

LYTCHETT MINSTER & UPTON TOWN COUNCIL

An **ON-LINE ZOOM MEETING** of the **TOWN COUNCIL** was held on **TUESDAY** the **19 MAY 2020** and commenced at 7.00 p.m.

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

Also in attendance:

Dorset Councillor W T Pipe
Dorset Councillor A Starr
Dorset Councillor A Brenton
Mrs K Cane, Town Clerk
Mrs B Lake, Office Manager
Mrs Sandra Samways, Admin Asst

01/20 DECLARATIONS OF INTEREST:

None.

02/20 APOLOGIES:

Councillor Mrs J Marston (technical issues)

03/20 MINUTES:

of the Town Council meeting held on 21 April 2020 and the Extraordinary meeting held on 4 May 2020 as circulated were confirmed and signed.

04/20 CLERKS REPORT:

- a. **Valuation Report Regarding Land at Hibbs Close and its Potential Disposal.** A planning application has now been submitted for this development. This has been received by the Town Council and circulated.
- b. **Minute 123/18 To discuss the renewal of the lease of the Recreation Ground.** Cllr Mrs Pryor advised that only one meeting of the Turbary Trust will take place before the end of the year. After discussion it was agreed to advise the Trust that Mrs Richards is no longer affiliated with the Town Council and therefore does not represent its views. No further information on the lease.
- c. **Minute 202/18 Lytchett Bay Nature Park Partnership.** No further information.

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04/20 CLERKS REPORT:(Cont)

- d. **Minute 316/18 To consider providing an information board on 'Upton in Wartime'**. Former Cllr Griffin has advised that he is happy to continue to work on this project and that information should be posted to him.
- e. **Minute 266/19 To consider a Review of the Town Plan.** Cllr Pipe has confirmed that he has raised this with Dorset Council who will in turn contact the Town Council.
- f. **Minute 270/19 & 392/19 Frampton Terrace Garden Plot.** Matter in abeyance.

05/20 CORRESPONDENCE:

None.

06/20 TO RECEIVE UPDATE FROM THE TOWN CLERK ON TOWN COUNCIL OPERATIONS:

The Help Centre remains closed to the public but the office is manned every day with the Clerk and the Clerical Assistant attending on alternate days. The Office Manager continues to work from home and is now taking calls for Upton Together. Both Groundsmen are working full-time and maintaining social distancing. The SCO has commenced working again and the Office Cleaner will start back on Friday. The Weekend Caretaker has been assisting with security and maintenance. Volunteers have been visiting the Town Council Office to collect their packs. The temporary food collection point has been relocated. An order has been placed for screening to be fitted around the counter and hand sanitisers have been installed. CAB have been contacted to discuss how their surgery will work going forward. The Cemetery remains open and only one burial has taken place since lockdown began. This was not Covid related. BCP have recommenced maintenance services. The play areas are still cordoned off and the tennis court remains closed. All areas are checked regularly. Discussions are underway with the Day Club as to whether they can re-open at the Grove in June. The Internal Audit will be completed this week. The Chairman thanked the Town Clerk for her hard work on the Upton Together project, and the Clerk in turn thanked the rest of the team.

07/20 TO RECEIVE UPDATE ON THE UPTON TOGETHER PROJECT:

50 volunteers have come forward and have been issued with packs containing gloves, masks, hand sanitizer, badge etc. 60 requests for assistance have been received, most of which have been for the collection of prescriptions. The food bank is now operating from a garage donated by a resident for this purpose. Some food bags have been handed out and Lytchett Matravers

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07/20 TO RECEIVE UPDATE ON THE UPTON TOGETHER PROJECT:(Cont)

Angels have donated some dog/cat products that they were inundated with. One grant of £200 has been awarded and another is imminent. Plans to deliver a cream tea to elderly residents is underway. There is currently £7695 in the Upton Together bank account, plus a crowdfunding amount of £210.

08/20 TO DISCUSS THE POSITION OF DEPUTY CHAIR/MAYOR OF THE TOWN COUNCIL:

After discussion it was agreed to discuss the role of the Chairman/Mayor further at the next full Council meeting.

09/20 TO DISCUSS THE ROLE OF YOUTH ADVISOR TO THE TOWN COUNCIL:

It was proposed and seconded that the Youth Advisor appointment be ended. A vote was taken and the motion was not carried. It was then agreed that an item To review the position of the Youth Advisor should be included on the agenda of the next full Council meeting.

10/20 TO RECEIVE AN UPDATE FROM CHAIRS OF AMENITIES, ENVIRONMENT AND PLANNING:

Amenities – Cllr Mrs Pryor

Grass cutting has been undertaken at the Cemetery and cuttings left on graves and paths are making the area look untidy.

Planning – Cllr Burns

The planning application for developing Hibbs Close was received.

It is felt that the current system of considering planning applications is not working very well as some members are not responding.

Environment – Cllr Chase

Some tasks are not being undertaken as Dorset Council employees are working from home or furloughed.

A quote was received from DC of around £20,000 - £30,000 to undertake work to prevent vehicles driving over the green at Dacombe and this is not budgeted for so alternative options are being considered.

A resident of Lytchett Minster raised concerns about culvert clearing under the A35 bypass and the Clerk has asked Dorset Council for a progress report as it is understood the work was meant to be undertaken in the Spring.

Groundstaff are cutting Town Council owned grass areas and it is uncertain when Dorset Council will be cutting grass verges this year.

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10/20 TO RECEIVE AN UPDATE FROM CHAIRS OF AMENITIES, ENVIRONMENT AND PLANNING:(Cont)

Some of the flowerbeds are looking bare as it has been difficult to obtain plants. However, negotiations have taken place with a new supplier and it is hoped the beds will be planted around 9 June. Rainbows have been installed in the flowerbeds.

Several fallen trees have been reported but none in Town Council ownership.

Flytipping was becoming an issue but this has improved since the recycling centres re-opened.

Concern has been expressed by residents about the increased speed of drivers during the lockdown and the Police now have speed vans in operation.

11/20 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:

Report by Cllr A Starr – Dorset Council

The planning application for the old Co-op site in Poole Road has been approved.

Car parks in Dorset are no longer accepting cash payments and toilets remain closed.

Report by Cllr A Brenton – Dorset Council

A major fire in Wareham Forest the previous day has flared up again and fire and rescue services will be on duty for around 48 hours.

Colleges and Schools in Dorset are being asked if they are in a position to re-open on 1 June 2020. Cllr Pipe advised that years 7,8 and 9 are unlikely to be back to the Manor before September, however 6th formers can go in, as well as some children at risk and children of key workers.

Report by Cllr W Pipe – Dorset Council

Cllr Pipe reported that he is busy helping with Upton Together.

12/20 TO RECEIVE THE SUMMARY OF ACCOUNTS TO 30 APRIL 2020:

This was reviewed by the committee and it was proposed, seconded and

RESOLVED that the financial summary of accounts up to the 30 April 2020 be approved.

13/20 TO RECEIVE LIST OF COUNCIL PAYMENTS UP TO THE DATE OF THE MEETING:

It was proposed, seconded and

RESOLVED that the list of payments up to the date of the meeting be agreed.

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14/20 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:

- a. Cllr Mrs Pryor asked if there were any photo opportunities for Upton Together for publicity purposes. The volunteers will be asked if anyone wishes to be the 'reporter'. The Co-op have played a big part in Upton Together and are also looking for publicity opportunities.
- b. An item 'To discuss the role of the Chairman/Mayor' will be included on the agenda of the next full Council meeting.
- c. An item 'To review the position of the Youth Advisor' will be included on the agenda of the next full Council meeting.

There being no further business, the Chairman closed the meeting at 8.55 p.m.

Chairman.....
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Date.....
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