

## LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **TOWN COUNCIL** was held on **TUESDAY** the **19 April 2022** in the Council Chamber, 1 Moorland Parade, Moorland Way at 7.00 p.m.

**PRESENT:** Councillor Mrs M Pryor in the Chair  
 Councillor J R Burns  
 Councillor S McKell  
 Councillor W T Pipe  
 Councillor J Sheldon  
 Councillor R Griffin  
 Dorset Councillor A Brenton  
 Dorset Councillor A Starr

**Also in attendance:** Mrs K Cane, Town Clerk  
 Mrs K Osborne, Deputy Town Clerk  
 Mr Paul Thompson (Member of the public)

**180/21 DECLARATIONS OF INTEREST:** None

**181/21 APOLOGIES:** Councillor M Chase  
 Councillor F H Drane  
 Councillor D Wilson

**182/21 MINUTES:** of the Town Council meeting held on the 15 March 2022 as circulated were confirmed and signed.

**183/21 CLERKS REPORT:**

- a. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** The Trustees of the newly formed CIO had yet to meet.
- b. **Lytchett Minster and associated access roads to Lytchett Minster School.** No further information.
- c. **Minute 61/20 Footpath Junction of Dorchester Road and Huntick Road to Courtyard Centre.** No further information.
- d. **Minute 34/21 Street Light Upgrades** Enerveo was due to commence this works on 20 April. A flyer had been prepared to advise residents.
- e. **Minute 48/21 Flooding in Lytchett Minster and Upton.**  
No further information.
- f. **Minute 49/21 Request for traffic calming measures on Dorchester Road, Lytchett Minster.**  
No further information.

**183/21 CLERKS REPORT: (Cont)**

- g. Minute 145/21 (2) Highways Issues nr Aldi.** See Minute No: 196/21 and 197/21.
- h. Minute 76/21 and 159/21 John Small Memorial.** See Minute No 195/21.
- i. Minute 151/21 a) PCC to attend a Town Council meeting.** See Minute No 184/21.
- j. Minute 154/21 CCTV Upton Cemetery** See Minute No. 191/21.
- k. Minute 157/21 New Road Traffic Survey** The Clerk reported that the site did not meet the criteria for a SID with an 85%ile of just 30.8mph for vehicles heading into the village (average is only 23.5mph). Overall the adherence to the speed limit looked very good in both directions. The Town Council agreed a SID was unwarranted and that residents would be informed. Further details on the traffic volumes recorded would be obtained and disseminated to Members for information.

**184/21 TO RECEIVE A PRESENTATION FROM DORSET POLICE AND CRIME COMMISSIONER, DAVID SIDWICK, ON HIS POLICE AND CRIME PLAN.**

Members received an informative presentation from David Sidwick on his Police & Crime Plan for Dorset. This generated healthy debate and raised a number of queries from Members relating to the Town.

The key topics of conversation were as follows:

- Community Speed Watch for the Town – not enough volunteers.
- A static speed camera in Upton.
- Engagement of the Neighbourhood Policing Team.

On behalf of the Town Council, Mr Sidwick was thanked by the Chairman for his presentation and left the meeting.

**185/21 CORRESPONDENCE:**

- a) The revised plans for the Green Nation Proposed Solar Farm were presented to Members. The Town Clerk read out a response from Cllr Wilson in his absence.

Continued..

**185/21 CORRESPONDENCE: (Cont)**

- b) Dorset Council had received an application for a Definitive Map Modification Order for Lytchett Minster. Members were provided with details of the application which were noted.
- c) Members considered an email from Dorset Council which clarified the use of the Piddlehinton transit site by Town Councils for Section 62 notices. The site would be open from 1 April. This information was noted.
- d) CAB Quarterly Report – this was noted by Members.

**186/21 ADOPTION OF COMMITTEE REPORTS:**

There were no committee reports to consider.

**187/21 REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS/LUBA/UPTON TOGETHER/UPTON IN BLOOM:**

**Dorset Councillor Brenton** – see report attached

**Dorset Councillor Pipe** – see report attached

**188/21 REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS/LUBA/UPTON TOGETHER/UPTON IN BLOOM:**

All verbal reports were noted.

**189/21 TO CONSIDER THE RE-INTRODUCTION OF COMMITTEE MEETINGS**

Members received a report from the Town Clerk asking them to consider re-introducing Committee meetings after the Annual Town Council meeting in May. The report noted points for Members to consider when making this decision.

A Member felt that four committees was too onerous and suggested merging some of the committees.

Following discussion, it was proposed, seconded and **RESOLVED** that:

1. Subject to gaining further advice to ensure the Town Council is acting lawfully, the Committee structure be reduced to three comprising:
  - i. General Purposes Committee (merging the Amenities and Environment Committees);
  - ii. Finance and Policy Committee (previously known as the Finance and Administration Committee);
  - iii. Planning Committee.
2. All three Committees to return to face-to-face meetings after the Annual Council meeting.

**190/21 TO REVIEW TOWN COUNCIL LAND HOLDINGS IN POOLE ROAD (GARDEN PLOTS 21, 23, 31 AND 33) WITH A VIEW TO RETAIN, SELL OR LEASE. TO DETERMINE HOW THE SPACE CAN BE UTILISED FOR THE BENEFIT OF THE COMMUNITY SHOULD THE LAND BE RETAINED.**

It was agreed to defer this item to a meeting following the Annual Town Council meeting due to its complicated nature.

**191/21 TO RECEIVE A REPORT ON THE RECENT INSPECTION AT UPTON CEMETERY AND OTHER CEMETERY MATTERS.**

Members were updated on the outcomes of the recent Cemetery inspection. A total of 47 grave plots were identified as being in contravention of the Cemetery Regulations. The Exclusive Right of Burial Grant Holders had been sent letters outlining the issues and respectfully requesting that the issues be addressed within 28 days of the date of the letter. A re-inspection will take place after 28 days.

Memorial safety inspections at the Cemetery had commenced by Excalibur.

CCTV options to monitor fly-tipping were currently being investigated.

**192/21 TO CONSIDER THE TOWN'S PLAY EQUIPMENT.**

A report outlining potential options and designs to replace existing equipment at Council owned play areas was noted. It was agreed to defer this item to a meeting following the Annual Town Council meeting.

**193/21 TO RECEIVE AN UPDATE ON THE TOWN'S PLATINUM JUBILEE CELEBRATIONS.**

Members noted a report which outlined the plans to mark the Queen's Platinum Jubilee which were well underway. Lytchett Minster and Upton Town Council will be marking the event by decorating the town in Jubilee themed attire leading up to the weekend of celebrations. The decorations will be displayed for a month, commencing from the week beginning 16 May.

**194/21 TO APPROVE EXPENDITURE OF £254.64 FROM UPTON TOGETHER ACCOUNT TO PURCHASE SUPPLIES FOR THE UKRAINIAN CRISIS (PURCHASES RELATING TO MARCH 22) AND TO FURTHER APPROVE EXPENDITURE OF £197.01 FROM THE UPTON TOGETHER ACCOUNT RELATING TO PURCHASES FOR THE U2G EASTER EVENT. TO RECEIVE LATEST FINANCIAL INFORMATION RELATING TO THE UPTON TOGETHER ACCOUNT.**

It was proposed, seconded and

**RESOLVED** that the following expenditure from the Upton Together account be approved:

**194/21 TO APPROVE EXPENDITURE OF £254.64 FROM UPTON TOGETHER ACCOUNT TO PURCHASE SUPPLIES FOR THE UKRAINIAN CRISIS (PURCHASES RELATING TO MARCH 22) AND TO FURTHER APPROVE EXPENDITURE OF £197.01 FROM THE UPTON TOGETHER ACCOUNT RELATING TO PURCHASES FOR THE U2G EASTER EVENT. TO RECEIVE LATEST FINANCIAL INFORMATION RELATING TO THE UPTON TOGETHER ACCOUNT. (Cont)**

1. £254.64 to purchase supplies for the Ukrainian crisis.
2. £197.01 to purchases for the Easter event.

The latest financial information relating to Upton Together was noted.

**195/21 TO RECEIVE AN UPDATE ON PLANNED MEMORIAL GARDEN WHICH WILL COMMEMORATE INDIVIDUALS WITHIN THE TOWN WHO HAVE MADE SIGNIFICANT CONTRIBUTIONS AND TO CONSIDER REQUEST FOR A COUNCIL CONTRIBUTION OF £1000 TOWARDS THE PROJECT.**

The update on the plans were noted. Cllr Griffin advised that a number of sponsors had come forward to fund the project.

It was proposed, seconded and **RESOLVED** that the Town Council contributes a total of £500 towards the cost of the project.

**196/21 TO CONSIDER THE TOWN COUNCIL TAKING ON THE UPKEEP OF THE DC HIGHWAYS LAND NEAR ALDI.**

Members had received a report which provided a summary of the recent site visit outside the Aldi store with representatives from Dorset Council's Highways team.

A number of issues were discussed at this site meeting, including the highway verge to the entrance/exit of the store which has been planted erroneously by Aldi with shrubs. It was acknowledged at the site meeting that this was an attractive space which needed to be maintained.

Following discussion, it was proposed, seconded and **RESOLVED** that the Town Council seeks a licence from Dorset Council to maintain this area.

**197/21 TO REQUEST SPEED LIMIT REDUCTION ON ALL SLIP AND ACCESS ROADS LEADING TO ALDI ROUNDABOUT TO BE REDUCED TO 30 MPH WITH ASSOCIATED SIGNAGE**

Following discussion, it was proposed, seconded and **RESOLVED** that the Town Council submits a formal request to Dorset Council for the reduction in the speed limit to 30 MPH on all slip and access roads leading to the Aldi roundabout with associated signage.

**198/21 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:**

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

**199/21 TO RECEIVE ACCOUTS FOR PAYMENT AND TO INSTRUCT MEMBERS TO SIGN CHEQUES AND AUTHORISE PAYMENTS. TO RECEIVE PAYMENTS LIST FOR APRIL 2022 UP TO DATE OF THE MEETING.**

It was proposed, seconded and **RESOLVED** that the accounts for payment as presented be approved.

**200/21 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNTIES) AND MATTERS FOR FUTURE AGENDAS.**

1. It was reported that the Upton Together Easter Hunt Quiz was a great success with over 140 participants. It was agreed that more photographs should be taken at future events for publicity.

2. Cllr Pipe reported that although the double yellow lines along Palmerston Road had impacted the school parking issues positively, he was looking into the possibility in Dorset Council introducing passing places opposite St Martins Road to prevent vehicles parking outside the house at the school drop off / pick up.

3. Cllr Sheldon advised that having recently visited the Town Council's website, there were a lot of Cookie options to go through. The office would investigate this further.

4. Cllr Starr reported that the litter retrieved from the recent Keep Upton Tidy litter pick would be picked up tomorrow.

5. Cllr Starr asked Members to think of areas around the town as part of Dorset's 20mph speed limit campaign.

**Due to the nature of the following business to be transacted under agenda item 20, the Council resolved to exclude the Press and Public, Under the Public Bodies (Admission to Meetings) Act 1960.**

**201/21 TO RECEIVE AN UPDATE ON STAFFING MATTERS**

**Confidential Minute 99/21**

**There being no further business, the Chair closed the meeting at 9.07pm.**

Chair.....

Date.....