

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **TOWN COUNCIL** was held on **WEDNESDAY** the **28 SEPTEMBER 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 R Burns
- Councillor S McKell
- Councillor D Wilson
- Councillor J Sheldon
- Councillor R Griffin
- Councillor P Thompson
- Councillor D White

Also in attendance:

- Mrs K Cane, Town Clerk
- Mrs K Osborne, Deputy Clerk
- Dorset Councillor A Starr

On behalf of the Town Council, the Mayor noted her sadness of the recent passing of Her Majesty Queen Elizabeth II.

142/22 DECLARATIONS OF INTEREST AND APOLOGIES FOR ABSENCE:

There were no declarations of interest received. Apologies for absence were received from:

- Councillor M Chase (unwell)
- Councillor W T Pipe (work commitment)
- Councillor K Austin (family commitments)
- Dorset Councillor Mrs A Brenton (attendance at another meeting)

143/22 MINUTES: of the Town Council meeting held on the 19 July 2022 as circulated were confirmed and signed.

144/22 CLERKS REPORT:

- a. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** See agenda item No 9.
- 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** A quotation will be included on the next Environment Agenda.

e. Minute 48/21 Flooding in Lytchett Minster and Upton.

A meeting to be rescheduled with Dorset Council regarding issues in Lytchett Minster.

f. Minute 14/22 To establish a working party to undertake a review of council governance structure, committees and associated terms of reference. A further meeting is to be schedule in early October.

g. Minute 116/22 Impact of Upton Country Park on Upton: As Cllr Pipe was not in attendance, a report on his discussions with BCP will be received at the October Town Council meeting.

145/22 CORRESPONDENCE:

- a. East Dorset CAB Quarterly Report was received and noted.
- b. Stakeholder letters from Police & Crime Commissioner David Sidwick were received and noted.

146/22 TO APPROVE MINUTES FROM COMMITTEES AND ASSOCIATED RECOMMENDATIONS:

There were no recommendations to approve.

147/22 TO APPROVE CLLR R GRFFIN'S MEMBERSHIP TO THE AMENITIES COMMITTEE

It was **PROPOSED, SECONDED AND RESOLVED** to approve Cllr Griffin's request to serve on the Amenities Committee with immediate effect.

148/22 REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS/LUBA/UPTON TOGETHER/UPTON IN BLOOM):

Dorset Councillor Brenton – see report attached

Dorset Councillor Pipe – no update received.

Cllr Griffin reported on the success of Upton in Bloom in the South and South East in Bloom, with Upton Cemetery, Lytchett Bay View and Upton Woods receiving the Gold award. In addition to this the Town received a Gold award, plus also best Town in its category. Members offered their congratulations to the Upton in Bloom team for their success, and to all the staff at the Town Council for a successful working partnership. It was agreed that Upton in Bloom representatives would be invited to the next Town Council meeting to be presented with a Mayoral Award in recognition of their services.

Cllr Griffin also reported on the forthcoming Upton in Bloom AGM and Celebration Evening, to which all are invited. This is to be held on 13

October 2022. Details had been previously circulated to members via email.

Cllr Griffin also gave a brief update on the water drinking fountain, which will be operational from November, subject to water testing trials by Wessex Water. A family member of the late June Richards, who initiated the project, will be invited to formally 'open' this new town amenity.

Cllr McKell reported that Upton Together has been working to support the vaccination programme once again at the Ferry Port. This has proved busy. Requests have gone out for new volunteers to support the work of this group, who continue to help the community with shopping, prescriptions and signposting.

149/22 TO REVIEW LAND HOLDING AT 21, 23, 31 AND 33 POOLE ROAD

Members revisited their position relating to the 4 plots of land owned by the Town Council in respect of retaining, leasing or selling them. As part of this consideration, members reviewed the history behind these pieces of land and the options previously considered. The Town Council discussed the issue around selling the land which could potentially release the land for development since all previous planning restrictions relating to this land had been lifted.

It was proposed, seconded and

RESOLVED that an independent valuation of the above properties be obtained and brought to the next Town Council meeting.

150/22 TO CONSIDER A PROPOSAL FROM THE CHAIR OF THE TURBARY ALLOTMENT TRUST IN RELATION TO THE LEASE OF THE RECREATION GROUND

After discussion and consideration the Town Council **PROPOSED, SECONDED AND RESOLVED** not to accept the proposal by the Chair of the Trust under his designated powers to set up a new lease with the Town Council and by-pass the CIO, until things are more settled. The Trust to be advised of the Council's disappointment and to make it clear that should the lease between the Turbary Trust and Town Council expire by June 2023 with no other lease in place with the CIO or another organisation, then it will be the responsibility of the Trust to manage the site and its operation.

151/22 TO RECEIVE THE EXTERNAL AUDITOR'S REPORT FOR 21/22

It was **PROPOSED, SECONDED AND RESOLVED** to accept the external auditor's report for 21/22.

152/22 TO CONSIDER THE FOLLOWING MOTION FROM CLLR SHELDON:

'That this Council produce a Remembrance Day Policy covering the involvement in this yearly event and the guidelines to be followed supporting Road Traffic Management. That a Service Level Agreement is produced for the British Legion Branch each year outlining the support to be given'.

A discussion was held with reference to the latest information on supporting the RBL event. The Town Clerk explained that:

- No CSAS marshals could be hired after extensive searching.
- The cost of training volunteers to be CSAS accredited was uneconomic.
- The only available option was for Town Council staff members to become trained as CSAS officers. This is offered free by Dorset Police, and requires all 7 staff members to give up their time, and to complete detailed vetting by Dorset Police. A training course, and exam would need to be taken to become qualified. The staff had agreed to undertake this. It was noted however that this option offered no contingency for staff sickness etc as each road closure point required a marshal. There was a level of concern regarding whether it would be appropriate for staff to do this, despite being willing.
- The RBL guidance and advice notes that a parade is not integral to remembrance, and that some communities would not be able to deliver the parade element of remembrance any more, and should be encouraged to join in with larger parades in bigger communities.

After a lengthy debate and discussion it was **PROPOSED, SECONDED AND RESOLVED** not to continue with the organisation of the road closure and thus the parade. Alternative options to commemorate Remembrance Day to be investigated with the local RBL branch. The Council concluded that it fully supports and recognises the importance of Remembrance to the community; however due to safety and financial issues, and the nature of the parade route on the local highway it is not possible to support a parade in the way it has been done in the past.

153/33 TO CONSIDER THE FOLLOWING MOTION FROM CLLR THOMPSON:

‘That a Sub-Committee be set up to scrutinise and update the current version of the Lytchett Minster and Upton Forward Plan 2018-2023 which was previously updated August 2021 and present to the Full Council at the earliest opportunity’.

Cllr Thompson withdrew the motion.

154/22 TO CONSIDER THE FOLLOWING MOTION FROM CLLR THOMPSON:

‘To record and/or live stream Council meetings’.

It was agreed to defer the motion to the next Town Council meeting.

155/22 TO RECEIVE AND APPROVE AN UPDATED VERSION OF THE ABSENCE MANAGEMENT POLICY

An updated version of the policy was considered by members who were advised that Section 8 relating to the ‘Attendance Hearing’ had been amended to stipulate that a Hearing Panel should comprise of three members of the Town Council instead of three members of the

Personnel Committee. This would ensure the wider availability of members to join the panel.

It was **PROPOSED, SECONDED AND RESOLVED** to accept the amendment to Section 8 of the Absence Management Policy.

156/22 TO CONSIDER INCREASING THE HIRE FEES AT THE GROVE FROM 1 OCTOBER 22.

In order to mitigate against the impending increase in fuel costs, it was recommended that the hire fees at the Grove be increased by 10%.

It was **PROPOSED, SECONDED AND RESOLVED** that the hire feed at The Grove be increased by 10% from 1 October 2022 and all users be informed.

157/22 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.

158/22 TO APPROVE ACCOUTS FOR PAYMENT FOR SEPTEMBER 2022 UP TO DAY OF MEETING AND A FULL AUGUST 2022 PAYMENT LIST:

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

159/22 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNTIES) AND MATTERS FOR FUTURE AGENDAS.

1. Death of Queen Elizabeth II – the Town Clerk thanked staff for all their support in marking this sad event, and to Cllr McKell and his wife for their support.
2. Members were reminded that it would be Head Groundsman Gary Kellaway's last on Friday, 30 September, before his retirement. A farewell event would be taking place in the Council Chamber that morning.
3. The next phase in Dorset Council's library review, 'Let's Talk Libraries' commences this week and a webinar explaining phase 2 will be held this Thursday for those members who wish to attend.
4. Cllr Wilson noted that the new white lines through Lytchett Minster work well and have been appreciated by the residents. It was also good to see the return of the SID in Lytchett Minster.
5. The flooding issue at Post Green Road has made no further progress.

There being no further business, the Chair closed the meeting at 8.54pm

Chair.....

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Date.....

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