

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A **MEETING** of the **TOWN COUNCIL** was held in the Council Chamber, 1 Moorland Parade, Moorland Way on **TUESDAY** the **18 JUNE 2019** and commenced at 7.00 p.m.

PRESENT: Councillor Mrs J M Richards in the Chair
 Councillor Mrs M Pryor
 Councillor F H Drane
 Councillor R Griffin
 Councillor J R Burns
 Councillor M Chase
 Councillor S McKell
 Councillor Mrs C Tilling

Also in attendance: Dorset Councillor W T Pipe
 Dorset Councillor A Starr
 Mrs K Wright, Town Clerk
 Mrs S Samways, Admin Asst
 Elliot Bell, Youth Advisor

69/19 DECLARATIONS OF INTEREST:

None.

70/19 APOLOGIES: Councillor Mrs R J Wood (unwell)
 Councillor K Brooks (work commitments)
 Councillor Mrs J Marston (holiday)
 Mrs B Lake, Office Manager (holiday)
 Dorset Councillor Mrs A Brenton (without apologies)

71/19 MINUTES: of the Town Council meeting held on 21 May 2019 as circulated were confirmed and signed.

72/19 MINUTES: of the Annual Assembly held on 15 May 2019 as circulated were confirmed and signed.

73/19 CLERKS REPORT:

- a. **Valuation Report Regarding Land at Hibbs Close and its Potential Disposal.** The developer has reported that progress is being made and that they will be in a position to discuss with members by the end of July.
- b. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** The Turbary Trust are now talking to Charity Commission about the CIO replacing the Recreation Ground Trust. A query has arisen about which party should pay for the lease legal work. This is being investigated further.
- c. **Minute 150/18 Risk Assessment of land susceptible to trespass within the Town.** No further information.
- d. **Minute 202/18 Lytchett Bay Nature Park Partnership.** Photos have begun to arrive to be entered into the competition.
- e. **Minute 316/18 To consider providing an information board on 'Upton in Wartime'.** Dorset County Archives have been contacted to see what information they hold on this subject.

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73/19 CLERKS REPORT: (cont)

- f. **Minute 321/18 Annual Newsletter.** This work will be commenced in July.
- g. **Minute 384/18 Operation London Bridge.** An event planning schedule has been prepared for this and the sundry items needed are being purchased.
- h. **Minute 515/18 To appoint a fire warden for each Town Council owned premises.** Fire wardens are yet to be appointed for 1, 1A, 1B Moorland Parade and the Grove.
- i. **Minute 516/18 Remedial Works required to Clock tower and associated quotes.** The lower quote was accepted and work has started to repair the door and hands. This company states that no annual service will be needed and they will clean the turret free of charge. The company has confirmed the clock should be re-instated before UiB judging and Upton Carnival.

74/19 CORRESPONDENCE:

- a) An email was received from the Turbary Trust advising of a vacancy available for as nominated Trustee.
- b) BCP advised of two large events scheduled at Upton Country Park this weekend.(22 and 23 June)
- c) A letter was received from Mr Small regarding his position within the Town Council.
- d) Cllr Mrs Richards advised Michael Tomlinson MP can host visits to the Houses of Parliament for LMUTC Councillors; anyone wishing to attend to advise Cllr Mrs Richards by Friday 21 June.

75/19 ADOPTION OF COMMITTEE REPORTS:

- a) The report of the Environment committee held on 28 May 2019 as circulated was confirmed, adopted and signed.
- b) The report of the Amenities committee held on 4 June 2019 as circulated was confirmed, adopted and signed.
- c) The report of the Finance & Admin committee held on 6 June 2019 as circulated was confirmed, adopted and signed
- d) The report of the Planning committee held on 11 June 2019 as circulated was confirmed, adopted and signed.

76/19 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:**Report by Cllr Mrs J M Richards – Lytchett Minster & Upton Town Council**

Cllr Mrs Richards attended the Purbeck Area DAPTC meeting 12 June 2019 – report attached.

Cllr Mrs Richards also reported on her attendance at the 75th D-Day Commemoration Service at Wareham.

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76/19 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS: (cont)

Report by Cllr W Pipe - Dorset Council

See attached report.

77/19 TO RECEIVE UPDATED ASSET REGISTER FOR 2018/2019:

This was accepted unanimously by Members.

78/19 TO APPROVE THE ANNUAL GOVERNANCE STATEMENT FOR 2018/2019:

This was approved unanimously by Members.

79/19 TO APPROVE THE ACCOUNTING STATEMENTS FOR 2018/2019:

This was approved unanimously by Members.

80/19 TO RECEIVE THE INTERNAL AUDITORS REPORT YEAR TO 31 MARCH 2019:

This was accepted unanimously by Members.

81/19 TO CONSIDER CO-OPTION OF COUNCILLOR:

Mr J Sheldon attended the meeting in support of his application to become a Town Councillor. After discussion it was proposed, seconded and **RESOLVED** unanimously that Mr Sheldon will not be co-opted onto the Town Council.

82/19 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:

This was reviewed by the committee and it was proposed, seconded and **RESOLVED** that the financial summary of accounts up to the end of the month be approved.

83/19 TO APPROVE ACCOUNTS FOR PAYMENT AND TO INSTRUCT MEMBERS TO SIGN CHEQUES AND AUTHORISE PAYMENTS:

It was proposed, seconded and **RESOLVED** that the accounts for June 2019 be approved.

84/19 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:

- a) An item 'To discuss comments made by Internal Audit regarding outsourcing payroll / additional payroll staff' to be included on the Agenda of the next F&A meeting.
- b) An Item 'To discuss weed killing' to be included on the Agenda of the next Environment committee.
- c) Cllr Mrs Richards reported the pedestrian refuges on Poole Road are very overgrown with weeds. The Office to raise an enquiry with DFY.
- d) Cllr Griffin reported Limberlost is looking very unkempt; the grass has been cut, but not the edges; additionally the wildflowers were also cut. Tappers to be advised regarding their maintenance. Cllr Griffin also reported a dead tree on site, which the Grounds Team will be asked to remove.
- e) Cllr Griffin reported the parking issues outside Moorland News should improve as the restrictive notices have been removed and the CCTV cameras have been turned off.
- f) Confidential item.
- g) It was reported that 3 volunteers have expressed an interest in supporting a town Hedgehog co-ordinator role.
- h) Cllr Mrs Richards reported a resident concerned for hedgehog welfare had raised issues regarding the Grounds Team use of slug pellets.
- i) Dorset Councillor Pipe reported a pothole in Purbeck Close. The Office raise an enquiry with DFY.

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84/19 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS: (contd)

- j) YA Bell confirmed litter at the LM school (Dorchester Road) pedestrian entrance/exit is an issue; he has scheduled an appointment with LM School Head to discuss the potential siting of a litter bin here.
- k) Cllr Chase requested an item to discuss Lytchett Minster Pound be included as an item on the next Agenda of Environment Committee.
- l) Cllr Mrs Richards advised all Councillors of the need to be actively involved in all Council business; whilst it is appreciated that all Councillors are volunteers, there is a need for LMUTC members to lead/assist on projects.
- m) Cllr Mrs Tilling enquired if a definite date has been set for the installation of the crossing on Dorchester Road, near the Methodist Church. Cllr Pipe advised this is still imminent.
- n) Cllr Mrs Richards reminded all councillors of the meeting on 19 June with Wyatts re; Phase II of the French's Green development.
- o) Councillors were informed of an informal meeting held with Upton FC regarding on-going issues; an item to discuss Upton FC will be included on the next Amenities Agenda.

There being no further business, the Chairman closed the meeting at 8.55 p.m.

Chairman.....

Date.....

