

LYTCHETT MINSTER AND UPTON TOWN COUNCIL



There will be a meeting of **Lytchett Minster & Upton Town Council** to be held on **Tuesday 18 March 2025** at **The Council Offices, 1 Moorland Parade, Moorland Way, Upton, BH16 5JS** at **6.30 pm**.

A handwritten signature in black ink, appearing to read 'K Cane'.

Signed: Karen Cane, Town Clerk
12 March 2025

Prior to consideration of the following Agenda, there will be a democratic quarter of an hour, which may be extended at the discretion of the Town Council, during which time members of the public may speak. During the course of the meeting, members of the public and our elected representatives from the Dorset Council may indicate they wish to speak, and, at the discretion of the Chairman, and with the approval of the Members, they may be allowed to do so on points of information only. The Council may on occasion invite members of the public to comment on specific issues where points of information or their particular knowledge on a subject might prove of benefit to the Committee. Following the democratic session, members of the public are welcome to remain in the meeting to observe, as per the Public Bodies (Admission to Meetings) Act 1960.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

AGENDA

1. Public Participation
2. To receive Declarations of Interest (Councillors are reminded of their obligations to declare their interests under the Model Code of Conduct as defined by regulations made under Section 30 (3) of the Localism Act 2011) and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.

Karen Cane CiLCA PSLCC
Town Clerk

1 Moorland Parade, Moorland Way, Upton, Poole, Dorset BH16 5JS

Tel: 01202 632070

e-mail: office@lytchettminsterandupton-tc.gov.uk

website: www.lytchettminsterandupton-tc.gov.uk

3. Apologies for absence.
To receive and approve apologies for absence including reasons given– please can Members aim to give their apologies by email or telephone by 5pm on the day of the meeting.
4. To receive the Minutes of the Meeting of the Town Council held on 18 February 2025.
5. To receive the Clerk's and Outside Operations Manager's Report.
6. Correspondence: None
7. To receive Committee minutes and to resolve recommendations:

ENPLAN – 25 February 2025:

451/24 TO CONSIDER A REPRESENTATION FROM BLOOR HOMES MADE TO BCP COUNCIL WITH REGARD TO THEIR STRATEGIC INTEREST IN THE LAND AROUND LYTCHETT MINSTER AND BERE FARM:

It was **PROPOSED, SECONDED** and **RECOMMENDED** to undertake the following actions:

1. Invite Bloor Homes to a meeting with the Town Council (it was felt that early discussions and fact finding could only be a positive thing for the community, and would give an opportunity to exert influence)
2. Copies of the Jacob's Report to be sent to BCP and DC Planning.

FINANCE AND ADMINISTRATION – 4 March 2025:

466/24 TO CONSIDER QUOTATIONS FOR THE INSTALLATION OF SOLAR PANELS ON THE TOWN COUNCIL OFFICE BUILDING (1 MOORLAND PARADE) AND ELECT AN AGREED CONTRACTOR.

It was **PROPOSED, SECONDED** and **RECOMMENDED UNANIMOUSLY** that Quotation 1 be accepted at a cost of £5,250.00.

468/24 TO REVIEW AND APPROVE THE SAFEGUARDING POLICY

It was **PROPOSED, SECONDED** and **RECOMMENDED UNANIMOUSLY** to approve the revised Safeguarding Policy, subject to the agreed amendments.

469/24 TO REVIEW AND APPROVE A REVISED SEXUAL HARASSMENT POLICY INCLUDING ASSOCIATED RISK ASSESSMENT AND ACTION PLAN.

It was **PROPOSED, SECONDED** and **RECOMMENDED UNANIMOUSLY** to approve the Sexual Harassment Policy and accompanying risk assessment and action plan, subject to the agreed amendments

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8. To confirm the date and format for this year's Annual Assembly.
9. To review and agree the Cemetery and Recreation Ground/Grove fees for 2025-2026.
10. To consider the interim survey report on land drainage at Upton Cemetery.
11. To make a corporate decision to mitigate the impact from the destruction of highway grass verges in the town.
12. To receive an update on national planning reform.
13. Representatives Reports (Mayoral/Dorset Council Members/LUBCA/Upton Together/ Speedwatch etc).
14. To receive the latest financial summary of accounts.
15. To approve accounts for payment for February 2025 up to day of meeting, and note the full January 2025 payment list.
16. To receive and note the bank reconciliations for all Council accounts up to 28 February 2025. To note latest balance sheet.
17. Items of report (including publicity opportunities) and matters for future agendas.

Due to the nature of the following business to be transacted under agenda item 18, the Council should resolve to exclude the Press and Public, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted (Public Bodies (Admission to Meetings) Act 1960).

18. To discuss staffing matters.

The next meeting of the Town Council will be held on Tuesday 19 April 2025 at 1 Moorland Parade, Upton commencing at 6.30pm.

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