

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 **19 February 2019** and commenced at 7.00 p.m.

PRESENT: Councillor Mrs J M Richards in the Chair
 Councillor Mrs M Pryor
 Councillor P F Johns
 Councillor R Griffin
 Councillor J R Burns
 Councillor Mrs R J Wood
 Councillor M Chase
 Councillor Mrs J Marston
 Councillor R Holloway
 Councillor K Brooks
 Councillor S McKell

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

374/18 APOLOGIES: Councillor J C Small (personal)
 Councillor F H Drane (PDC meeting)
 Councillor P King (personal)
 County Councillor W T Pipe (PDC meeting)

Before the business of the evening commenced the Mayor welcomed Youth Advisor Elliot Bell to the meeting.

375/18 DECLARATIONS OF INTEREST:
 There were no declarations of interest.

376/18 MINUTES: of the Town Council meeting held on the 15 January 2019 as circulated were confirmed and signed.

377/18 CLERKS REPORT:

- a. **Valuation Report Regarding Land at Hibbs Close and its Potential Disposal.** The interested purchaser advised on 22 January that a local care provider were interested in the site once developed. The interested purchaser states that their plan will be to combine the land which they currently own with our site (once in their ownership). The care provider are in talks with DCC regarding need. He confirmed that Natural England are on board if the site is used for social care purposes. He will keep the TC updated.
- b. **Minute 343/17 & 75/18 To consider possible transfer of land parcels from Purbeck District Council.** Minute 328/18..
- c. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** Cllr Mrs Richards reported that a meeting had taken place with representatives from the Turbary Trust and they have agreed to proceed with a new lease. The Charity Commission will be contacted to ascertain whether the Recreation Ground Trust is required. Cllr Mrs Richards also advised that the Turbary Trust are happy for the Community Centre building to be named after Charles Hancox, subject to permission from the family who they are attempting to contact.

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377/18 CLERKS REPORT:(Cont)

- d. Minute 150/18 Risk Assessment of land susceptible to trespass within the Town.** See Minute 385/18.
- e. Minute 199/18 Agreement between the Town Council and Hamwic Education Trust for use of the Recreation Ground.** The Clerk has discussed this with the Head Teacher of the Junior School and a figure has been agreed.
- f. Minute 202/18 Lytchett Bay Nature Park Partnership.** A meeting took place on 14 February 2019 at 2pm - 4 pm where the issue of the Poole Harbour Recreation Supplementary Planning Document consultation was raised. Steve Boyt, PDC Planning attended the meeting to give a presentation on this and a copy will be circulated to all members.
- g. Minute 205/18 Purchase/lease of Photocopier.** The process of disposing of the old machine is in hand. Cllr Brooks is assisting with this.
- h. Minute 316/18 To consider providing an information board on 'Upton in Wartime'.** Cllr Griffin is in the process of accumulating information and has asked the Youth Advisor to help with some research into Upton in wartime.
- i. Minute 317/18 To consider the provision of lighting at the front of the Town Council Offices.** In hand.
- j. Minute 321/18 Annual Newsletter** One report has been submitted thus far, with others to be received by end of March 2019.

378/18 CORRESPONDENCE:

None.

379/18 ADOPTION OF COMMITTEE REPORTS:

- a) The report of the Environment committee held on 22 January 2019** as circulated was confirmed, adopted and signed.
- b) The report of the Finance & Administration committee held on 29 January 2019** was confirmed, adopted and signed.
- c) The report of the Amenities committee held on 5 February 2019** was confirmed, adopted and signed.
- d) The report of the Planning committee held on 12 February 2019** as circulated was confirmed, adopted and signed

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380/18 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:**Cllr Mrs J M Richards – Lytchett Minster and Upton Town Council
DAPTC (Purbeck Area) Meeting 16 January 2019**Reports on ongoing matters

Local Government Re-organisation, DCA's 'Dorset's communities after Local Government Reorganisation – a conversation with the Shadow Council', Election preparation.

Responding to consultations

It was considered if the development of a 'consultation watch mechanism' would be of benefit as consultations that impact directly on our communities and the development are often out of date by the time of a parish meeting.

Working Together

It was discussed if it would benefit town & parish councils by pooling resources, extracting expertise and planning strategic training.

DAPTC Dorset website review.

Motion , " DAPTC Purbeck Area Committee request that the DAPTC Executive Committee instigate a review of the DAPTC website".

Councillors experience difficulties with this site.

AONB

Member Councils are requested to obtain the views of their Councils on the performance of the AONB in respect of commenting on planning applications.

The aim of this request is to seek from Councils for the next meeting (April) their views on this topic. Some Councillors across Purbeck have expressed concern over the lack of responses from the AONB and the nature of such responses.

Chairmen & Clerks Meeting 6 February 2019

The Purbeck local plan has been submitted which is significantly different from the original due to the public consultation. An inspector has been appointed and if and when the plan is approved it will be carried forward to the new Dorset council. Purbeck planning is already taking heed of the plan as 2 planning applications have had a condition imposed that only local residents can benefit, this is the 2nd homes policy that has been invoked.

The LGR update was relatively short on detail.

The 4 senior executives have been appointed, the new constitution agreed and the budget is to go to the shadow council Monday 11th Feb.

Council tax will be harmonised across Dorset from day one. It will be configured by taking an average across Dorset and adding 2.99%. Some areas will see a slight fall whilst others will have an increase.

Cllr Mrs R J Wood – Lytchett Minster and Upton Town Council**Lockyers Trust**

Rev Jean de Garis is leaving and Cllr Mrs Wood is now a signatory.

Cllr R Griffin – Lytchett Minster and Upton Town Council

A meeting with the Hamwic Trust, the Head Teacher and the Chairman of Governors will take place on Tuesday 19 March to discuss parking issues around the Junior School.

DCC have been contacted regarding the potholes and adoption of the road at Upton Court. Cllr Johns was thanked for his work in his research regarding the number of vehicles using the road to access the Library and Health Centre.

Waypoints have agreed to the installation of bollards to prevent pavement parking in that area.

PDC have again been contacted regarding the naming of the new development off Dorchester Road with a request that this be called Swann Hill Gardens as Melbury has no connection to the local area.

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380/18 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:(Cont)**Cllr M Chase – Lytchett Minster and Upton Town Council**

All members of the Lytchett Bay Partnership have signed the Memo of Understanding and events and ideas to promote the initiative are being considered. Cllr Brooks will replace Cllr Mrs Richards on this group.

Cllr P F Johns – Lytchett Minster and Upton Town Council**Possible reduction of flood risk in Lytchett Minster**

After the meeting in November a member of the Flood Risk Management Team has visited the three properties at risk of being flooded with a 1 in 75-year storm. Unfortunately, two of the three residents did not want the flood prevention work to be carried out. Given that only one resident may therefore be wanting the work to be carried out, the team considers that it would very unlikely that they would be able to get agreement for a Local Levy funded scheme.

Therefore, the Flood Risk Management Team has decided to discuss the situation with their Highway Assets team to see if they could add the highway related improvements at junction of Post Green Road and Dorchester Road and at the Bakers Arms Roundabout to their list of schemes for the next financial year. Brian Richards does not know whether they will require partnership funding from the local community, but he suggests that it may not do any harm for us to agree a protocol to facilitate possible future funding. However, at this stage he considers that financial support from the Town Council will not be required.

With the above situation I propose to ask the Flood Risk Management Team to consider two further areas of highway related work that could make considerable improvements. That is to reduce the flooding on Dorchester Road at the Lytchett Minster School exit and by possibly clearing out the silt which more than half fills the 1800mm culvert under the Upton By-Pass.

Cllr Johns reported that he was advised by the South Lytchett Estate that the homeless family residing in Lytchett Minster have moved out of the area.

381/18 TO APPOINT ELLIOT BELL YOUTH ADVISOR TO THE COUNCIL:

It was proposed, seconded and

RESOLVED to appoint Elliot Bell as Youth Advisor of the Council.

382/18 TO AGREE TRANSFER OF LAND PARCELS FROM PDC:

It was proposed, seconded and

RESOLVED to agree to the transfer of 4 land parcels at Doussie Close/Hickory Close, Dacombe Drive, Factory Road and Cherry Hill Grove from PDC.

383/18 TO APPROVE THE TOWN COUNCIL LOCAL GOVERNMENT PENSION SCHEME 2014 DISCRETIONS POLICY:

It was proposed, seconded and

RESOLVED to approve the Town Council Local Government Pension Scheme 2014 Discretions Policy.

384/18 TO DISCUSS ARRANGEMENTS FOR OPERATION LONDON BRIDGE:

It was agreed to set up a sub-committee for this purpose comprising of Cllrs Mrs Richards, Chase, Holloway and led by Cllr McKell.

385/18 TO CONSIDER THE LIST OF AREAS WITHIN THE TOWN SUSCEPTIBLE TO UNAUTHORISED OCCUPATION:

A list of possible areas has been compiled and a risk assessment of each site will be undertaken. This will be included on the agenda of a future Environment committee.

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386/18 TO ESTABLISH A PROTOCOL AROUND A 3RD PARTY AGREEMENT TOWARDS A FLOODING SCHEME:

Further to the above report from Cllr Johns (Minute 380/18) this will be left in abeyance until such time as an agreement is required.

387/18 TO REVIEW CLERK’S SALARY:

After discussion it was proposed, seconded and **RESOLVED** that the Clerk should be moved up to the next pay scale with immediate effect.

388/18 TO CONSIDER THE STATUTORY CONSULTEE ROLE OF THE TOWN COUNCIL IN THE PLANNING PROCESS:

It has come to light that the Town Council are not statutory consultees in the planning process although they are currently treated as such by PDC. Clarification will be sought as to what will happen under the new Dorset Council and Cllr Mrs Richards will raise this at the DAPTC meeting on Friday 22 February. A letter will be sent to the Dorset Shadow Council stating that the Town Council wish to be a statutory consultee, with copies to County Councillor Pipe, Michael Tomlinson, MP and Purbeck District Council.

389/18 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.

390/18 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 February 2019 be approved.

391/18 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:

- a) The Mayor’s Charity concert will take place on Saturday 23 February 2019 at The Yarrells and tickets are £5 each.
- b) Cllr Brooks advised that he will be undertaking a fire evacuation exercise at the Grove on Wednesday 21 February 2019.

There being no further business, the Chairman closed the meeting at 8.40 p.m.

Chairman.....

Date.....