

LYTCHETT MINSTER AND UPTON TOWN COUNCIL



There will be a meeting of the Town Council to be held on **Tuesday 19 September 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
13 September 2023**

Prior to consideration of the following Agenda, there will be a democratic quarter of an hour, which may be extended at the discretion of the Town Council, during which time members of the public may speak. During the course of the meeting, members of the public and our elected representatives from the Dorset Council may indicate they wish to speak, and, at the discretion of the Chairman, and with the approval of the Members, they may be allowed to do so on points of information only. The Council may on occasion invite members of the public to comment on specific issues where points of information or their particular knowledge on a subject might prove of benefit to the Committee. 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.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available.

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.

**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
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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 18 July 2023.
5. To receive the Clerk's and Outside Operations Manager's Report
6. Correspondence:
 - A) Resignation letter from Cllr Paul Thompson
 - B) CAB August Report
 - C) Dorset Council Housing Strategy Consultation
 - D) PCC Stakeholder Letter July 23
7. To receive Committee minutes and to resolve recommendations:

Environment & Planning (25/07/2023)

127/23 – Heritage Trail with Lytchett Minster and Upton

It was **PROPOSED, SECONDED** and **RECOMMENDED** to agree, in principle, to a heritage trail, and to form a working party to take the project forward, subject to an allocated budget. In the meantime, further research will be carried out by Cllr Griffin and potential locations across the town identified.

129/23 – Apply for 20 mph speed limit Sandy Lane

It was **PROPOSED, SECONDED** and **RECOMMENDED** to apply for a 20mph limit for Sandy Lane in accordance with Dorset Council's strategy, including adjoining road as advised by Dorset Council.

Environment & Planning (15/08/2023)

141/23 – Support introduction of Beryl Bike Scheme into Town

It was **PROPOSED, SECONDED** and **RECOMMENDED** to agree to support the introduction of the Beryl Bike Scheme in Upton as per the above locations but to note the disappointment over the lack of consultation with the public.

Finance & Administration (05/09/2023)

156/23 – Staff Report

It was **PROPOSED, SECONDED** and **APPROVED** to accept the recommendations in the confidential report with reference to the recruitment to a new role of an Outside Operations Support Assistant at 16 hours per week.

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Amenities (12/09/2023)

162/23 – Dorset Council Grove Frontage Resurfacing

It was **PROPOSED, SECONDED** and **RECOMMENDED** to accept the lowest value quotation which was Dorset Council.

163/23 – Upton Cemetery Resurfacing Quotations

It was **PROPOSED, SECONDED** and **RECOMMENDED** to accept the lowest value quotation which was Dorset Council.

164/23 – Investigations into additional burial ground at Upton Cemetery

After discussion it was **PROPOSED, SECONDED** and **RECOMMENDED** not to pursue the purchase of the land opposite the existing cemetery on the basis of unsuitable ground conditions and cost.

165/23 – Christmas Event Arrangements

Members noted the contents of the report. It was then **PROPOSED, SECONDED** and **RECOMMENDED** to accept the event plan and associated costs subject to:

- a) Commencing the event 15 mins earlier and adjusting ensuing timings
- b) Requesting that Upton Junior School incorporate a sing-a-long for all at the end of their section with two Christmas carols.

8. To consider the following motion from Cllr W T Pipe:

"To attract funding for the resumption of youth service provision in the Town, it is necessary to apply for funding from Dorset Council. As Dorset Council will not entertain funding applications from individual councillors, it needs to be dealing with a statutory body such as the Town Council"

I propose that Lytchett Minster & Upton Town Council become that statutory body and negotiate, along with Cllr. Bill Pipe to attract various funding streams from Dorset Council and elsewhere to facilitate the return of youth services to the Town'.

9. To approve a Freeman/Freewoman Nomination Policy.
10. To appoint a member to each of Amenities and ENPLAN committees.
11. To nominate an 'External Funding Champion'.
12. To update on the proposal for a Heritage Trail.
13. To receive the updated operational Project Plan
14. Representatives Reports (Dorset Council Members/LUBCA/Upton Together Upton In Bloom etc.).
15. To receive any updates to the Risk Register.

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16. To receive the latest financial summary of accounts.
17. To approve accounts for payment for September 2023 up to day of meeting, and note the August 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 17 October 2023 at 1 Moorland Parade, Upton commencing at 7 pm.

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