

LYTCHETT MINSTER & UPTON TOWN COUNCIL

Minutes of the **TOWN COUNCIL** meeting held on **TUESDAY** the **20 February 2024** in the Council Chamber, 1 Moorland Parade, Moorland Way at 6.30p.m.

PRESENT:

- Councillor R Griffin (Chair)
- Councillors S McKell (Vice-Chair)
- Councillor M Pryor
- Councillor F H Drane
- Councillor J R Burns
- Councillor J Sheldon
- Councillor W T Pipe
- Councillor D White
- Councillor C Squires
- Councillor C Evans
- Councillor S Gabriel

Also in attendance: Councillor A Starr (Dorset Council)
Mrs S Samways, Administration Officer

392/23 PUBLIC PARTICIPATION

There were no members of the public present.

393/23 DECLARATIONS OF INTEREST

There were no Declarations of Interest received.

394/23 APOLOGIES FOR ABSENCE

Member apologies for absence were received from:
Councillor F H Drane (non-business)
Councillor D Wilson (non-business)
Councillor A Brenton (Dorset Council) (non-business)

Non-member apologies for absence were received from:
Mrs K Cane, Town Clerk (non-business)
Mrs K Osborne, Deputy Town Clerk (non-business)

395/23 MINUTES:

It was **PROPOSED, SECONDED** and **RESOLVED UNANIMOUSLY** that the minutes of the Town Council meeting held on the 16 January 2024 be approved as a correct record and signed.

396/23 CLERKS & OUTSIDE OPERATIONS REPORT:

- a. **Minute 123/18 & 150/22 11 & 62/23 Grove Lease:** We are waiting to be presented with a lease from the Turbary Trust.
- b. **Minute 113/23 Updating of Honours Board:** This is in hand.
- c. **Minute 114/23 Procurement of Honours Board re Freeman/Freewomen:** This is in hand, as is the one to record Town Clerks. The visit to the Dorset History Centre (and at that same time, to search archived material to glean historic information on previous Clerks) had to be postponed due to staff absence, but will be re-scheduled.

- d. **Minute 180/23 Heritage Trail:** A funding application has been submitted to the Heritage Lottery Funding, the school is underway with the design, and the meeting was held on Tuesday 10 January at 6 pm.

The Outside Operations report was noted. Cllr McKell reported the next tranche of trees to be planted is under way, with a new Grant Scheme (to supply the trees) identified to apply to. The central grassed area of the cemetery is a potential location for tree planting.

397/23 CORRESPONDENCE:

- a) The Citizens Advice in East Dorset and Purbeck February 2024 Quarterly Newsletter was made available to the Members; it was noted the weekly drop-in sessions at the Town Council Offices continue to be well attended.

398/23 TO RECEIVE COMMITTEE MINUTES AND RESOLVE RECOMMENDATIONS:

Environment & Planning Committee – 23 January 2023

366/23: TO RECEIVE UPDATE ON 20MPH IN SANDY LANE AND ASSOCIATED ROADS.

It was **PROPOSED, SECONDED** and **RESOLVED** (with 1 vote against) to begin this process of consultation, to be taken to the next Dorset Road Safety Team meeting in June 2024

374/23 TO DISCUSS NEW BUILDS IN LYTCHETT MINSTER AND UPTON – GUIDELINES AND CLIMATE.

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously to adopt the proposed guidelines and submit a copy to Dorset Council Planning.

Amenities Committee – 6 February 2023

384/23 TO RECEIVE AN UPDATE ON THE REFURBISHMENT OF THE PAVILION OUTSIDE PUBLIC TOILETS AND TO CONSIDER 'TWINNING' OF THE NEW TOILETS:

It was proposed seconded and **RESOLVED** unanimously for the new public toilets at the recreation ground to be twinned with toilets in Mozambique. This will be funded from the Mayors Fund.

385/23 TO CONSIDER PROVIDING A COMMUNITY DEFIBRILLATOR AT THE RECREATION GROUND:

It was proposed seconded and **RESOLVED** unanimously to provide a community defibrillator at the recreation ground.

388/23 TO CONSIDER REVISED ALLOTMENT TENANCY AGREEMENT FOLLOWING FEEDBACK FROM ULMAA:

After consideration of the final version of the Allotment Tenancy Agreement, it was proposed, seconded and **RESOLVED** unanimously to accept this.

399/23 TO RECEIVE INFORMATION ON THE LOCAL TRANSPORT PLAN AND ASSOCIATED SURVEY:

All Councillors were encouraged to complete the survey. Cllr White expressed concern the language used in the survey is not plain English, with the use of jargon and buzz-phrases making it less accessible to all residents; Cllr White to compose a response to the Survey Team to express this, which the Office will forward to Dorset Council.

400/23 TO APPOINT CLLR ROBINSON TO THE AMENITIES COMMITTEE:

It was proposed seconded and **RESOLVED** unanimously that Cllr Robinson serves on the Amenities Committee.

401/23 TO CONSIDER A NOMINEE TO ATTEND THE BUCKINGHAM PALACE GARDEN PARTY 2024:

Cllr Pipe nominated Cllr Pryor, an application detailing Cllr Pryor's long service record (endorsed by Cllr Griffin) will be submitted via DAPTC.

402/23 TO CONSIDER HOLDING 'THE UPTON GREAT EASTER EGG HUNT' 2024 ON SUNDAY 31 MARCH 2024 AT A COST OF £250:

Cllr McKell reported arrangements are in place, similar to previous years. All Councillors are invited to attend and help between 10am and 12 noon. It was proposed, seconded and **RESOLVED** unanimously to meet the cost of £250.

403/23 TO RENEW THE TRUSTEESHIP OF MR R SEQUEIRA ON THE TURBARY ALLOTMENT TRUST FOR A FURTHER FOUR YEARS:

Cllr Pryor will discuss this Town Council nominated position with Mr SeQueira before any decision is made.

404/23 TO CONFIRM THE CHRISTMAS 2024 EVENT DATE:

It was proposed, seconded and **RESOLVED** unanimously to book the Church and Church Lounge for Thursday 19 December 2024 for this event.

405/23 TO SET A DATE FOR THE ANNUAL ASSEMBLY AND DECIDE ON A GUEST SPEAKER:

It was agreed to book the Church and Church Lounge for Thursday 23 May 2024 for this event. A Guest Speaker re: defibrillators will be contacted.

406/23 TO CONSIDER FLOODING AFFECTING LYTCHETT MINSTER:

Cllrs Pipe and McKell will meet the landowner (Lees Estate) to discuss on Thursday 22 February 2024.

407/23 REPRESENTATIVES REPORTS (MAYORAL/DORSET COUNCIL MEMBERS/LUBCA/UPTON TOGETHER/UPTON IN BLOOM ETC.):

Mayor - A report from the Mayor was circulated; Cllr White corrected the cheque donation re: Memory Garden was presented to Upton Infants School.

Cllr Griffin updated his report; his response to an article by Dorset Councillor Beddow in The Purbeck Gazette, encouraging residents to consider becoming a local councilor, was published, and he received a personal reply from Cllr Beddow.

Dorset Councillor Pipe – see report attached.

Dorset Councillors Brenton and Starr – see report attached.

Dorset Councillor Starr attended a meeting promoting enterprises in small towns, with Bridport as the example. It was commented that Upton is very different, both geographically and economically to Bridport.

Upton Together: The group continues to support the community by delivering prescriptions. Cllr McKell reported the popular and successful Great Easter Egg Hunt will be held again on Easter Sunday (31 March 2024), at Upton Recreation Ground between 10am and 12 noon. All Councillors are invited to come along and help.

Cllr McKell also updated Upton Together are progressing the opening of their own bank account.

Upton In Bloom: UiB are planning a Dementia Friendly garden at Upton Manor Care Home. The Lavender Walk bed at the rear of the Clock Tower, maintained by UiB, will be dedicated to the memory of the late Martyn Chase.

408/23 TO RECEIVE ANY UPDATES TO THE RISK REGISTER:

There were no updates reported.

409/23 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:

This was reviewed by the Council and it was **PROPOSED, SECONDED** and **RESOLVED UNANIMOUSLY** that the financial summary of accounts be approved.

410/23 TO APPROVE ACCOUNTS FOR PAYMENT FOR FEBRUARY 2024 UP TO DAY OF MEETING, AND A FULL JANUARY 2024 PAYMENTS LIST:

It was **PROPOSED, SECONDED** and **RESOLVED UNANIMOUSLY** that the accounts for payment as presented be approved.

411/23 TO RECEIVE AND APPROVE THE BANK RECONCILIATIONS FOR ALL COUNCIL ACCOUNTS:

It was **PROPOSED, SECONDED** and **RESOLVED UNANIMOUSLY** that the bank reconciliations for all Council accounts (with the exception of Upton Together which is still awaiting reconciliation) up to 31 January 2024 as presented be approved.

**412/23 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES)
AND MATTERS FOR FUTURE AGENDAS:**

1. Cllr Burns raised the issue of Lytchett Minster and Upton being ‘on the edge’ of the Dorset Council boundary, neighbouring Hamworthy, also ‘on the edge’ of the BCP boundary. Attempts to liaise with Hamworthy Councillors regarding shared issues, has not previously been successful. The three Councillors serving Hamworthy ward; Cllr Julie Bagwell, Cllr Brian Hitchcock and Cllr Peter Cooper, will be contacted proposing a meeting with LMUTC to discuss shared issues and concerns, with a view to working jointly to resolve concerns. (eg: ASB, fly tipping etc)
2. Cllr Squires reported the £16k grant application re: Redwood Road Play Park renovation, to the Dorset Council Capital Leverage fund was unsuccessful. He will continue to explore other funding avenues. Cllr White reminded members of Cllr Gabriel’s role as Funding Champion and the importance of ensuring unified information on all LMUTC applications.
3. Community Picnic: Cllr Griffin updated members on progress for Saturday 8 June 2024 1pm to 5pm on Upton Rec. Singers, ‘The Land Army Girls’ and ‘Heather Williams’, an Inflatable Assault Course, Coffee Kart and Tractor have all confirmed. Children’s Fancy dress competition will be 1940’s themed. Face Painting, Ice cream van/s, Fish & Chip van, Fire engine, Police Vehicles, Urban Bike Display, and ‘Krazy Kev’ children’s entertainer have all to confirm. Other possibilities are Cadets Marching Band, Church musicians, Ukele band, LM school musicians, classic vehicles. Cllr Pipe will liaise with Royal Signals Blandford and Royal Marines, Hamworthy regarding a WWII military presence. First Aid provision will be confirmed. Cllr Griffin asked all Councillors to support this event with any help – as the Officers of the Council may not be present on the day.
4. A letter from a resident neighbouring Upton Recreation Ground wrote to report assorted ASB issues (vehicles ‘do-nutting’ in the car park, smashed alcohol bottles, evidence of drug use, general noise and disturbance etc) suggesting a Public Spaces Protection Order be applied for. This will be included as an item on the Agenda of the next Amenities meeting on 12 March 2024.

There being no further business, the Chair closed the meeting at 8.00pm

Chair.....

Date.....