

There will be a virtual meeting of the **Lytchett Minster & Upton Town Council** which will be held on **Tuesday 20 April 2021** at **7.00 pm**.

Apologies for absence should be given to the Chairman/Clerk prior to the meeting.

Karen Cane

Signed: Karen Cane, Town Clerk

15 April 2021

There will be a **DEMOCRATIC SESSION** at approximately 7.45 pm for a period not exceeding 15 minutes, to allow any electors of the Civil Parish a maximum of three minutes, to address the Council on a relevant matter or ask a question. Any member of the Civil Parish or member of the Press may request the on-line access link by emailing office@lytchettminsterandupton-tc.gov.uk no later than 12 hours prior to the commencement of the meeting.

AGENDA

1. To receive Declarations of Interest and to approve apologies for absence.
2. To receive the Minutes of the meeting held on 16 March 2021.
3. To receive the Clerk's Report.
4. Correspondence: a) Dorset Council Planning Enforcement
 b) Purbeck Film Festival
5. To receive update on developments at Upton Cemetery.
6. To agree to hold the Annual Meeting of the Town Council on Tuesday 4 May virtually.
7. To agree to continue, for a period of six months, the delegation of all day to day operational responsibilities to the Town Clerk, who will fulfill these in consultation with the acting Chairman and to authorise the Town Clerk to pay staff salaries and invoices in line with approved budgeted expenditure.
8. To consider co-option.
9. To receive feedback on recent Traffic Regulation Orders in Upton and to consider Dorset Council proposals.

10. To discuss the Purbeck & East Dorset Citizens Advice Merger.
11. To discuss car parking concerns at Lytchett Minster School.
12. To receive update on the Upton Together Project.
13. To receive an update from Chairs of Amenities, Environment and Planning.
14. Representatives Reports (including LUBCA) / Dorset Council Matters)
15. To receive the summary of accounts to 31 March 2021.
16. To receive list of council payments up to date of meeting.
17. Items of report (including publicity opportunities) and matters for future Agendas.

The Annual Meeting of the Town Council will be held on 4 May 2021 virtually via Zoom at 7 pm.