconded by Cllr. Price and resolved by eight votes with one against. Entrance Gate: Cllr Phillips raised the issue of the safety concerns expressed by a local resident about the position of the lower gate at the entrance to the Gainsborough playpark that leads directly onto what is now a much busier road than when the gate was first installed; it is a heavy gate at the bottom of the ramp down to the road. Cllr. Phillips proposed that the gate be moved to the north end of the ramp, with some sort of concrete pad in order to mitigate muddy conditions; seconded by Cllr. Flynn and resolved by eight votes with one abstention.
20	<u>The Town Hall – Picture Framing:</u> The Parish Council has received five donated original sketches of Milborne Port landmarks. It was felt that it would be nice to have them framed and hung in the Council Chamber. Cllr. Lockey proposed that a budget of £300 be set for the professional framing of these sketches for display in the Council Chamber; seconded by Cllr. Phillip and resolved unanimously.
21	<u>Springfield – Landscape Entrance:</u> The landscaping of this area on the left opposite the playpark has been on the Action List for a long time with no impetus to complete the project, especially as it is now clear that the maintenance and protection of any planting here would be problematic.

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	Cllr. Lockey proposed that this item be removed from Action List for now; seconded by Cllr. Price and resolved unanimously.
22	<u>MANAGEMENT COMMITTEE: Regular Business:</u> <u>A. Committee Finance:</u> The budget lines were received and reviewed. <u>B. Committee Action List - Priorities:</u> It was noted that the completed actions will be removed from the list, as well as the one referred to in Item 21. The cemetery wall project will be updated in line with item 18 and the new projects from item 19 added. <u>C. Play Parks Quarterly Inspection Reports:</u> These were received. The Committee Officer reported on what maintenance work has recently taken place and is planned. A RoSPA inspection is due this year.
23	<u>Verbal Updates:</u> a) The Chairperson: ○ A new self-employed lengthsmen is starting work for the Parish Council Wednesday 20th August 2025. b) The Parish Clerk ○ The repairs to the East Street car park wall have been completed.
	Meeting Closed: 7:48 pm