

# LYTCHETT MINSTER AND UPTON TOWN COUNCIL



There will be a Meeting of the Town Council to be held on **Tuesday 15 April 2025** at **The Council Offices, 1 Moorland Parade, Moorland Way, Upton, BH16 5JS** at **6.30 pm**.

**Signed: Karen Cane, Town Clerk**  
**9 April 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.
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.

**Karen Cane CiLCA PSLCC**  
**Town Clerk**

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

Tel: 01202 632070

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website: [www.lytchettminsterandupton-tc.gov.uk](http://www.lytchettminsterandupton-tc.gov.uk)

4. To receive the Minutes of the Meeting of the Town Council held on 18 March 2025.
5. To receive the Clerk's and Outside Operations Manager's Report.
6. Correspondence: a) OPCC Road Safety Signage
7. To receive Committee minutes and to resolve recommendations:

**ENPLAN – 25 March 2025:**

No recommendations to consider.

**AMENITIES – 1 April 2025:**

**513/24 TO REVIEW THE FEES FOR UPTON CEMETERY**

Members considered a revision in the 2025/26 cemetery fees relating to the interment of a stillborn infant and child under the age of 18.

It was **PROPOSED, SECONDED** and **RECOMMENDED** to amend the interment fees relating to stillborn infants and children under the age of 18, as presented in the report.

**515/24 TO CONSIDER A PROPOSAL FROM POOLE TOWN YOUTH FOOTBALL CLUB (YFC) WESSEX FOR UPTON RECREATION GROUND TO BE THEIR HOME GROUND**

Following consideration of the proposal, it was **PROPOSED, SECONDED** and **RECOMMENDED** to respond to Poole Town YFC Wessex proposal with a counter offer as follows:

1. Annual rent of £10,000 per annum.
  2. An agreement to be drawn up to formalise the arrangements between both parties to ensure clear parameters are in place.
  3. The agreement to be reviewed in a year, with the option to terminate by both parties.
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8. To receive Mr Roger Brewer and BCP Portfolio Holder Cllr. Rich Herrett. Wallisdown & Winton West, PFH. Destination, Leisure & Commercial Operations to discuss Upton Country Park and its operations.
  9. To review nominations for Mayor and Deputy Mayor for the 2025-26 period in advance of May election.
  10. To confirm that the Town Council endorse a request by Lytchett Matravers Parish Council for a speed limit reduction from 60 mph to 40 mph along Huntick Road.
  11. To approve the draft policy for the Protocol for the Death of the Monarch (Operation Menai Bridge).

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**Town Clerk**

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12. To note revised Financial Regulations.
13. To consider expenditure of £300 for SpeedWatch equipment.
14. To receive an update on progress regarding youth provision in the Town.
15. To consider the Town Council supporting an Engineering Scholarship.
16. Representatives Reports (Mayoral/Dorset Council Members/LUBCA/Upton Together/ Speedwatch etc).
17. To receive the latest financial summary of accounts.
18. To approve accounts for payment for April 2025 up to day of meeting, and note the full March 2025 payment list.
19. To receive and note the bank reconciliations for all Council accounts up to 31 March 2025. To note latest balance sheet.
20. Items of report (including publicity opportunities) and matters for future agendas.

The next meeting of the Town Council (Annual Meeting) will be held on Tuesday 13 May 2025 at 1 Moorland Parade, Upton commencing at 6.30pm.

**Karen Cane CiLCA PSLCC**  
**Town Clerk**

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