

## LYTCHETT MINSTER & UPTON TOWN COUNCIL

Minutes of the **AMENITIES COMMITTEE** meeting held on **TUESDAY the 4 February 2025** in the Council Chamber, 1 Moorland Parade, Moorland Way at 6.30 p.m.

**PRESENT:** Councillor M Pryor (in the Chair)  
Councillor D White (Vice-Chair)  
Councillor R Griffin (ex-officio)  
Councillor S McKell (ex-officio)  
Councillor F H Drane  
Councillor C Squires  
Councillor S Gabriel  
Councillor Mrs R Wood

**Also in attendance:** Mrs K Osborne (Deputy Town Clerk)  
Mrs S Samways (Admin Officer)

### **415/24 PUBLIC SESSION:**

Two members of ULMAA Committee were present; see Minute 420/24.

### **416/24 DECLARATIONS OF INTEREST:**

There were no declarations of interest received.

**417/24 APOLOGIES:** Apologies were received from:  
Mrs K Cane (Town Clerk) – non-business

### **418/24 CLERKS REPORT: CLERKS REPORT: February 2025**

1. **Minute 43/23 Warbler Park Play Area** – The Outside Operations Manager is currently working on a design scheme for this.
2. **Minute 196/24 Plans for the community picnic** See Minute 423/24
3. **Minute 193/24 Christmas Event 2024** See Minute 423/24
4. **Minute 194/24 Redwood Road Refurbishment** Plans are in place to host a formal opening on Monday 17 February. Two nonagenarian residents have been invited to attend. A press release has been sent out to news outlets highlighting how we are bucking the national trend by opening new play facilities.

The facility has been the subject of vandalism from older children predominantly of secondary school age. This has been mainly in the form of taking up the freshly laid turf and throwing/spreading it around the park. It also seems that the safety nuts (fasteners) to some of the equipment have been loosened.

The Outside Operations Team have had to be redeployed from their normal duties on a number of occasions to clear the debris and clean down/check the equipment. Following reports of misuse of the park from a resident on the evening of Tuesday 28

January, the Deputy Town Clerk inspected the park and found a discarded named school tie. This has been reported to Lytchett Minster School's Headteacher who has confirmed it's a student. The school has identified the other Lytchett students who were involved and the parents have been contacted. A meeting with these pupils was held on Friday 31 January with the Head, Community Support Officer and the Council's Deputy Town Clerk and Mayor. The pupils expressed remorse and have undertaken to arrange fund raising to donate to the Town Council.

5. **Minute 192/24 To Review Future Burial Provision Within the Town and To Receive Any National Updates Regarding Policies to Address this Matter.** We are still waiting for a start date for the preliminary investigations.
6. It should be noted that the Outside Operations Team have commenced refurbishment of all council owned street benches/seats using sustainable materials. These will all be catalogued and a unique reference given to each bench to assist in future management and communications.

**419/24 CORRESPONDENCE:** None.

**420/24 TO RECEIVE A REQUEST FROM UPTON & LYTCHETT MINSTER ALLOTMENT ASSOCIATION (ULMAA) TO KEEP CHICKENS ON THE ALLOTMENT SITE:**

Two ULMAA committee members presented a request for Allotment holders to be able to keep chickens on their plots. The presentation confirmed:

- the ULMAA committee had voted in favour of bringing this to the Town Council, however all Allotment Holders will be polled at the upcoming AGM.
- The appointed Chicken Ambassador is both knowledgeable and experienced in chicken husbandry.
- A trial period of a year, with a maximum number of possibly 10 allotment holders was proposed. This would be negotiable with the Town Council.
- It would be 1 coop per allotment holder, not plot.
- The coop design would be suggested, but essentially up to the plot holder.
- There will be a minimum of 2 chickens per coop.
- There is insurance in place and the livestock would be registered with DEFRA to ensure compliance re: avian flu etc.
- A formal schedule of daily maintenance will be drawn up.
- A separate Agreement would be drawn up for Allotment Holders to details the conditions they must adhere to when keeping chickens.
- Only existing Allotment holders who maintain their plot to a good standard will be considered.
- The eggs cannot be sold.

Members raised a number of questions.

The Allotment Committee Members were invited to attend the Town Council meeting on 18 February 2025 bringing a detailed, draft Agreement for consideration.

The Allotment Committee Members left the meeting at this point.

After further discussion, it was **PROPOSED, SECONDED** and **RECOMMENDED** unanimously to agree to the request in principle, subject to additional details being provided by ULMAA including a proposed draft agreement with allotment holders wishing to keep chickens.

#### **421/24 TO CONSIDER OPTIONS FOR THE SCATTERING OF ASHES AT UPTON CEMETERY:**

Current cemetery regulations do not include the option of scattering ashes; with cremations becoming more popular, offering this service would allow such scattering of ashes to be formally recorded. Issues such as having a separate scattering area versus a specific marked place, markers for the ashes, ashes being interred under the turf of existing burial/cremation plots and GPS site markers were discussed.

The Deputy Clerk confirmed an independent company had been booked to perform a preliminary cemetery survey to identify possible solutions for the ground water issue, however a start date had not been confirmed.

It was **PROPOSED, SECONDED** and **RECOMMENDED** to defer this item until completion of this survey and receipt of the findings.

#### **422/24 TO CONSIDER OPTIONS TO IMPROVE FACILITIES AT UPTON RECREATION GROUND:**

The Town Council has aspirations to improve and upgrade facilities at Upton Recreation Ground – however any applications for funding will be unsuccessful due to the short lease from the landowners, Turbary Trust charity. Funds have been budgeted for minor improvements such as refurbishing the Grove and the Groundsman Room and store; however major improvements to the outdoor facilities will require external funding. Town Council aspirations require either a longer lease or transfer of ownership of the land. The Town Council need to create a strategic review of all works required at the site – projects shouldn't be taken forward on a piecemeal basis.

It was agreed to defer this item to the Finance & Administration Committee (4 March 2025), and consider seeking professional legal and sports advice to draft a quality, detailed vision for Upton Rec which can then be presented to Turbary Trust.

#### **423/24 TO DISCUSS CIVIC AND COMMUNITY EVENTS FOR 2025:**

**Christmas 2025:** It was agreed the new format of December 2024 was very successful and received favourable positive feedback from attendees.

It was **PROPOSED, SECONDED** and **RECOMMENDED** unanimously to arrange the event for 18 December 2025 in a similar format; the Deputy Clerk to book the Community Centre, Church and Lounge.

**Community Picnic in The Park:** Planning for the next event on Saturday 14 June 2025 is underway, with a number of acts and stall holders booked. It was **PROPOSED, SECONDED** and

**RECOMMENDED** to book the children's entertainer, Jamie Jigsaw for a 2 hour fete package.

CJs Church band will be asked, and further investigations to source classic cars will be made. Cllr Gabriel to contact Rivos Hub, Sandford Hotel.

**Mayor's Civic Day:** Plans for the Mayor's Civic Day in July 2025 are in progress – the date is dependant on confirmation from Lytchett Minster School. Cllr Griffin, the Clerk and Deputy Clerk will finalise the schedule.

**Remembrance Day Parade:** Members received a report presenting options for this year's Remembrance Parade, as follows:

1. To return the parade to the highway to be co-ordinated by a non CSAS accredited traffic management company to manage the road closure. This would involve a review of the risk assessment. Members were presented with 3 quotations from traffic management companies.  
It was noted that although other town/parish councils use non CSAS accredited traffic management companies to facilitate road closures for their Remembrance Parades, the routes are significantly shorter.
2. To continue with the parade off the highway, along Lytchett Minster School driveway, but look to have a road closure between the Caravan Park and New Road during the service at the memorial to prevent interruptions from traffic noise. This smaller road closure would be managed by a traffic management company.

It was agreed the format adopted over the last 3 years worked successfully, as it responds to public feedback whilst acknowledging the Town Council's concerns for public safety in the area of the memorial.

It was **PROPOSED, SECONDED** and

**RECOMMENDED** to continue with the parade off the highway but look to have a road closure between the South Lytchett Manor Caravan Park and New Road during the service at the memorial to prevent interruptions from traffic noise; this shorter road closure would be managed by a traffic management company. The RBL will be updated.

#### **424/24 TO RECEIVE UPDATES FROM AMENITIES CHAMPIONS**

##### **Allotments:**

**Cllr Mikka Pryor**

No Report.

##### **Recreation Ground, Play Area and Pavilion**

**Cllr Stewart McKell.**

Nothing further to report.

##### **Cemetery:**

**Cllr Mrs Mikka Pryor**

Cllr Pryor reported the ditches were clear and water was running freely and the cemetery as a whole looked very tidy.

**Redwood Road Play Area****Cllr Sean Gabriel**

It is hoped the recent spate of vandalism is now sorted. The Play Area contractors will be contacted to report the damage to the grass area where their vehicles had parked – to request re-seeding.

**425/24 TO RECEIVE FINANCIAL SUMMARY OF ACCOUNTS**

Members noted the contents of the report

**426/24 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS**

1. Future agenda items:
  - Chickens at the Allotments to Town Council
  - F&A to produce Strategic Plan for Upton Rec
2. The Deputy Clerk advised Dorset Police have confirmed they will be vacating 1B Moorland Parade – and the lease will need to be reviewed.
3. Cllr Griffin reported he met with the Deputy Clerk and the Outside Operations Manager to discuss devolved services; a written report is to follow.
4. Cllr Griffin has prepared a comment for social media regarding vehicles parking on and damaging grass verges; this will be sent to Upton Infant School to be disseminated to all parents/guardians.
5. Cllr Pryor asked about the progress of works at Heights Approach regarding e-vehicle charging points.

**There being no further business, the Chair closed the meeting at 8:25pm.**

Chair.....

Date.....