

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **TOWN COUNCIL** was held on **TUESDAY** the **15 March 2022** in the Council Chamber, 1 Moorland Parade, Moorland Way at 7.00 p.m.

PRESENT: Councillor Mrs M Pryor in the Chair
Councillor F H Drane
Councillor J R Burns
Councillor S McKell
Councillor J Sheldon
Councillor R Griffin
Councillor A Brenton

Also in attendance: Mrs K Cane, Town Clerk
Mrs K Osborne, Deputy Town Clerk

163/21 DECLARATIONS OF INTEREST: None

164/21 APOLOGIES: Councillor M Chase (unwell)
Councillor D Wilson (personal)
Councillor W T Pipe (Dorset Council meeting)
Dorset Councillor A Starr (absent without apologies)

165/21 MINUTES: of the Town Council meeting held on the 15 February 2022 as circulated were confirmed and signed.

166/21 MINUTES: The new Deputy Town Clerk, Kate Osborne, was welcomed by the Chairperson and was invited to provide a verbal update on key projects she will be leading on including the Memorial Garden, the installation of the public drinking fountain, the Town's Platinum Jubilee celebrations and the Remembrance Parade road closure.

167/21 CLERKS REPORT:

- a. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** Cllr Burns reported that the CIO was now operational following confirmation of its formal registration with the Charity Commission. The control and management of the CIO is now the responsibility of the Trustees. The inaugural meeting of the Trustee was yet to be confirmed.

Cllr Burns explained that the Council will need to prepare a detailed strategy to transfer its responsibilities to the CIO.

Cllr Burns was formally thanked for his work to progress the CIO status.

- b. **Lytchett Minster and associated access roads to Lytchett Minster School.** No further information.

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167/21 CLERKS REPORT: (cont)

- 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.** No further update.
- e. **Minute 48/21 Flooding in Lytchett Minster and Upton.**

Cllr D Wilson was now the Town Council's flood liaison lead. Dorset Council continues to assess flood risks.

The Clerk reported that there had been positive engagement with Dorset Council with regard to the flooding issue along Poole Road outside the Co-op. Highways response to clearing the gullies and been very responsive.

Another flooding location was identified along Poole Road, approaching Upton Country Park. This would be monitored.

- f. **Minute 49/21 Request for traffic calming measures on Dorchester Road, Lytchett Minster.** No further information.
- g. **Minute 145/21 (2) Highways Issues nr Aldi.** See Agenda Item 8.
- h. **Minute 76/21 and 159/21 John Small Memorial.** See Agenda Item 10.
- i. **Minute 151/21 a) PCC** The Clerk confirmed that Dorset PCC, Dave Sidwick, had agreed to attend the next Town Council meeting on 19 April 2022.
- j. **Minute 154/21 CCTV Upton Cemetery** A site visit had taken place with a contractor and a number of options were being considered.
- k. **Minute 157/21 New Road Traffic Survey** It was reported that the order for the survey had been placed with Dorset Council.

168/21 CORRESPONDENCE:

- a) Cllr K Brooks formal resignation dated 17 February 2022 was noted. The Council was now in a position to co-opt to the vacancy.
- b) DAPTC has advised all town and parish councils of Dorset Council's consultation on its School Transport Policies for 2022-23. The deadline for comments is Sunday 3rd April 2022.
- c) The Council had received an email from a resident thanking it for closing St Martins Road to traffic during the school drop off and picks up times. This has had a positive impact on her child who is visually impaired. In the email, the resident queried the possibility in introducing a school crossing along Sea View Road between the entrance to the Recreation Ground and Seabank Close. The Clerk would make further enquiries with Dorset Council.
- d) A request has been received from Upton Infant & Junior schools to use the Recreation Ground for their joint Platinum Jubilee celebrations on 27 May 2022.

All members were in agreement to approve the request, including free use of The Grove. The Clerk would advise the school of this decision.

- e) The Clerk advised the Council of a recent DAPTC update which included details on a Working Together webinar covering two important matters being the imminent changed to the Integrated Care System and Dorset Council's new Family Hubs. Clerks and Councillors are being encouraged to take part. Details would be circulated to Members following the meeting.

169/21 ADOPTION OF COMMITTEE REPORTS: There were no committee reports to consider.

170/21 REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS/LUBA/UPTON TOGETHER/UPTON IN BLOOM:

Dorset Councillor Brenton – see report attached

Dorset Councillor Pipe – see report attached

Continued..

170/21 REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS/LUBA/UPTON TOGETHER/UPTON IN BLOOM: (cont)**Water Fountain – Cllr R Griffin**

Cllr Griffin updated Members on the public drinking fountain funded by Upton In Bloom, to be sited at The Clock Tower. Enquiries had been made to exchange the purchased water fountain with the model which includes a dog bowl at the bottom. This was subject to Upton in Bloom raising additional monies to fund the upgrade but regrettably the fountain was not in its original packaging, a condition of the exchange. This was no longer being pursued.

Final authorisation from Wessex Water is awaited in advance of installation.

Upton In Bloom – Cllr R Griffin

Cllr Griffin reported that the Horticultural Show would be taking place on 22 August 2022. The Poetry Competition would also be going ahead this year, with the final taking place on 5 July 2022.

Upton In Bloom had considered the Principles of Liaison document formalising their link with the Town Council. The document had been agreed in principle, subject to further consideration.

Upton in Bloom had been contacted by a member of the public seeking their appetite in a project to clear and improve part of the Upton Trailway. Upton in Bloom responded to the resident to explain they were unable to support this project but offered a meeting. The Town Council agreed that this would be a good heritage project with the involvement of volunteers from Swanage Railway and Dorset Council as the land owner.

Upton Together – Cllr S Mckell

Cllr McKell reported Upton Together volunteers had supported the Town's support for Ukraine campaign which had seen an overwhelming response generating a tremendous amount of donations. The co-ordinator for donations, Sarah Fudge, was congratulated on her efforts in leading the local campaign.

Upton Together will be organising a community Easter egg hunt on Sunday 17th April at The Grove. This will be a joint initiative between the Upton Together volunteers and the Scouts and Army Cadets as part of their Duke of Edinburgh Award. It was noted that the purchase of the Easter eggs would be made by Upton Together.

The Town Clerk and Deputy Town Clerk would liaise with Cllr McKell regarding the arrangements for the Easter egg hunt.

171/21 TO DISCUSS HIGHWAYS ISSUES IN PREPARATION FOR THE SITE VISIT WITH DORSET COUNCIL REGARDING BLANDFORD ROAD NORTH

The Clerk had been in contact with Neil Turner of Dorset Council's Highways Team and suggested a site meeting on 25 March 2022 to progress this issue. To date a response had not been received. Cllr Breton agreed to make contact with Mr Turner to make further enquiries regarding the site meeting and the independent road safety audit.

172/21 TO RECEIVE A REPORT FROM THE OUTSOURCING SUB-COMMITTEE SET UP TO REVIEW THE FUTURE ARRANGEMENTS FOR THE OUTSIDE OPERATIONS OF THE TOWN AND TO CONSIDER THE RECOMMENDATIONS THEREIN.

Members received a report outlining the findings of the sub-committee.

After discussion it was proposed, seconded and

RESOLVED to

- a) approve the recommendation to outsource an element of the Town's grounds maintenance to BCP as per the specification and costs outlined in quotation 2;
- b) approve the Groundsman's responsibilities;
- c) Instruct Excalibur to undertake memorial safety testing at the cemetery, as per the quotation.

173/21 TO RECEIVE AN UPDATE ON THE PLANNED MEMORIAL GARDEN WHICH WILL COMMEMORATE INDIVIDUALS WITHIN THE TOWN WHO HAVE MADE SIGNIFICANT CONTRIBUTIONS

Cllr Griffin provided an update on the plans for the memorial garden outside the Gablehurst Flats to commemorate those who served the community of Upton and Lytchett Minster. The plans incorporate the installation of 2 metal stanchions either side of the tower planter. Each stanchion will support a plate which can hold up to 9 memorial plaques. Each plaque will be dedicated to a deceased individual who made a significant contribution to the community of Upton and Lytchett Minster and had lived in the town for 10 years or over. Names put forward included John Small, June Richards, Brian Cooper, Barbara Evans and Charles Hancock. As part of the publicity, residents should be asked to put forward names.

It was also proposed that a memorial cherry tree be planted at the Blandford Road side of the garden, subject to a survey by a local nursery on the suitability of the site.

Relatives of those commemorated would be invited to the launch.

Cllr Griffin advised that Tappers Funeral Service had agreed in principle to sponsor the memorial garden.

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173/21 TO RECEIVE AN UPDATE ON THE PLANNED MEMORIAL GARDEN WHICH WILL COMMEMORATE INDIVIDUALS WITHIN THE TOWN WHO HAVE MADE SIGNIFICANT CONTRIBUTIONS. (cont)

It was proposed, seconded and

RESOLVED to approve the proposals for the memorial garden, subject to sponsorship funding from Tappers Funeral Service.

174/21 TO DISCUSS THE TOWN'S PLAY EQUIPMENT

The Clerk highlighted that the Council owned play areas were now over 20 years old and recommended that a 5-year strategy be put in place to replace the equipment. Funding options also needed to be explored.

The Clerk encouraged Members to visit the play area to see the existing condition of the equipment for themselves.

Cllr Griffin believed it was important for a particular Member to take the lead on this as a Champion for the project. Nominations for a Member Champion were not forthcoming.

It was agreed that this would be added to the agenda for the next meeting. In the meantime, Members would give the matter further consideration.

As part of these discussions the office were requested to look into Town Council badges and lanyards for Members to wear while on Council business so that they are identifiable by the public.

175/21 TO RECEIVE DETAILS OF THE TOWN COUNCIL ANNUAL ASSEMBLY FOR 2022

The Clerk advised that the Town Annual Assembly would take place on Wednesday 25 May 2022, from 7pm at St Dunstan's Church Lounge.

A suggested agenda was considered by Members and it was agreed that it would be brought back to the next Town Council meeting for final approval.

176/21 TO CONSIDER A CONTRIBUTION OF £500 TOWARDS ENHANCING THE PROPOSED WATER FOUNTAIN TO INCORPORATE A DOG DRINKING FACILITY.

This item was superseded by Agenda Item 7 (Minute 170/21: REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS/LUBA/UPTON TOGETHER/UPTON IN BLOOM

177/21 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.

178/21 TO RECEIVE ACCOUTS FOR PAYMENT AND TO INSTRUCT MEMBERS TO SIGN CHEQUES AND AUTHORISE PAYMENTS. TO RECEIVE PAYMENTS LIST FOR MARCH 2022 UP TO DATE OF THE MEETING.

It was proposed, seconded and

RESOLVED that the accounts for payment as presented be approved.

179/21 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS.

1. The Clerk was delighted to report that Natural England had confirmed its support of the declaration of Lytchett Bay View as a Local Nature Reserve. The next step would be for the Town Council to make the necessary arrangements for the formal declaration of the reserve which can include an event to celebrate the declaration.

2. Cllr Drane queried if there were any facilities in the Town that could be offered up to Ukrainian refugees that may require accommodation locally. Council agreed that the national Homes For Ukraine scheme was the most appropriate option.

There being no further business, the Chair closed the meeting at 8.43 pm.

Chair.....
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Date.....
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