

# LYTCHETT MINSTER AND UPTON TOWN COUNCIL



A meeting of the Amenities Committee will be held on **Tuesday 27 May 2025 at 6.30 pm**  
**in the Town Council Offices, 1 Moorland Parade, Moorland Way, Upton, Dorset,**  
**BH16 5JS**

A handwritten signature in black ink, appearing to read "Karen", is positioned above the typed name.

Signed: **Karen Cane, Town Clerk**  
**21 May 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 Committee, 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 Committee 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 session.
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**

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3. To receive and approve apologies for absence including reasons given – please can Members give their apologies by email or telephone by 5pm on the day of the meeting.
4. Clerks Report:
5. Correspondence: None.
6. To elect a Vice-Chair for the Committee.
7. To review and approve the Terms of Reference for the Committee.
8. To discuss provision of youth services in the Town.
9. To receive and approve the hire agreement with Poole Town Wessex FC for use of the recreation ground pitches and facilities.
10. To receive a verbal update on the arrangement for the Picnic In The Park event on 14 June 2025, including the risk assessment.
11. To update on Cemetery projects.
12. To receive updates from Amenities Champions as below:

**Allotments:**

Cllr Mikka Pryor

**Recreation Ground, Pavilion & Play Area**

Cllr Stewart McKell and Cllr Sean Gabriel

**Cemetery:**

Cllr Mikka Pryor

**Redwood Road Play Area:**

Cllr Sean Gabriel

13. To receive committee financial report and Reserves update.
14. Items of report and matters for future agendas.

**Karen Cane CiLCA PSLCC  
Town Clerk**

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