

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **FINANCE & ADMINISTRATION** Committee was held on **TUESDAY 29 MAY 2018** and commenced at 7.00 p.m.

PRESENT: Councillor Mrs M Pryor in the Chair
Councillor J C Small
Councillor P F Johns
Councillor R Burns
Councillor M Chase

Also in attendance: Mrs K Wright, Town Clerk
Mrs B Lake, Office Manager

32/18 APOLOGIES:
Councillor Mrs J M Richards (holiday)
Councillor R Griffin (personal)
Councillor F H Drane (personal)

33/18 DECLARATIONS OF INTEREST:
None.

34/18 CLERK'S REPORT:

- a. **Minute 205/17 Update on the Grove and the Turbary Lease.** The situation regarding the lease is on-going, and some decisions will be put to the Full Town Council in June re updated conditions, interim agreement whilst lease being drawn up, and an undertaking for costs. The Town Council are currently seeking advice and guidance about the future viability of the Recreation Ground Trust.
- b. **Minute 366/17 GDPR.** A revised quotation was sought from Microshade which reduced it to £700 and this was accepted. A telephone audit has been conducted and we are waiting for an action plan. Additionally, we have contacted the people on the Civic list about holding their data, updated the website with relevant privacy policies and have liaised with partners such as ULMAA and DWP with regard to GDPR. The ICO states that work must have commenced on compliance by 25 May 2018, and we have met this target, and will have completed this area of work in the next few weeks, subject to the outcome of the Data Audit.
- c. **367/17 Annual Newsletter.** This was successfully produced, printed and delivered. We have had most feedback on the proposal for a Pump Track Cycle Area near the skatepark, with a number of residents contacting us to say what a good idea, and how can they become involved in the project, and wanting to hold events to raise monies.

35/18 TO ELECT A VICE-CHAIRMAN OF FINANCE AND ADMINISTRATION:

Upon nominations being called for Cllr Mrs Pryor was proposed and seconded. In the absence of any further nominations Cllr Mrs Pryor was unanimously elected Vice-Chairman of the Finance and Administration Committee.

36/18 CORRESPONDENCE:
None.

continued.....

37/18 TO REVIEW THE FLOODLIGHT OPERATION AT THE RECREATION GROUND AND TO CONSIDER WHETHER TO APPLY TO PDC TO VARY THE CONDITIONS OF USAGE AT A COST OF £117:

Members were advised that the original planning application for floodlighting on the multi-play area was submitted by the Grove Youth Club in 2003 and is restricted tightly by planning condition 2:

“The light curfew as detailed in the Planning Permisson, ie 6.30 – 9.30 pm on Tuesday, Thursday and Friday, must be strictly enforced.”

The Town Council has been approached by a rugby club to use the area with floodlighting on a Wednesday evening which is not currently covered by the planning permission. After discussion it was agreed to write to residents abutting the Recreation Ground advising that the Council are considering applying for a variation of condition of the planning permission to permit the use of the floodlighting from 6.00 pm – 9.00 pm Monday-Friday for rugby/football training to gauge their opinions. This will then be referred to full Council.

38/18 TO RECEIVE A REPORT FROM EACH COMMITTEE CHAIRMAN ON RECENT ACTIVITIES AND FUTURE ASPIRATIONS IN THEIR AREA OF RESPONSIBILITY:

A report on the work of the Environment Committee was received from Cllr Griffin who was not in attendance at the meeting (see attached). Cllr Mrs Pryor updated members on the activities of the Amenities Committee, particularly with regard to the proposed pump track, and Cllr Burns reported on current planning issues. A query was raised on proposals for the Upton Oil site and PDC will be contacted to see if they can provide any information. Cllr Chase, who works across all committees, commented on a number of ongoing issues.

39/18 TO RECEIVE FINANCIAL SUMMARY OF ACCOUNTS UP TO 31 MAY 2018:

A financial summary of accounts up 31 May 2018 was reviewed by the Committee.

40/18 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS:

- a) An item ‘To discuss the Youth element of the Town’ will be included on the Agenda for the next full Council meeting.
- b) An item ‘To develop a strategic vision for the Town’ will be included on the Agenda for the next full Council meeting and a working party set up.
- c) Cllr Chase reported that Lytchett and Upton Red Triangle Football Club have split, with some teams staying in Lytchett Matravers and some planning to move to Upton. He and Cllr Mrs Pryor will meet with representative from the club at 7.30 pm on Thursday 31 May and report back to the Amenities committee.

There being no further business the Chairman closed the meeting at 8.05 pm.

Chairman.....

Date

