

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 **20 June 2017** and commenced at 7.30 p.m.

PRESENT: Councillor Mrs J M Richards in the Chair
Councillor Mrs M Pryor
Councillor J C Small
Councillor P F Johns
Councillor F H Drane
Councillor R Griffin
Councillor M Dodds
Councillor Mrs B Wood
Councillor M Chase
Councillor Mrs J Marston

Also in attendance: Mrs K Wright, Town Clerk
Mrs B Lake, Office Manager

69/17 DECLARATIONS OF INTEREST:

None.

70/17 APOLOGIES: Councillor J R Burns (personal)
Councillor Mrs E Andrews (holiday)
County Councillor W T Pipe (other meeting)

71/17 MINUTES: of the Town Council meeting held on the 16 May 2017 as circulated were confirmed and signed

72/17 CLERKS REPORT:

- a. **Minute 64/15 Purchase of Noticeboard.** This continues to be monitored.
- b. **Minute 409/16 Solar Energy Farm on Town Council land.** This has yet to be discussed with PDC. No further information.
- c. **Minute 217/17 Insurance Renewals** Zurich are not able to cover Keep Upton Tidy for litter picks on the council's policy; however they may be able to offer a preferential quotation from their relevant department should KUT need this at a future date.

73/17 CORRESPONDENCE:

- a. Information on a Post Office Upton Public Consultation was received. Members felt that there was insufficient information to comment and a response to this effect will be sent. Concern will also be expressed about the parking situation in that vicinity.
- b. Information on Tackling Fuel Poverty was received from CAB Purbeck.

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74/17 ADOPTION OF COMMITTEE REPORTS:

- a) The report of the Environment committee held on 23 May 2017 as circulated was confirmed, adopted and signed.
- b) The report of the Amenities committee held on 30 May 2017 as circulated was confirmed, adopted and signed.
- c) The report of the Finance and Administration committee held on 6 June 2017 as circulated was confirmed, adopted and signed.
- d) The report of the Planning committee held on 13 June 2017 as circulated was confirmed, adopted and signed.

75/17 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:**Cllr Mrs J M Richards – Lytchett Minster and Upton Town Council
DAPTC Meeting 19 May 2017**

I attended a DAPTC meeting for towns and larger parishes at Chickerill. Due to the upcoming general election many items are on hold.

Cllr Henry Bartlett – Wimborne Minster

The Chairman expressed his sadness at the death of Cllr Bartlett who had been an active member of the Towns and Larger Parishes Committee for a number of years.

1) Dorset CCG consultation

Cllr Johnson reported that there are to be two presentations on the 14th June (one near Dorchester and one near Wimborne) which would provide an outline to the findings from the ORS consultation.

All clerks have details of the times and venues. The final proposals are due to be released in September 2017.

T&LPC Constitution

Cllr Turner outlined the background to this proposed change to meeting dates as a reminder to discussion from the January meeting.

The secretary noted that she had not been able to obtain a copy of the T&LPC Constitution but if it followed the pattern of the other Area Meetings then it would state that the AGM for the Committee should be held in October each year.

Cllr Page noted that if the Committee were to propose any changes to the Constitution this could only be done at the T&LPC AGM. It was also noted that the deadline for resolutions to the DAPTC AGM was the 16th September.

It was proposed by Cllr Dedden and seconded by Cllr Richards to hold an Extra-ordinary AGM on the 1st September just to consider changing the month of the AGM within the Constitution. This would be followed immediately afterwards by the usual (autumn) meeting. It was RESOLVED that this proposal be accepted and the Secretary is to make the necessary arrangements.

Note: If changes to the constitution are agreed at the EAGM, the proposed (new) date for the T&LPC AGM would be the 16th November 2017.

There was a report by Stephen Hill Director Dorset Councils Partnership (copy available) but the salient points are:**1) Local Government Re-organisation**

By now the six Councils in Dorset who voted for change would have expected to have had a 'minded to' decision from the Secretary of State. However following the suspension of business immediately after the Westminster terror attack the formal sign off has still to be undertaken. This has been further delayed by the announcement of a General Election and so a decision is not now expected after the 8th June and could be as late as October 2017.

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75/17 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:(Cont)

It is not known how this will affect the timetable for the creation of the two unitary authorities if the proposal is accepted by Central Government however a number of key pieces of work towards this outcome can still be undertaken prior to any decision being made.

The proposal was only submitted in the names of those Councils who formally agreed to the 'two unitary' authority proposal (rural and urban).

The proposed referendum by Christchurch Borough Council is also currently 'on hold' until after the General Election has concluded.

Darren Gunter has been appointed as the Director responsible for Reorganisation. Darren's previous project involved the merging of the Dorset and Wiltshire Fire Service.

2) Accelerated House Building

North Dorset District Council (NDDC), West Dorset District Council (WDDC) and Weymouth and Portland Borough Council (W&PBC) have started a programme to encourage more home building at a faster pace. It has also been recognised that there is an affordability gap for house buyers and trying to resolve this is part of the Dorset Councils Partnership (DCP) Strategic Plan.

3) Working with Town and Parish Councils

The DCP has acknowledged that they need to work closely with Towns and Parishes as Dorset moves closer towards a potential Unitary Council. It has decided that devolution of services is important and as a result 4 of the 6 Town Councils in West Dorset have met with the DCP Director to discuss this. It was noted that Beaminster and Chickerell had not been included in these meetings and Mr Hill agreed to rectify this for future meetings.

4) Weymouth Town Council

A report outlining the proposal to create a Weymouth Town Council in addition to the Portland Town Council for the W&PBC area is available on the Dorset for you website or via the link here [Governance Review - Creation of a Weymouth Town Council](#)

Mrs Trevorah (Chief Executive – DAPTC) addressed the meeting and outlined her January report (copy available). The main points were as follows:

1) DAPTC Conference

68 delegates attended the Conference covering 52 Town and Parish Councils.

20 Star Award Certificates were issued to Town and Parish Councils who had send at least 30-60% of their Councils on training and development courses.

2) Non-essential highway maintenance works

Dorset Highways has set out options for Parish and Town Councils if they want to contract some of the non-essential highway maintenance from Dorset County Council.

There is an agency agreement which can be entered into which covers the use of a suitably qualified contractor from DCC and if they supervise a group of volunteers to do the work also cover all the Liability insurances etc. All Parish and Town Clerks have had copies of the information and contact details from DAPTC.

3) Community Transport Grant

A community transport grant is now available from DCC with grants up to £5,000 being available to set up a community transport scheme. The link to further details is in the report.

It was noted that Parish and Town Councils can put a proposal together which covers a cluster or group of Councils if that is an option.

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75/17 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:(Cont)**4) Quality Gold – Local Council Award Scheme.**

Blandford Town Council has achieved the highest level of the Local Council award scheme, the only one so far in Dorset. There are three levels of award and further details are on the DAPTC website.

It was proposed that a letter of congratulation be sent from the T&LPC committee. All agreed

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

Cllr Mrs Wood reported that the Assistant Groundsman is not eligible for funding from the Lockyers Trust as he does not reside in Upton.

Cllr F H Drane – Purbeck District Council**Future Of the West Lulworth public Toilets**

Lengthy discussion took place, and it was agreed to spend the money to refurbish them and to keep them open on a 24 hour basis.

I did raise the point Upton with 8000 people did not have a public Toilet.

Scheme of Delegation in relation to planning matters

The General Manager, Planning and Community Services presented a report seeking support to set up a Policy Development Panel (PDP) to review how the scheme of delegation worked for referral of planning applications to the Planning Committee.,this I requested as I felt the present system was against the will of the people. Members of the Group suggested that the PDP might also want to look at planning enforcement, which would be the subject of a report to the next month's Policy Group meeting

Making the Lytchett Matravers Neighbourhood Plan

This was discussed and I and others put forward it was a very good plan and took a lot of hard work. The council accepted the LMNP.

Adoption of Swanage Local Plan

A full discussion took place and apart from one resident pointing out where a change was required and this was agreed to consider by the Council, the Plan was accepted .

The PRAG housing development being in its near final stages, should now be transferred to the Policy Group for further discussion. I asked about questions being raised at the forth coming FORUMS who will answer these questions. General Manager Planning stated they would answer the questions and members would be informed, concluded by the Leader of the PDC

Cllr W T Pipe – Purbeck District Council and Dorset County Council

As the political dust settles over County Hall, your newly elected member for Lytchett Minster & Upton Division has been busy on behalf of electors and councils within the area.

I have approached the Estate Manager at DCC with a proposal that LM&UTC could consider making an offer to purchase or lease land adjacent to the recreation ground. This process has begun and the Estates Department will be in touch shortly with the Council and the Clerk to discuss this proposal.

My functions at County Hall include being Chairman-Elect of the Health Scrutiny Committee, a member of the Schools Transport Appeals Committee; the Corporate Parenting Board and other bodies within and without council.

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75/17 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:(Cont)

This links in well with my Portfolio at PDC and draws together up a lot of cross-committee work which has been going on now for some time. Exciting times are ahead for all members at both County & District level.

Armed Forces Day was recognised at County Hall and at PDC when special flags were raised in honour of our fighting forces locally and indeed, nationally. A minutes silence was also held at both councils in memory of those who lost their lives and had been effected by the terrorist outrages at Manchester and London Bridge; as well as those who lost their lives and for those who are still unaccounted for after the tragic fire at Grenfell Tower, London.

A briefing was held at PDC to hear from Health Professionals concerning the proposed NHS HUBS to be established at Swanage & Wareham. The Swanage hub would also have the additional benefit of having beds made available for elected surgery, recovery and other inpatient treatments. The Wareham hub would not have beds, but would be a nonetheless very active hub.

Our neighbours in Lytchett Matravers have had their Local Plan considered and accepted by PDC. In a short period of time, this plan would soon be adopted

76/17 TO APPROVE THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31 MARCH 2017:

It was proposed, seconded and **RESOLVED** that this be approved.

77/17 TO APPROVE THE ACCOUNTING STATEMENTS FOR 2016/17:

It was proposed, seconded and **RESOLVED** that the Accounting Statements for 2016/17 be approved. This was then signed by the RFO.

78/17 TO RECEIVE THE INTERNAL AUDITOR'S REPORT:

It was proposed, seconded and **RESOLVED** that this be accepted.

79/17 TO APPROVE STANDING ORDERS FOR 2017/18:

It was agreed to defer this item to give members more time to peruse the document. A hard copy will be circulated to all members.

80/17 TO CONSIDER A REQUEST FROM A LOCAL RESIDENT TO BUY OR RENT LAND AT FRAMPTON TERRACE:

After discussion it was proposed, seconded and **RESOLVED** to contact the resident of 23 Frampton Terrace to ascertain whether they wish to renew their lease for a 2 or 3 period period (depending on the break clause) at £150 per year. A similar offer will be made to the residents of numbers 33 and 25.

81/17 TO APPROVE THE FOLLOWING VIERMENTS:

- £800 FROM 103 4260 Newsletter to 300 4401 Cemetery Maintenance
- £1500 from 103 4240 Insurance to 300 4401 Cemetery Maintenance

It was proposed, seconded and **RESOLVED** that this be approved.

82/17 TO AUTHORISE EXPENDITURE OF £3700 FROM AMENITIES RESERVES TO PAY THE BALANCE FOR THE CEMETERY DRAINAGE WORKS:

It was proposed, seconded and **RESOLVED** that this be approved.

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83/17 TO RECEIVE THE FIRE RISK ASSESSMENTS FOR THE GROVE AND MOORLAND PARADE AND TO AUTHORISE EXPENDITURE OF UP TO £6,000 FROM THE GENERAL FINANCE AND ADMINISTRATION RESERVE TO PAY FOR REMEDIAL WORKS FOR MOORLAND PARADE:

It was proposed, seconded and **RESOLVED** that these be accepted.

84/17 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.

85/17 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 2017 be approved.

86/17 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:

- a) Cllr Mrs Wood advised that the Head Teacher of Upton Infants School was enquiring about the use of the Recreation Ground by The Yarrells School. Discussions relating to this are ongoing.
- b) A Keep Upton Tidy Litter Pick will take place at 6 pm on Monday 3 July 2017.
- c) Cllr Chase expressed concern about the dangers of legionella in hosepipes and a risk assessment for their use will be prepared.

There being no further business, the Chairman closed the meeting at 9.00 p.m.

Chairman.....

Date.....