

## LYTCHETT MINSTER & UPTON TOWN COUNCIL

A **MEETING** of the **TOWN COUNCIL** was held on **TUESDAY** the **21 SEPTEMBER 2021** and commenced at 7.00 p.m.

**PRESENT:** Councillor Mrs M Pryor in the Chair  
Councillor M Chase  
Councillor F H Drane  
Councillor J R Burns  
Councillor D Wilson  
Councillor J Sheldon  
Councillor W T Pipe  
Councillor R Griffin

**Also in attendance:** Mrs K Cane, Town Clerk  
Mrs B Lake, Office Manager

### **62/21 DECLARATIONS OF INTEREST:**

**63/21 APOLOGIES:** Councillor K Brooks (work commitments)  
Councillor S McKell (holiday)

**64/21 MINUTES:** of the Town Council meeting held on the 22 July 2021 as circulated were confirmed and signed.

### **65/21 CLERKS REPORT:**

- a. **Valuation Report Regarding Land at Hibbs Close and its Potential Disposal.** Planning Officer (26/8/21) has been working with the Dorset Council's Solicitors and the Housing Team to ensure that the wording of the legal agreement is correct and to ensure that the sheltered housing is retained for future generations to use. This is now complete (26/8), the solicitors have sent the final draft to the applicant for them to sign and once this is complete the application process can be completed. The developer has requested permission to dig test holes, (w/c 27 September 2021) to obtain soil samples, these will be reinstated thereafter.
- b. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** There appears to be an impasse as Turbary do not feel that they should pay their legal fees, and have requested that the Town Council pay these, as well as the Council legal fees for their part of the lease, and the legal fees relating to the establishment of the CIO. An item to discuss this further will be included on the Agenda of the next full Council meeting.

continued.....

**65/21 CLERKS REPORT:**

- c. **Minute 40/21 Speed Limit Reduction New Road, Lytchett Minster and associated access roads to Lytchett Minster School.** No further information. See Clerks Report J also.
- d. **Minute 61/20 Footpath Junction of Dorchester Road and Huntick Road to Courtyard Centre.** No further information.
- e. **Minute 198/20 To receive feedback on the recent Traffic Regulation Order in Pony Drive, Upton.** THE DORSET COUNCIL (WAITING, LOADING, STOPPING AND PARKING PLACES) (MAP BASED) (AMENDMENT NO.20) (PONY DRIVE, UPTON) ORDER 2021 was made on the 27th August 2021. It is scheduled to be operational from the 20<sup>th</sup> September. The DC representative has spoken to the lining team and the lines are scheduled to be done, unfortunately they cannot give a specific date when they will be completed at this present time. It is hoped they will be able to complete the outstanding lineage works on Sea View Road, Purbeck Close, Dorchester Road and Oakley Gardens at the same time. A resident requested that this works be done before the large event taking place at Upton House w/end of 18/19 Sept but this may not be possible.
- f. **Minute 27/21 Frampton Terrace.** The first quotation for post and rail fencing is over £3000. Further quotations are to be sought as well as looking into whether this can be done in house. It should be noted that some residents have objected to the Council taking these actions.
- g. **Minute 33/21 Open Spaces Policy.** The final guidance document has been updated and is in the public domain to inform and guide.
- h. **Minute 34/21 Street Light Upgrades.** Works in Maylyn Road have been completed and the work for The Crossways is in hand.

continued.....

**65/21 CLERKS REPORT:(Cont)**

- i. **Minute 48/21 Flooding in Lytchett Minster and Upton.** This matter has been referred to Dorset Council but no outcome as yet. Cllr Wilson has sent supporting information/photographs and offered to attend a site meeting. DC latest communication advises Highways Team is waiting to hear back from a colleague in the Flood Risk Team regarding culvert capacity. Highways have also committed to check the flow of the culvert during wet conditions if necessary a ticket for jetting / camera survey will be raised. Cllr Wilson advised that DC had attended on Tuesday 21 September to carry out investigations with a camera.
- j. **Minute 49/21 Request for traffic calming measures on Dorchester Road, Lytchett Minster.** Dorset Council has advised there will be a site meeting in September with the Road Safety and Sustainable Transport Teams, after which they will make an assessment to see if anything can be done. It will likely be due to available funding as this would be a big project; however the Sustainable Transport Team have more funding than road safety. An updated is awaited.
- k. **Lytchett Minster and Upton Town Council Operations report – September 2021 (attached).**

**66/21 CORRESPONDENCE:**

- a) Correspondence was received regarding the Organford Manor site. Councillors commented that correspondence items a) and c) are best dealt with by Dorset Council.
- b) Notification was received from Dorset Council of the proposed temporary closure of Blandford Road North (southbound) to allow the reconfiguration of the entrance to the new Aldi Store. The works are programmed to take place between Monday 1 and Friday 26 November 2021.
- c) Information regarding Pikes Farm, Organford was received from Dorset Council.
- d) The June 2021 Stakeholder Quarterley Update was received from East Dorset & Purbeck CAB.
- e) A letter of thanks for the Grant Aid donation was received from East Dorset & Purbeck CAB.

continued.....

**66/21 CORRESPONDENCE:(Cont)**

- f) Notification of Proposed Parking Charges was received from Dorset Council.
  
- g) Information on training on Code of Conduct, Digital Register of Interests and Dorset Council Complaints Process relating to Conduct was received. Any members wishing to undertake this training should contact DAPTC directly.

**67/21 ADOPTION OF COMMITTEE REPORTS:**

- a) The report of the Finance & Administration committee held on 24 August 2021 as circulated was confirmed, adopted and signed.

**68/21 REPRESENTATIVES REPORTS (INCLUDING LUBCA/DORSET COUNTY COUNCIL MATTERS:**

**Councillor W T Pipe – Dorset Council**

The family living illegally in Lytchett Minster have moved on to the Bere Regis area and Dorset Council are looking to block the access to prevent any future incursions. Cllr Pipe gave a brief update on the planning reforms.

**Councillor R Griffin – Lytchett Minster and Upton Town Council and Upton in Bloom**

Upton in Bloom were awarded gold for the Town, Lytchett Bay View, Upton Woods and the Woodland Burial Site by South and South East in Bloom. The Britain in Bloom result has yet to be announced.

The funeral of Mr Brian Cooper, who was instrumental in creating the flowerbeds, will be held on Wednesday 22 September at 2.00 pm at Lytchett Minster Church. The Council offer their condolences.

**69/21 TO CONSIDER REQUEST FOR DOUBLE YELLOW LINES FROM JUNCTION OF PALMERSTON ROAD AND POOLE ROAD TO PRESTON CLOSE:**

After discussion it was proposed, seconded and **RESOLVED** to support this request.

Cllr Pipe left at this point in the meeting

**70/21 TO CONSIDER THE REINSTATEMENT OF COMMITTEE MEETINGS FROM 1 OCTOBER 2021:**

After discussion it was proposed, seconded and **RESOLVED** that going forward committee meetings will only be held as and when deemed necessary, either virtual or physical, with recommendations being ratified at the full Council meeting. An F&A Staffing meeting will be arranged by the Town Mayor.

continued.....

**71/21 TO CONSIDER WAYS TO MARK THE QUEEN'S PLATINUM JUBILEE WITHIN THE TOWN:**

It was agreed to appoint Cllr Mrs Pryor as Jubilee Champion to take this forward.

**72/21 TO APPROVE QUOTATION FOR £1,510 TO CLEAN AND UPGRADE JUBILEE STONE IN PREPARATION FOR THE PLATINUM JUBILEE:**

It was proposed, seconded and **RESOLVED** that this be approved.

**73/21 TO RECEIVED THE EXTERNAL AUDITOR'S REPORT FOR 2020/2021:**

It was proposed, seconded and **RESOLVED** that this be accepted.

**74/21 TO DISCUSS THE COMMUNITY LOCAL GOVERNANCE REVIEW:**

This was made available for perusal by Councillors on the Members' Area of the website.

**75/21 TO CONSIDER A REQUEST TO PURCHASE TOWN COUNCIL OWNED LAND AT 33 POOLE ROAD (GARDEN PLOT):**

After discussion it was proposed, seconded and **RESOLVED** that this request should be refused in line with previously agreed Town Council policy. Residents of Frampton Terrace attended the Democratic Session to object to the decision to fence off the Town Council owned plots. After discussion it was agreed to arrange an informal meeting at 7.00 pm on Thursday 7 October to which all residents of Frampton Terrace would be invited. Cllrs Pryor, Chase, Wilson and Pipe will represent the Town Council.

**76/21 TO CONSIDER A MEMORIAL TO JOHN SMALL:**

Consideration will be given to this and discussed further at a later date. Cllr Griffin agreed to liaise with the widow of John Small regarding a suitable memorial.

A vote was taken at 9.30 pm to continue the meeting.

**77/21 TO CO-OPT A TOWN COUNCILLOR:**

The prospective Town Councillor who had expressed an interest made no further contact with the Council and did not attend the meeting.

**78//21 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:**

This was reviewed by the committee and it was proposed, seconded and **RESOLVED** that the financial summary of accounts be approved.

continued.....

**79/21 TO APPROVE ACCOUNTS FOR PAYMENT AND TO INSTRUCT MEMBERS TO SIGN CHEQUES AND AUTHORISE PAYMENTS:**

It was proposed, seconded and **RESOLVED** that the accounts be approved.

**80/21 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:**

- a) The SID that was recently sited in Lytchett Minster has proved very effective. It is now due to move to another location.
- b) Cllr Drane expressed concern about the workload of the Clerk.

**There being no further business, the Chairman closed the meeting at 9.35 p.m.**

Chairman.....

Date.....

**DEMOCRATIC SESSION:**

3 residents of Frampton Terrace attended the meeting to challenge the decision to fence off Town Council owned plots and it was suggested that an informal meeting between residents and Councillors be arranged to discuss this further. One of the residents attended to also support of the request to purchase land at 33 Poole Road. See Minute 74/21.

A member of Keep Upton Tidy attended the meeting to ask whether the Town Council would consider taking over the organisation of the Keep Upton Tidy group. The next litter pick is due to take place on Sunday 10 October 2021