

## LYTCHETT MINSTER & UPTON TOWN COUNCIL

Minutes of the **AMENITIES COMMITTEE** meeting held on **TUESDAY** the **1 April 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

**Also in attendance:** Mrs K Cane (Town Clerk)  
Mrs K Osborne (Deputy Town Clerk)

### **506/24 PUBLIC SESSION:**

Two members of ULMAA Committee were present; see Minute 511/24.

### **507/24 DECLARATIONS OF INTEREST:**

There were no declarations of interest received.

### **508/24 APOLOGIES:**

No apologies were received. Councillor R Wood was absent without apologies.

### **509/24 CLERKS REPORT:**

1. **Minute 43/23 Warbler Park Play Area** – The Outside Operations Manager presented proposals at the ENPLAN meeting on 25/03/2025 which were supported.
2. **Minute 196/24 Plans for the community picnic** See Minute No 516/24.
3. **Minute 193/24 Christmas Event 2024** See Minute No 516/24.
4. **Minute 194/24 Redwood Road Refurbishment** The opening event was well received and had wide publicity. The park appears to be well used. Issues of anti-social behaviour have been addressed with the support of Lytchett Minster School and this seems to have ceased.

Members were advised that the Town Council had been informed that some councils were having issues with insurance cover for trampolines in their play areas. Enquiries were being pursued with the Council's insurance provider.

5. **Minute 192/24 To Review Future Burial Provision Within the Town and To Receive Any National Updates Regarding Policies to Address this Matter.** See Minute No 512/24.

6. **Upton Recreation Ground Play Area** – Members should note that the zip wire has been removed as it failed the inspection. Prior to removal, which was done in-house, we sourced a price for a similar unit, which came in at over £13,000. The decision was made to remove, as it was felt that replacing equipment piecemeal was not the correct way forward – the play equipment needs a full replacement scheme as we have done at Redwood Road.

**510/24 CORRESPONDENCE:** None.

**511/24 TO REVIEW REVISED ALLOTMENT TENANCY AND ASSOCIATED DOCUMENTATION WHICH NOW INCLUDES PROVISION FOR CHICKENS:**

Two members of the ULMAA Committee presented Members with a revised agreement to permit the keeping of hens on the allotment site. Members carefully considered the contents.

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously to approve the keeping of hens on the allotment site and the presented policy on the following basis:

1. The deposit required to be increased to £75.
2. Two members of ULMAA to be responsible for managing the plots with hens.
3. The agreement to be an addendum to the allotment tenancy agreement.
4. In the first year, the threshold of plots permitted to hold hens to be set at 10% of the total number of allotments plots that can accommodate hens.
5. Allotment holders applying to go through a vetting process to establish their knowledge base on hen husbandry.
6. Arrangements to be reviewed in a year.

**512/24 TO RECEIVE REPORT ON REMEDIAL WORK TO ADDRESS DRAINAGE ISSUES AT UPTON CEMETERY.**

An update was provided on the remedial works taken to date in response to the survey report provided by Cemetery Development Services and suggested options to alleviate the drainage issues in the cemetery.

It was reported that a number of the actions had been carried out in house, such as the ditch clearances (east and west) which has saved a considerable amount of money. It was now a question of monitoring the impact of these works. In the meantime, quotes would be obtained for the installations of land drainage. For the time being, the cemetery would continue to remain closed to new burial or cremations applications, but to continue with re-opens and interments in plots already sold.

A number of additional cemetery services were presented to Members for consideration.

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously to:

1. Note the contents of the report.
2. Agree in principle to the scattering of ashes in the north section of the cemetery, subject to a design scheme and protocol to be presented at a later date.
3. The installation of a 'post box to heaven' in the cemetery for families to post letters to their loved ones in the cemetery.
4. Introduce a chargeable service (£20) for relatives of loved ones laid to rest in the cemetery who do not live locally who wish to arrange for flowers to be delivered to the Town Council and then laid on the relevant grave. The service would include the receipt of a photo of the flowers in situ.
5. To offer families whose loved ones are interred elsewhere and who have a local connection to the Town the opportunity to have a plaque or ground memorial, for which there would be a charge. This charge would cover the plaque, administration and placing of the plaque in the ground.

#### **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.

#### **514/24 TO CONSIDER QUOTATIONS FOR THE REMEMBRANCE PARADE TRAFFIC MANAGEMENT:**

Members were presented with three quotations from traffic management companies to oversee the road closure between South Lytchett Manor (Randalls Hill) and New Road. The road closure will take place during the outside service at the war memorial at Lytchett Minster Parish Church to prevent any interruptions from traffic noise. The parade will continue to take place on the school driveway, off the highway.

It was **PROPOSED, SECONDED** and **RESOLVED** to instruct Chevron Traffic Management to manage the road closure.

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

Members received a report presenting a detailed proposal from Poole Town YFC Wessex to the Council for Upton Recreation Ground to become its home ground. The proposal involves the club having exclusive use of the recreation ground and facilities (changing rooms etc) every weekend between September and May, and in return they would pay the Council a fixed monthly fee of £1000 per month, therefore increasing the Council's income by approx. £3,000 per annum.

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.

#### **516/24 TO RECEIVE UPDATE ON PLANNING FOR CIVIC AND COMMUNITY EVENTS FOR 2025**

A report was circulated detailing the progress with the arrangement for the Community Picnic In The Park (14 June 2025), Mayor's Civic Day (30 June 2025) and Christmas event (18 December 2025).

It was **PROPOSED, SECONDED** and **RESOLVED** to:

1. Note the updates.
2. Agree to Jamie Jambo providing the children's entertainment at the Community Picnic In The Park instead of Jamie Jigsaw, at a cost of £350.

#### **517/24 TO RECEIVE UPDATES FROM AMENITIES CHAMPIONS**

##### **Allotments:**

**Cllr Mikka Pryor**

No issues to report.

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

**Cllr Stewart McKell.**

The Clerk brief members on a recent altercation between two under 18s football teams playing at the recreation ground. This has been reported to the Dorset FA who are carrying out an investigation. The FA has been provided with CCTV footage.

##### **Cemetery:**

**Cllr Mrs Mikka Pryor**

No issues to report.

##### **Redwood Road Play Area**

**Cllr Sean Gabriel**

No issues to report.

#### **518/24 TO RECEIVE FINANCIAL SUMMARY OF ACCOUNTS**

Members noted the contents of the report

#### **519/24 ITEMS OF REPORT AND MATTERS FOR FUTURE AGENDAS**

No matters were raised.

**There being no further business, the Chair closed the meeting at 7:40pm.**

Chair.....

Date.....

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