

## LYTCHETT MINSTER & UPTON TOWN COUNCIL

A meeting of the **FINANCE & ADMINISTRATION** Committee was held on **WEDNESDAY 30 OCTOBER 2019** and commenced at 7.00 p.m.

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

**Also in attendance:** Councillor J Sheldon  
Councillor D Kennedy  
Mrs K Cane, Town Clerk  
Mrs B Lake, Office Manager

**233/19 APOLOGIES:** None

**234/19 DECLARATION OF INTEREST:** None.

**235/19 CLERK'S REPORT:**

- a. **Minute 205/17 Update on the Grove and the Turbary Lease.** This matter is still ongoing – most recently the Town Council forwarded the legal opinion of a charity specialist to the Turbary who have now forwarded that to the Charity Commission and their solicitor. A meeting date has yet to be decided.
- b. **Minute 178/18 Strategic Vision for the Town.** The forward plans are under review by the relevant committees.
- c. **Minute 178/18 Additional Council Vehicle.** This vehicle was purchased for £2400, with a further expenditure for servicing. Despite a couple of initial hiccups which have now been resolved, the vehicle seems to be supporting the work of the grounds team and they are very pleased.
- d. **Minute 57/19 Staffing** – Customer service training has yet to be identified and the Clerk and Cllr Chase have still to meet with regard to additional staffing for the grounds team.

**236/19 TO RECEIVE A REPORT FROM EACH COMMITTEE CHAIRMAN ON RECENT ACTIVITIES AND FUTURE ASPIRATIONS IN THEIR AREA OF RESPONSIBILITY AND TO REVIEW UPDATED F&A FORWARD PLAN:**

**Environment – Cllr Chase**

See attached report.

**Amenities – Cllr Mrs Pryor**

Cllr Mrs Pryor reported on aspirations for the Amenities committee.

Improvement to the parking area at the Cemetery and the Children's burial area  
Pump Track

More football teams to replace Upton FC

continued.....

**236/19 TO RECEIVE A REPORT FROM EACH COMMITTEE CHAIRMAN ON RECENT ACTIVITIES AND FUTURE ASPIRATIONS IN THEIR AREA OF RESPONSIBILITY AND TO REVIEW UPDATED F&A FORWARD PLAN:(Cont)**

**Planning – Cllr Burns**

Cllr Burns reported that the Town Council are not statutory consultees in the planning process and the 21 day cycle for commenting on planning applications is causing some problems.

The issue of a Neighbourhood Plan has again been raised by Lytchett Minster Villagers.

The Forward Plan 2018 – 2023 will be updated.

**237/19 TO RECEIVE UPDATED PROPERTY VALUATIONS:**

Updated property valuations were circulated to members and it was proposed, seconded and

**RECOMMENDED** that these be accepted. The information has been forwarded to Zurich and the policy updated accordingly.

**238/19 TO DISCUSS LAND PARCELS AT FRAMPTON TERRACE:**

The Town Council plots will be tidied during December/January. One of the landowners has contacted the Town Council with a view to possibly selling their plot. A meeting will be arranged with the Clerk when they make further contact.

**239/19 TO CONSIDER BUDGETS FOR 2020/21:**

The budgets were considered and will be presented to full Council for approval.

**240/19 TO RECEIVE THE FINANCIAL SUMMARY OF ACCOUNTS:**

A financial summary of accounts was reviewed by the Committee.

**241/19 ITEMS OF REPORT AND MATTERS OF FUTURE AGENDAS:**

- a) It was reported that the family who were evicted from camping on land in Lytchett Minster earlier in the year have returned. The DC Traveller and Gypsy Liaison Officer is aware of the situation and it will also be raised with Dorset Councillors.
- b) Concern was expressed that only two dates are available at the Community Centre for the 2020 Christmas celebrations. Cllr Mrs Pryor undertook to contact the Chairman of LUBCA.
- c) Cllr Mrs Richards will contact Friends for Upton Library to ask if they will assist with refreshments at the Christmas celebrations on Friday 6 December 2019.
- d) In view of a General Election taking place on Thursday 12 December 2019, the planned visit to Parliament on Monday 9 December will be postponed.

**There being no further business the Chairman closed the meeting at 8.25 pm**

Chairman.....

Date.....

