

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 **16 April 2019** and commenced at 7.00 p.m.

PRESENT: Councillor Mrs M Pryor
Councillor P F Johns
Councillor F H Drane
Councillor R Griffin
Councillor J R Burns
Councillor Mrs R J Wood
Councillor M Chase
Councillor Mrs J Marston

Also in attendance: Mrs K Cane, Town Clerk
Mrs B Lake, Office Manager
Elliot Bell, Youth Advisor

544/18 APOLOGIES: Cllr Mrs Richards (holiday)
Cllr J C Small (personal)
Cllr R Holloway (personal)
Cllr K Brooks (holiday)
Cllr P King (stress)
County Cllr W T Pipe (without apologies)

545/18 DECLARATIONS OF INTEREST:

There were no declarations of interest received.

Before the business of the evening commenced Cllr Johns was thanked for his service to the Council over the years. Cllr Johns will cease to be a Town Councillor as from 6 May 2019.

546/18 MINUTES: of the Town Council meeting held on the 19 February 2019 were amended under Minute 517/18 To Discuss Flood Management to read ‘Cllr Johns’ and ‘He will draft a statement to send to the Chief Executive of the new Dorset Council at a later date when the new Council is up and running’. The minutes as circulated were then confirmed and signed.

547/18 CLERKS REPORT:

a. Valuation Report Regarding Land at Hibbs Close and its Potential Disposal. No further information.

b. Minute 343/17 & 75/18 & 382/18 & 518/18 To consider possible transfer of land parcels from Purbeck District Council. The land transfer has been finalised and the Borough of Poole will commence grass cutting week commencing 22 April. A letter was received from the Chief Executive, PDC regarding the two pieces of land that will be retained by them whilst the possibility of using the site for an affordable housing development is explored. If a decision is made not to proceed with the proposal the Town Council will be given the opportunity to take on the ownership of the land in question.

c. Minute 123/18 To discuss the renewal of the lease of the Recreation Ground. No further information.

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547/18 CLERKS REPORT:(Cont)

- d. Minute 150/18 Risk Assessment of land susceptible to trespass within the Town.** See Environment minute 528/18. It was reported that there are travellers on the park and ride site at Creekmoor. The Gypsy and Traveller Liaison Officer, DCC will be made aware.
- e. Minute 202/18 Lytchett Bay Nature Park Partnership.** The next meeting will be held on Thursday 25 April. It was reported that a best photo of Lytchett Bay competition is being held and will be judged at the carnival.
- f. Minute 316/18 To consider providing an information board on 'Upton in Wartime'.** A list of possible topics was circulated to members. Cllr Griffin reported that there has been no response from the public to date.
- g. Minute 317/18 To consider the provision of lighting at the front of the Town Council Offices.** The work will take place during the week commencing 22 April.
- h. Minute 321/18 Annual Newsletter.** One report has been submitted thus far. Cllr Griffin will provide possible newsletter articles.
- i. Minute 384/18 Operation London Bridge.** Cllr McKell reported that the Royal British Legion are on board and he has liaised with the Managers of the two local shops. The relevant signs have been collected. A page will be required on the Town Council website.
- j. Minute 386/18 To establish a protocol around a 3rd party agreement towards a flooding scheme.** This was left in abeyance until such time as an agreement is required and will be removed from the minutes.
- k. 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.
- l. Minute 516/18 Remedial Works required to Clocktower and associated quotes.** Quotes are being sought. The door and clock from the tower have been returned by the company who maintain the clocktower.

548/18 CORRESPONDENCE:

- a.** A letter was received requesting a meeting between Wyatt Homes and the Town Council to discuss proposals for land at Policemans Lane. They will be invited to attend to meet with members on Wednesday 19 June at 6.30 pm.
- b.** A Notice of Uncontested Election was received. There are currently four vacancies on the Town Council. Confirmation as to whether members need to complete an expenses form will be sought.
- c.** A copy of the Clerk magazine was received and will be passed to Cllr Mrs Pryor in due course.
- d.** Information on flying the Red Ensign for Merchant Navy Day was received and will be passed to the Royal British Legion.

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549/18 ADOPTION OF COMMITTEE REPORTS:

- a) The report of the Environment committee held on 26 March 2019 as circulated was confirmed, adopted and signed.
- b) The report of the Planning committee held on 9 April 2019 was confirmed, adopted and signed.

550/18 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:

Cllr Mrs J M Richards – Lytchett Minster and Upton Town Council

See attached reports.

Cllr P F Johns – Lytchett Minster and Upton Town Council

A meeting was held on the 4th April with Brian Richards (BR) the manager of the DCC Flood Risk Management Team, Susan Hetherington (SH) the DCC Community Highways Officer and Cllr Paul Johns (PJ) the Council’s Flood Warden, to investigate the possibility of reducing the highway flooding at two locations on Dorchester Road. That is at the Lytchett Minster School exit where a property is at risk of being flooded and at a point about 100m to the east of the school exit.

PJ had complained that the road flooding at both areas creates a serious safety hazard especially for school children and that the children have to paddle through the water on the pavement to get to school.

PJ had previously inspected the area and found partial blockages downstream in the ditch that passes through the Old Vicarage garden and the resident agreed to clear the blockages. Post Meeting Note - the resident has said that he has cleared the blockages.

Several items that could reduce the water flow and lead to blockages were found in the ditch on the school side of the road and between the pedestrian bridge and the culvert under the road at the school exit. Those items have since been cleared by DCC and by me.

BR asked for the inside of the culvert under the road to be checked to see if there are any obstructions and SH has agreed to have this checked. I asked for the ditch upstream of the pedestrian bridge to be checked for blockages, but I have subsequently said that I will keep a check on this. SH offered to arrange for the road gullies at the low point in the road to the east of the school exit to be checked and cleared and that has been done. It was found that DCC had previously cut three grips (slots) in the verge to drain the road water into the adjacent field ditch. SH considered that the ditch, which takes the water on towards Ashbrook Walk needed to be cleared and I have asked the Lees estate if they can clear the ditch.

It was suggested that if the above actions are completed including the clearance of downstream blockages then it would be unlikely that any further actions can be taken to reduce this highway flooding, It has previously been stated that road drainage systems are not designed to cope with very heavy rainfall and are generally only designed to cope with 1 in 5 year storms.

551/18 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:

The latest financial summary of accounts were not available for perusal due to year end accounting in process.

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552//18 TO APPROVE ACCOUNTS FOR PAYMENT AND TO INSTRUCT MEMBERS TO SIGN CHEQUES AND AUTHORISE PAYMENTS:

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

553//18 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:

- a) Cllr Johns has agreed to open and close the Grove for the elections on Thursday 2 May and Cllr Mrs Marston has offered to do the same for the European elections on Thursday 23 May (Cllr Chase will provide training).
- b) A member of public has asked if the Council can provide her with a litter picker stick. She will be advised to contact the Keep Upton Tidy Group.
- c) Concern was raised about the 'No parking' signs at the top of Moorland Parade that have been fixed to the sleepers installed by the Town Council. Cllr Griffin will draft a letter to be sent to the leaseholder.
- d) An item 'To hire or purchase an underground cable and pipe detector' will be included on the agenda of the Environment committee.
- e) The new notice board for Lytchett Minster will be installed when the underground services have been checked. The Highways Officer agreed to provide a plan of the underground services and this will be pursued.
- f) Cllr Drane reported on his attendance at the final meeting of Purbeck District Council.
- g) Cllr McKell enquired about the possibility of the Town Council contributing towards the Red Ensign but it was considered that this would set a precedent.
- h) Now that the Town Council have taken over ownership of some land at Factory Road it was suggested some advertising space could be hired out.
- i) Cllr Mrs Marston recorded of vote of thanks to the Town Council for their efforts which have resulted in the No 10 bus being re-routed past Organford Manor.
- j) Cllr Mrs Marston attended the end of Purbeck District Council Church Service and reported that it was a wonderful occasion.
- k) An item 'To appoint Cllr Johns as Flood Warden' when he is no longer a councilor will be included on the agenda of the Environment committee meeting.

There being no further business, the Chairman closed the meeting at 8.10 p.m.

Chairman.....

Date.....

