

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **TOWN COUNCIL** was held on **TUESDAY 17 JANUARY 2023** in the Council Chamber, 1 Moorland Parade, Moorland Way at 7.00 p.m.

PRESENT:

- Councillor Mrs M Pryor in the Chair
- Councillor R Burns
- Councillor S McKell
- Councillor D Wilson
- Councillor J Sheldon
- Councillor R Griffin
- Councillor P Thompson
- Councillor D White
- Councillor K Austin
- Councillor W T Pipe
- Councillor C Evans (from minute no 265/23)

Also in attendance:

- Mrs K Cane, Town Clerk
- Mrs K Osborne, Deputy Clerk
- Mr Paul Merifield, Outside Operations Manager
- Dorset Councillor Mrs A Brenton

261/23 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 F H Drane (unwell)
- Councillor C Squires (study)
- Dorset Councillor A Starr (family illness)

262/23 MINUTES: of the Town Council meeting held on the 15 November 2022 as circulated were confirmed and signed.

263/23 CLERKS REPORT:

- a. **Minute 123/18 & 150/22 To discuss the renewal of the lease of the Recreation Ground.** Officers have reached out to Dorset Community Action (DCA) for advice on the agreement between the CIO and Town Council. DCA has agreed to provide training to CIO trustees on the role of trustees. They will also be able to provide assistance with the SLA between the CIO and Town Council. Officers met with the CIO this evening and advised trustees on the state of disrepair of The Grove building. The CIO chairman advised that the lease between the CIO and Turbary Trust has yet to be finalised.

264/23 CORRESPONDENCE:

Correspondence received and noted by members. Members asked that a letter be sent to the retiring Chief Constable Chilton thanking him for his service and wishing him well for the future.

265/23 TO CO-OPT TO THE TOWN COUNCIL.

It was proposed, seconded and **RESOLVED** that Mr Clive Evans be co-opted to the Town Council and he signed his Declaration of Acceptance Offer and formally joined the meeting. Cllr Evans will serve on the Environment and Planning committees. Cllr Pipe agreed to support Cllr Evans as a 'buddy councillor' as part of his induction.

266/23 TO APPROVE AND SIGN THE ALLOTMENT MANAGEMENT AGREEMENT 2023-2026 WITH UPTON AND LYTCHETT MINSTER ALLOTMENT ASSOCIATION.

It was proposed, seconded and **RESOLVED** to approve and sign the allotment management agreement 23-26. This was signed by the Chair and Cllr Burns in the absence of Cllr Chase (Deputy Mayor) and witnessed by the Town Clerk. Members also requested that governance/constitutional documents and allotment rental rates be supplied by ULMAA to the Town Council.

267/23 TO RECEIVE COMMITTEE MINUTES AND RESOLVE RECOMMENDATIONS:

- a) The report of the Environment Committee held on 22 November 2022 as circulated was confirmed, adopted and signed.

It was **RESOLVED** to approve 239/22 Approval of siting of SID poles.

Cllr Griffin provided an update on this resolution. Dorset Council had subsequently advised that when on site there were too many underground utilities to position the SID pole and will therefore have to remain in its site near the farm entrance on Poole Road. Dorset Council is to trial a protective perspex sheet over the display unit to address the anti-social damage that caused the initial damage and instigated the move to a new position.

It was **RESOLVED** to approve 240/22 Approval of purchase of planters for town centre.

Cllr Griffin also shared a national newspaper article on the success of a 20 mph speed limit and advised that this matter will be further discussed at the next Environment Committee meeting.

- b) The report of the Amenities Committee held on 6 December 2022 as circulated was confirmed, adopted and signed.

It was **RESOLVED** to approve 249/22 Approval of Allotment Agreement with ULMAA.

268/23 TO CONSIDER FEES FOR 2023/24.

It was proposed, seconded and **RESOLVED** to increase fees by 3% with effect from 1 April 2023.

269/23 TO RECEIVE CONDITION REPORT ON THE GROVE AND THE PAVILION AND ASSOCIATED OUTSIDE SITES.

This report was received, discussed and noted. Cllr Burns thanked the Clerk for the quality of the report, which was echoed by the remainder of the Council.

270/23 TO CONSIDER BUDGETS FOR 2023/24:

Several options were considered by members and it was **PROPOSED, SECONDED AND RESOLVED** to set the budgets as per attached (OPTION B2). The total budget requirement for 2023/204 is £445,637.

This option means a 6.13% increase in Council Tax for Band D residents, which is a monthly increase of £9.76. This resolution also takes £100,000 from Town Council reserves to undertake and address the issues contained in the Grove Condition Report (Minute No 269/23).

The Turbary Trust has been asked to consider providing funding to support the Town Council in repairs relating to The Grove, as well as providing a copy of their survey undertaken in 2017.

271/23 TO SET PRECEPT FOR 2023/24.

It was **PROPOSED, SECONDED AND RESOLVED** to set the precept for 2023/24 at £345,637.

272/23 TO CONSIDER A MOTION SUBMITTED BY CLLR R BURNS:

'That Council, as empowered by subsections (1) and (2) of section 85 of the Local Government Act 1972, resolves to recognise that the failure of attendance of Cllr Martyn Chase since 16 August 2022 was due to reasons of ill-health and that that recognition will continue until such time as Cllr Chase is able to resume his attendance'.

An amendment to this motion by Cllr J Sheldon was accepted by Cllr Burns so that the motion read:

'That Council, as empowered by subsections (1) and (2) of section 85 of the Local Government Act 1972, resolves to recognise that the failure of attendance at meetings of Cllr Martyn Chase since 16 August 2022 was due to reasons of ill-health and that that recognition will continue until such time as Cllr Chase is able to resume his attendance.

It was **PROPOSED, SECONDED AND RESOLVED** to accept this resolution.

Further the Town Council members and officers expressed their good wishes to Cllr Chase for better health in 2023/24 and look forward to him returning to his role as an elected member to continue to serve the community of Lytchett Minster and Upton.

273/22 REPRESENTATIVES REPORTS (INCLUDING DORSET COUNCIL MEMBERS / LUBCA / UPTON TOGETHER/ UPTON IN BLOOM):

Dorset Councillor Brenton: see report attached

Dorset Councillor Pipe: see report attached.

Upton Together – it was reported that there has been an increase in prescription collection service over the festive period, and has often received prescriptions direct from the surgery.

A request from a family about to be made homeless through no fault of their own, and re-housed in temporary caravan accommodation in Swanage was received. This family has four children attending local schools, and this move was logistically difficult in respect of education, and also storage of the family's belongings. The Upton Together team approved a grant of £300 to this family who were exceptionally grateful and impressed with the speed of response.

Upton in Bloom – it was noted that the flowerbeds had suffered due to the recent hostile weather condition. Remedial works on the most effected flower beds had taken place with the assistance of BCP Council. Going forward, a more individual approach will be taken to flower beds, and focus on sustainability will be a higher priority. This will be discussed with the Upton in Bloom Group.

It was also reported that significant damage has been done to the Clocktower site by SSEN as part of their urgent works around Upton Cross. Dorset Council technical officers have been on site at the Town Council's request to look at the issue, and to ensure that SSEN had not acted outside of their permit. We have been advised that SSEN will reinstate the site to its former condition within six months.

274/23 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.

275/23 TO APPROVE ACCOUNTS FOR PAYMENT FOR JANUARY 2023 UP TO DAY OF MEETING, AND A FULL NOVEMBER – DECEMBER 22 PAYMENT LIST.

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

276/23 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS.

1. The Deputy Clerk provided an update on the successful Christmas event, which saw around 300 people enjoy Upton Junior School Choir, Citrus Singers and Jamie Jigsaw. Thanks was extended to all volunteers, and most especially to the Deputy Clerk for heading up the organisation of this, and Cllr McKell for his role as Father Christmas. Public feedback was very positive with lots of requests for further community events.
2. Members are asked to consider how the Town Council wants to celebrate the King's Coronation, which will be formally discussed at the next Amenities Committee meeting. Any members not serving on the Amenities Committee are asked to put forward their suggestions.
3. Cllr Thompson queried the use of the free 'dog walkers' car park. Cllr Pipe advised that despite being in the Dorset Council area, it was operated under agreement by BCP/Upton Country Park, and Dorset Council insisted under this agreement there were not fees to be charged.

Democratic Session

A member of the public requested a reduction in speed along Slough Lane, an update on resurfacing in Beacon Park and blocked drains. The Clerk advised that these matters would be referred to the future Highways Meeting for discussion and consideration with Dorset Council officers. Blocked drains/gullies can be reported to the Town Council Officer who will request action from Dorset Council.

It was **RESOLVED** due to the nature of the following business to be transacted under Agenda Item 17 to exclude the Press and Public, under the Public Bodies (Admission to Meetings) Act 1960.

277/23 To discuss staffing issues

Members considered the staffing report and proposed, seconded and **RESOLVED** to approve the recommendations in the report.

Thanks were given to Mr Paul Merifield (Outside Operations Manager) for working in somewhat difficult conditions and for his endeavours to date working without having a formal handover, and trying to address a variety of challenges on his own.

Congratulations were also offered to Mrs Kate Osborne (Deputy Town Clerk) on reaching her first year of working for the Town Council. Her work has been exemplary, and she is now focused on achieving her professional clerks qualification CILCA.

Members offered thanks to all of the leadership team in their effort and professionalism in running the town to a high standard.

There being no further business, the Chair closed the meeting at 8.10pm

Chair.....

Date.....