

There will be a meeting of the **Lytchett Minster & Upton Town Council** which will be held on **Tuesday 21 January 2020** at 1 Moorland Parade, Moorland Way, Upton at **7.00 pm**.  
Apologies for absence should be given to the Chairman/Clerk prior to the meeting.

**Signed: Karen Cane, Town Clerk**  
**15 January 2020**

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 and apologies for absence.
2. To receive the Minutes of the meeting held on 17 December 2019.
3. To receive the Clerk's Report.
4. Correspondence: None
5. To approve the draft Calendar of Meetings for 2020/21.
6. To approve budgets for 2020/2021.
7. To set precept of £287,349 for the financial year 2020/2021.
8. To approve expenditure for Recreation Grounds Maintenance for 20/21 and Grass Verge Cutting 20/21.
9. To set date for Annual Assembly 2020.

10. Reports of Committees:  
Finance & Administration 7.1.20. – No recommendations  
Planning 14.1.20. – No recommendations
11. Representatives Reports (including LUBCA) / Dorset Council Matters).
12. To receive the latest financial summary of accounts.
13. To approve accounts for payment and to instruct members to sign cheques and authorise payments.
14. Items of report (including publicity opportunities) and matters for future Agendas.

The next full Town Council meeting will be held on 18 February 2020 at 1 Moorland Parade, Moorland Way, Upton at 7.00 pm.