

# LYTCHETT MINSTER AND UPTON TOWN COUNCIL



Members of the **Lytchett Minster & Upton Town Council** are summoned to attend a Meeting of the Town Council to be held on **Tuesday 17 January 2023** at **The Council Offices, 1 Moorland Parade, Moorland Way, Upton, BH16 5JS** at **7 pm**.

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

**Signed: Karen Cane, Town Clerk**  
**11 January 2023**

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.

## **AGENDA**

1. 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. To receive apologies for absence.
2. To receive the Minutes of the Meeting of the Town Council held on 15 November 2022.
3. To receive the Clerk's Report (MACRJAN23)
4. Correspondence: A: Dorset Chief Constable Letter
5. To co-opt to the Town Council. (MATCJAN23Doc1)
6. To approve and sign the Allotment Management Agreement 2023-2026 with Upton and Lytchett Minster Allotment Association. (MATCJAN23Doc2)

**Karen Cane CiLCA PSLCC**  
**Town Clerk**

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7. To receive Committee minutes and to resolve recommendations:
- |                        |  |
|------------------------|--|
| Environment (22/11/22) | 239/22 (Siting of SID Poles)                           |
|                        | 240/22 (Purchase of Planters for Town Centre)          |
|                        | 241/22 (Lytchett Minster 20 mph limit – not supported) |
| Amenities (06/12/22)   | 249/22 (Renewal of Allot. Agreement with ULMAA)        |
| Planning (10/01/23)    | None   |
8. To consider fees for 2023/24. (MATCJAN23Doc3)
9. To receive condition report on The Grove and The Pavilion and associated outside sites. (MATCJAN23Doc4)
10. To consider budget for 2023/24. (MATCJAN23Doc5)
11. To set precept for 2023/24.
12. To consider a motion submitted by Cllr R Burns:
- ‘That Council, as empowered by subsections (1) and (2) of section 85 of the Local Government Act 1972, resolves to recognise that the failure of attendance of Cllr Martyn Chase since 16 August 2022 was due to reasons of ill-health and that that recognition will continue until such time as Cllr Chase is able to resume his attendance’.*
13. Representatives Reports (Dorset Council Members/LUBCA/Upton Together/ Upton In Bloom etc.).
14. To receive the latest financial summary of accounts. (MATCJAN23Doc6).
15. To approve accounts for payment for January 2023 up to day of meeting, and a full November – December 22 payment list. (MATCJAN23Doc7/7a/7b)
16. Items of report (including publicity opportunities) and matters for future Agendas.
- Due to the nature of the following business to be transacted under agenda item 17, the Council should resolve to exclude the Press and Public, under the Public Bodies (Admission to Meetings) Act 1960.**
17. To consider staffing matters. (MATCJAN23Doc8)

The next full Town Council meeting to be held on Tuesday 14 February 2023 at 1 Moorland Parade, Upton commencing at 7 pm.

**Karen Cane CiLCA PSLCC  
Town Clerk**

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