

## **LYTCHETT MINSTER & UPTON TOWN COUNCIL**

An online Zoom **EXTRAORDINARY MEETING** virtual of the **TOWN COUNCIL** was held on **MONDAY 4 MAY 2020** and commenced at **7.00 pm**.

**PRESENT:** Councillor Mrs M Pryor in the Chair  
Councillor F H Drane  
Councillor R Burns  
Councillor Mrs R Wood  
Councillor M Chase  
Councillor K Brooks  
Councillor S McKell  
Councillor D Wilson  
Councillor J Sheldon  
Councillor D Kennedy

Also in attendance: Mrs K Wright, Town Clerk  
Mrs B Lake, Office Manager  
Dorset Councillor W T Pipe

### **442/19 APOLOGIES FOR ABSENCE:**

Cllrs Mrs J Marston (without apologies)

### **443/19 TO RECEIVE DECLARATIONS OF INTEREST AND CONSIDERATIONS OF REQUESTS FOR GRANTS OF DISPENSATIONS IN RESPECT OF DISCLOSABLE PECUNIARY INTERESTS:**

None.

### **444/149 TO RECEIVE UPDATE ON PROGRESS MADE TOWARDS IMPLEMENTING A SCHEME TO SUPPORT THE COMMUNITY OF LYTCHETT MINSTER AND UPTON IN REGARD TO THE COVID-19 PANDEMIC:**

Dorset Cllr Pipe, along with Cllrs McKell and Chase will lead the Upton Together initiative. To date 18 volunteers have come forward to assist with things such as shopping, collecting prescriptions, parcels etc for those needing help. A dedicated telephone line has been set up where calls will be forwarded to Cllr Pipe or Cllr McKell and a recorded message can be left if neither are available.

Cllr Pipe has set up 2 spreadsheets, one to capture volunteer data and one for those requiring assistance. He will then match the volunteer to the task in hand.

Volunteers will be issued with a pack containing gloves, mask, hi-vis, badge and a guidance sheet. They will be covered by Dorset Council Public Liability Insurance and/or by the Town Council insurance.

Some volunteers are DBS checked and some are not. Cllr Pipe will make the decision based on that as to what tasks they can undertake.. A risk assessment will be undertaken.

continued.....

**444/149 TO RECEIVE UPDATE ON PROGRESS MADE TOWARDS IMPLEMENTING A SCHEME TO SUPPORT THE COMMUNITY OF LYTCHETT MINSTER AND UPTON IN REGARD TO THE COVID-19 PANDEMIC:(Cont)**

A leaflet has been produced to be distributed to all households advising them of this initiative.

Cllr Pipe has liaised with the schools for the information to go on their websites and it was felt that the playschools should also be included.

Food donation boxes banks will be sited at the Spar, Co-op and Moorland News. It will be confirmed that the Spar and Co-op are able to take orders and payment over the phone from residents requiring shopping to be collected.

Rowlands Pharmacy also support this project and have advised that volunteers collecting prescriptions will be given preferential treatment.

A form for a grant application of up to £200 for anyone in need will be available on the Town Council website or as a hard copy. Applicants will need to provide certain documentation as proof that they are eligible. A panel of 3 out of 5 people will meet via zoom to consider the applications and those approved will be sent the funding by BACS.

Cllr Wilson is working on a crowdfunding application with the aim of raising £10,000. Any monies left over at the end of the project would be donated to local charities.

The choice of name of Upton Together was discussed as there was some concern that it did not include Lytchett Minster. It was confirmed that the scheme covers the whole of the parish and it wasn't feasible to change the name at this late date. It was then proposed, seconded and

**RESOLVED** that should it be necessary at any time in the future the name could be changed to LytUp Together.

The Chairman thanked Cllrs Pipe, Chase, McKell and the Clerk for their input.

**445/19 TO APPROVE THE USE OF CIL 2017/18 FUNDS OF £3115 FOR THE PURPOSE OF SUPPORTING THE COMMUNITY OF LYTCHETT MINSTER AND UPTON IN REGARD TO THE COVID-19 PANDEMIC:**

Concern was expressed that CIL monies should only be used for planning related matters. Dorset Cllr Pipe assured members that Dorset Council advised that as this is an exceptional situation it was in order for the funds to be used for supporting the community during the Covid-19 pandemic. It was then proposed, seconded and

**RESOLVED** that this be approved.

**446/19 TO APPROVE THE SAFEGUARDING POLICY:**

It was proposed, seconded and

**RESOLVED** that this be approved. Thanks were recorded to Cllr Sheldon for his help in preparing this policy.

**447/19 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS:**

- a) The matter of a Highways meeting was raised and members were advised that nothing has been arranged to date.
- b) Cllr Pipe advised that he is looking into the Town Plan.

**There being no further business the Chairman closed the meeting at 7.57 pm**

Chairman.....

Date.....

