

LYTCHETT MINSTER AND UPTON TOWN COUNCIL



There will be a meeting of **Lytchett Minster & Upton Town Council** to be held on **Tuesday 21 October 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 'Karen Cane'.

Signed: Karen Cane, Town Clerk
15 October 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 16 September 2025.
5. To receive the Clerk's and Outside Operations Manager's Reports.
6. Correspondence: A) Update from Vikki Slade MP regarding Neighbourhood Plan Funding, B) Age Friendly Dorset Survey.
7. To receive Committee minutes and to resolve recommendations:

Environment & Planning Committee: 23 September 2025

None

Amenities Committee: 7 October 2025

234/25 TO REVIEW THE FEE FOR THE INTERMENT OF THOSE RESIDENTS, WHO AT THE TIME OF DEATH, WERE IN A NURSING/CARE HOME OUTSIDE OF THE PARISH FOR MORE THAN TWO YEARS

It was **PROPOSED, SECONDED** and **RECOMMENDED** not to adjust fees.

234/25 TO APPROVE MATCH FUNDS FOR NEW GOALPOSTS AT THE RECREATION GROUND AFTER SUCCESSFUL FA GRANT

It was **PROPOSED, SECONDED** and **RECOMMENDED** to fund the outstanding monies (£4,086) from the General Amenities budget to purchase this equipment. It was noted that although this budget had been set aside for youth provision, and whilst we continue to work towards bringing this service into the community, delays had meant it was unlikely to be achieved in this financial year, and so the monies to fund the goal posts should be used for this.

Finance and Administration – 14 October 2025

244/25 TO CONSIDER GRANT AID APPLICATIONS

After discussion it was **PROPOSED, SECONDED** and **RECOMMENDED UNANIMOUSLY** to award all applicants with their requested amounts totalling £4,150 as detailed individually on the attached signed summary sheet.

**Karen Cane CiLCA PSLCC
Town Clerk**

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246/25 REVIEW OF MANDATES/VARIABLE DIRECT DEBITS/BACS

Due to changes with Chair of Planning Committee it was **PROPOSED, SECONDED** and **RECOMMENDED UNANIMOUSLY** to add Cllr C Squires to the banking mandate and remove retiring Chair, Cllr R Burns.

8. To co-opt to the Town Council.
9. To receive and approve the Town Council's response to the Dorset Council Local Plan Consultation and to note the previously submitted Council response for the Dorset Local Transport Plan.
10. Representatives Reports (Mayoral/Dorset Council Members/LUBCA/Upton Together/SpeedWatch).
11. To receive the latest financial summary of accounts.
12. To approve accounts for payment for October 2025 up to day of meeting, and note the full September 2025 payment lists.
13. To receive and approve the bank reconciliations for all Council accounts up to 30 September 2025.
14. Items of report (including publicity opportunities) and matters for future agendas.

The next meeting of the Town Council will be held on 18 November 2025 at 1 Moorland Parade, Upton commencing at 6.30 pm.

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Town Clerk**

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