

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **FINANCE & ADMINISTRATION COMMITTEE** was held on **WEDNESDAY 6 July 2022** which commenced at 7.00pm.

PRESENT: Councillor Mrs M Pryor (in the Chair)
Councillor M Chase
Councillor F H Drane
Councillor J R Burns

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

88/22 DECLARATIONS OF INTEREST AND APOLOGIES FOR ABSENCE:

There were no declarations of interest and apologies for absence from Councillors.

89/22 TO ELECT A VICE CHAIR OF FINANCE AND ADMINISTRATION:

It was **PROPOSED, SECONDED** and **RECOMMENDED** that Cllr Chase be appointed as Vice-Chair to the Finance and Administration Committee.

90/22 CLERKS REPORT:

None.

91/22 CORRESPONDENCE:

None.

92/22 TO REVIEW F&A FORWARD PLAN:

This document was discussed and amended, and a revised version is included as an Appendix to these minutes.

93/22 TO PROVIDE AN UPDATE ON THE TRANSFER OF THE GROVE/RECREATION GROUND TO THE GROVE CIO:

Cllr Burns and the Clerk gave an overview of the historical and current situation. After a long discussion, it was **PROPOSED, SECONDED** and **RECOMMENDED** to:

1. Write immediately to the Chair of the Turbary Trust to advise the Town Council has established from its solicitors that they (Russell-Cooke) would be willing to act for the Trust in preparing a new lease. Options and costs have been established which the Turbary will be asked to consider. Ultimately the Trust will need to decide whether it wishes to take this route or to engage its own solicitor to deal with this matter. It will be stressed that the matter is urgent as time is running out on the current lease between Turbary and the Town Council. The Trust will be reminded the Council will continue to support where possible, and has committed to assist the Trust with the legal cost of lease preparation up to a maximum of £2,250 – however ultimately it is for the Trust to engage a legal representative to act for them in preparation of this new lease between the Trust and the CIO.

Continued...

93/22 TO PROVIDE AN UPDATE ON THE TRANSFER OF THE GROVE/RECREATION GROUND TO THE GROVE CIO: (cont.)

2. Write immediately to the CIO to request that they meet to discuss whether or not they will require a Service Level Agreement with the Town Council regarding the management of the Recreation Ground and associated facilities. Should this be the case, then a formal request will need to come from the CIO to Council, where this request will be presented to members for consideration.

94/22 TO RECEIVE FINANCIAL SUMMARY OF ACCOUNTS:

After review, it was **PROPOSED, SECONDED** and **RECOMMENDED** that the financial summary of accounts be accepted.

95/22 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS:

Cllr Chase requested that the system for document reference for Members Area documents be amended to reflect the document content, rather than the current cross-referenced numbering system to the agenda. This will be actioned by the Officers.

Cllr Chase requested that Officers determine land ownership regarding land near to the BT Exchange. It was reported that Land Registry hold no data on this, and local landowners have previously been contacted to see if is in their tenure, which has proved negative. A notice will be placed on the land asking the landowner to come forward.

At this juncture a vote was taken to resolve to exclude the Press and Public, under the Public Bodies (Admission to Meetings) Act 1960 as the nature of the business to be transacted was related to staffing, and this minute will be recorded as confidential.

CONFIDENTIAL MINUTE

96/22

**There being no further business, the Chair closed the meeting at 8.38
pm.**

Chair.....

Date.....