

LYTCHETT MINSTER AND UPTON TOWN COUNCIL



There will be a meeting of **Lytchett Minster & Upton Town Council** to be held on **Tuesday 18 July 2023** at **The Council Offices, 1 Moorland Parade, Moorland Way, Upton, BH16 5JS** at **7 pm**.

A handwritten signature in black ink, appearing to read 'Karen Cane'.

Signed: Karen Cane, Town Clerk
12 July 2023

There will be a **DEMOCRATIC SESSION** at approximately 7.00 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.

Following the democratic session, members of the public are welcome to remain in the meeting to observe, as per the Public Bodies (Admission to Meetings) Act 1960.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

AGENDA

1. Public Participation
2. To receive Declarations of Interest (Councillors are reminded of their obligations to declare their interests under the Model Code of Conduct as defined by regulations made under Section 30 (3) of the Localism Act 2011) and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.
3. Apologies for absence.
To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) – please can Members give their apologies by email or telephone by 5pm on the day of the meeting
4. To receive the Minutes of the Meeting of the Town Council held on 20 June 2023.
5. To receive the Clerk's and Outside Operations Manager's Report.

Karen Cane CiLCA PSLCC
Town Clerk

1 Moorland Parade, Moorland Way, Upton, Poole, Dorset BH16 5JS
Tel: 01202 632070

e-mail: office@lytchettminsterandupton-tc.gov.uk
website: www.lytchettminsterandupton-tc.gov.uk

6. Correspondence: A) D-Day Anniversary Guide (MATCJUL23CORRA)
7. To receive Committee minutes and to resolve recommendations:

Environment & Planning (27/06/2023)

83/23 To consider the future of the tree planting / sponsorship programme and alternative options.

It was **PROPOSED, SECONDED** and **RECOMMENDED** to conclude the current programme and progress alternative options as outlined in the report.

84/23 To consider purchasing a town council information sign to direct resident to the council offices.

It was **PROPOSED, SECONDED** and **RECOMMENDED** to proceed with the application.

Amenities (04/07/2023)

97/23 To discuss the refurbishment of Redwood Road Play Area

After consideration of the report it was **PROPOSED, SECONDED** and **RECOMMENDED** to accept the overarching 3 step project plan to commence the refurbishment of the Redwood Road Play. The plan involves public consultation, grant applications and procuring a specialised contractor to lead the tendering process.

99/23 To consider a strategy for the cemetery and future burial space for the town.

Members were presented with a report regarding the cemetery and future burial space. After consideration it was **PROPOSED, SECONDED** and **RECOMMENDED** to procure a land valuation for land opposite the cemetery. Further it was agreed to contact the Lees Estate to establish whether or not they have any land which might be suitable for future burial, as well as contacting Tappers and Cemetery Development Services with a view to ascertaining some likely costings for creating a new burial space. This information will assist the Council in forming a view of long-term burial provision for the Town.

8. To consider co-opting an additional councillor to sit on the council.
9. To seek nominations for an additional member to the Finance & Administration Committee.
10. To consider updating the Council's Honours Board.

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11. To consider the introduction of an Honours Board to recognise the Freemen of the Town, and to approve a Freeman Nomination Policy.
12. To approve an updated Grants Policy.
13. To provide an update on the Recreation Ground lease transfer.
14. Representatives Reports (Dorset Council Members/LUBCA/Upton Together Upton In Bloom etc.).
15. To receive any updates to the Risk Register.
16. To receive the latest financial summary of accounts.
17. To approve accounts for payment for July 2023 up to day of meeting, and a full June 23 payment list.
18. Items of report (including publicity opportunities) and matters for future agendas.

The next full Town Council meeting to be held on Tuesday 19 September 2023 at 1 Moorland Parade, Upton commencing at 7 pm.

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