



MILBORNE ST ANDREW PARISH COUNCIL

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Minutes of the Full Council held at the Village Hall, Milborne St Andrew on Wednesday 07th May 2025 commencing at 1900 hours.

Present:

Cllr's Richard Macnair, Rob Greening, Amy Stephens, Jane MacLeod, and Helen Badger

13 members of the public

Full Council

1. Apologies for absence

Cllr Poet excused herself for work commitments after attending the Annual Village Meeting.
Cllr Parker (Dorset Council) sent apologies.

2. Declarations of pecuniary or other interest

No declarations were made as this time.

3. Minutes of the previous meeting held on 05th March 2025

These were signed as a true and accurate record of the meeting.

4. Clerk's report

The Clerk updated on matters from the minutes, task tracker, correspondence and other issues.
There were no questions.

5. Chair's update

The Chair had no further comments.

6. Public participation (items on the agenda)

There were no questions from the public.

7. Parish Councillor and Dorset Councillors reports

Cllr Stephens confirmed she would continue with ensuring that the signage around the village remained in a good condition.

Cllr Greening apologised for being unable to attend the recent Black Poplar tree briefing.

There was no report or update from the Ward Councillor.

8. Planning

There were no new planning applications to discuss.

9. Financial matters

a. Payments for authorisation

There were **13** payments (**PV's 1-13**), totalling **£ 4071.53**, that were approved and authorised for payment.

10. Play Park inspection contract

Recent guidance in policy, stating that Parish Council's should not directly be the direct running costs of third-party amenities were briefed by the Clerk.

In the case of the Play Park, both the cost and the inspection report were in the name of the Parish Council and thus could be deemed in the event of an incident, responsible for the equipment.

Members agreed to cancel the contract and inform the Village Hall. However, it was clearly noted that the budget for the inspection was still there, and if the Village Hall wished to submit a grant request for funding towards any future inspection of the play park equipment, this would be considered in line with current policy and procedures.

11. Policy for the flagpole

Cllr Greening outlined a proposal policy which highlighted that flags would only be flown on specific dates or day such as the Sovereigns birthday and Dorset day.

Members agreed to this in principle and requested the full policy to be presented at the next Full Council for ratification.

Cllr Greening then requested £40 to but a Dorset flag.

This was agreed.

12. Policy for online banking

The Clerk was delighted to state that the Parish Council were now online banking with Unity Trust Bank. A trial payment had been conducted and was successful.

The following was agreed and to be inserted in Financial regulations:

- a. Statutory payments such as wages and pensions
Last Friday of the month
- b. Legal payments such as HMRC
Last Friday of every quarter
- c. Payments approved in budget such as insurance, hall hire and grass cutting
On receipt of invoice
- d. Any other payment
On approval at Full Council

13. Closure of VE Day 80 specific reserve

The total spend was £236.41, thus returning £1263.59 back to the general reserve.

Members were in full agreement.

14. Matters from the Annual Village Meeting

There were no matters to bring forward.

15. Parish notices

There were no further discussions,

16. Items and date for next meeting

Full Council

04th June 2025

Milborne St Andrew Village Hall at 7pm

There being no further business the meeting closed at 2032 hours.

Richard Macnair

Chair to the Milborne St Andrew Parish Council

Date

