

## LYTCHETT MINSTER & UPTON TOWN COUNCIL

Minutes of the **TOWN COUNCIL** meeting held on **TUESDAY** the **15 APRIL 2025** in the Council Chamber, 1 Moorland Parade, Moorland Way at 6.30 p.m.

**PRESENT:**

- Councillor R Griffin (Chair)
- Councillors S McKell (Vice-Chair)
- Councillor F H Drane
- Councillor C Evans
- Councillor M Pryor
- Councillor S Robinson
- Councillor C Squires
- Councillor D White
- Councillor D Wilson
- Councillor B Wood
- Councillor S Gabriel

**Also in attendance:** Mrs K Cane, Town Clerk  
 Mrs K Osborne, Deputy Town Clerk  
 Councillor A Benton, Dorset Council  
 Councillor A Starr, Dorset Councillor

### 520/24 PUBLIC PARTICIPATION

There were no members of the public present.

### 521/24 DECLARATIONS OF INTEREST

Cllr Gabriel declared that as a BCP Employee he had a personal interest in Agenda Item 8 (Minute No 527/24) regarding discussion with BCP Councillor and Officer in relation to Upton Country Park.

### 522/24 APOLOGIES FOR ABSENCE

Councillors Burns and Pipe tendered their apologies (non-business)

### 523/24 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON 18 MARCH 2025

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously that the minutes of the Town Council meeting held on the 18 March 2025 be accepted.

### 524/24 CLERK & OUTSIDE OPERATIONS MANAGER'S REPORT

- a. **Minute 192/24 Future burial provision at Upton Cemetery:** Ditch clearance has been undertaken, as well as A350 gully clearance. Quotations are being sought regarding installation of additional drainage. There is still an embargo on offering plots for burials until the above is completed.
- b. **Minute 70/24 To Consider Solar Panels For The Town Council Offices –** An order has been placed with the chosen contractor. Permission for the install has to be obtained from SSEN. This can potentially take up to 6 weeks.
- c. **Minute 262/24 Youth Provision –** See Minute No 533/24.
- d. **To receive projects' update (redwood road play area / heritage trail / picnic in the park):**

**Redwood Road Play Area:**

Over the past week, and coinciding with the Easter Holidays there have been many instances of anti-social behavior and bullying at Reddies. Police reports have been filed, and several witnesses have come forward, whose details have been passed to the Police. Staff and Councillors are undertaking routine but random checks, and the Weekend Caretaker will be coming in do checks on Good Friday and Easter Monday. Some vandalism has occurred to the signage at the front of the park, and also there is still an issue with dirt throwing. This situation is being monitored, and any incidents will continue to be reported.

We have been informed that one of the neighbours abutting the play area is having their fence replaced on 14 April and have sought consent for the vehicular gate access key. We have given the code but advised that their contractor may not take his vehicle onto the play park, but just use the wider opening to carry necessary materials and equipment through.

**Heritage Trail:**

This preparatory work is almost complete.

**Picnic in the Park 2025:**

Plans continue

- e. **Minutes 438/24 To consider the appointment of a Mayor's Scout and Guide.** No further update.
- f. **Minute 479/24 Annual Assembly Update** This will take place on Wednesday 30 April 2025 commencing at 7pm. We are delighted to have secured the attendance of Dr David Badger, a well-respected local vet to give an overview of doggy first aid. The format will be as that of previous years.
- g. **Turbary Trust** A meeting will be held between Cllr Griffin and their Chair on 2 May to discuss matters of the lease and the future arrangements for the Recreation Ground.

Outside Operations Manager's Report was received and noted.

**525/24 CORRESPONDENCE:**

- A) Members received a note from the OPCC regarding additional signage offering to slow traffic. It was agreed that this should be considered at the next Environment Committee Meeting.

**526/24 TO RECEIVE COMMITTEE MINUTES AND TO RESOLVE RECOMMENDATIONS:****Environment & Planning – 25 March 2025**

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously that the minutes of the Environment & Planning Committee meeting held on the 25 March 2025 be accepted and signed by the Committee Chairperson.

**Amenities - 1 April 2025**

It was **PROPOSED, SECONDED** and

**RESOLVED** unanimously that the minutes of the Amenities Committee meeting held on the 1 April 2025 be accepted, signed by the Committee Chairperson and the following recommendations endorsed:

#### **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 **RESOLVED UNANIMOUSLY** 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**

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.

It was **UNANIMOUSLY RESOLVED** 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.

#### **527/24 TO RECEIVE MR ROGER BREWER AND BCP PORTFOLIO HOLDER CLLR RICH HERRETT, WALLISDOWN & WINTON WEST, LEISURE & COMMERCIAL OPERATIONS TO DISCUSS UPTON COUNTRY PARK AND ITS OPERATIONS.**

Cllr Griffin welcomed Mr Brewer and Cllr Herrett, and underlined what an important asset Upton Country Park (UCP) was to the residents of Lytchett Minster and Upton as it was easily reachable by walking or cycling.

Members were updated on the continued improvement works to UCP, including the current Wessex Water sewer repairs of Phase 2 and Phase 3, likely to be completed by June 25. Phase 2 of the Discovery Project is launching soon, which focuses on the actual house upgrade.

BCP advised that there is a thriving schools programme attached to the Country Park, of which local schools avail themselves. Other organisations also get involved, such as local scouts and guide. There is also a Forest School and a Dads and Children programme. It was confirmed there was some interaction with Lytchett Minster School.

BCP provided an update the road and crossing improvements scheduled, and Council requested that foot access be scrutinised for safety. It was stated that it is an ambition of the management team at UCP to improve foot and cycle access – they confirmed that near the crossing the pathway has been extended, and yellow lines improved re site line, but noted difficulties due to listed pillars.

Questions were asked about land across from UCP (Creekmoor field off roundabout), it was advised it was still tenanted to the farmer. All options will be considered in the future, but issues such as finances, heathland mitigation and housing targets will also play a role as to whether UCP can be extended in that direction.

The question of bus transport was raised, but there is no finance for this any longer.

BCP also advised that there is an all-terrain mobility scooter on site which is available to hire by those less mobile.

#### **528/24 TO REVIEW NOMINATIONS FOR MAYOR AND DEPUTY MAYOR FOR THE 2025-26 PERIOD IN ADVANCE OF THE MAY ELECTION.**

Members noted the nominations received. Cllr Griffin expressed his disappointment that so few members had submitted a nomination. One member raised the issue of the protocol being unclear so it was agreed to review this at the next Finance & Administration Committee meeting.

#### **529/24 TO CONFIRM THAT THE TOWN COUNCIL ENDORSE A REQUEST BY LYTCHETT MATRAVERS PARISH COUNCIL FOR A SPEED LIMIT REDUCTION FROM 60 MPH TO 4 MPH ALONG HUNTICK ROAD.**

It was **PROPOSED, SECONDED** and **RESOLVED** to support this request.

#### **530/24 TO APPROVE THE DRAFT POLICY FOR THE PROTOCOL FOR THE DEATH OF THE MONARCH (OPERATION MENAI BRIDGE).**

It was **PROPOSED, SECONDED** and **RESOLVED** to adopt this protocol, subject to a couple of linguistic amendments.

#### **531/24 TO NOTE REVISED FINANCIAL REGULATIONS**

Members noted and accepted the changes contained therein and these will be circulated as the latest Council Financial Regulations.

#### **532/24 TO CONSIDER EXPENDITURE OF £300 FOR SPEEDWATCH EQUIPMENT**

This item was deferred until it can be confirmed that the Co-Ordinator did not receive the monies from PACT, as they were searching against the Town Council name, and we did not originally commence the scheme, only inherited it when PACT dissolved.

#### **533/24 TO RECEIVE AN UPDATE ON PROGRESS ON YOUTH PROVISION IN THE TOWN**

The Council were appraised of a recent meeting at Dorset Council with Corporate Director of Children's Services and Corporate Director of Education as well as the relevant portfolio holder. Cllr Robinson, Cllr Griffin and Senior Town Council officers were also in attendance. It was established that there were a couple of funding streams

available, further information on Targeted Youth Workers was given, and what support or help Dorset Council could provide. Further DC information and contacts will be in touch. A joint meeting with Wimborne and Corfe Mullen Town Council will take place next week (1/5) to explore joint working. DYA information contained in the background report was noted.

Discussion revolved around what sort of youth provision should be provided, and who are we targeting – what are the aims and objectives of the service we are trying to deliver. It was agreed that an item 'To discuss Youth Provision' should be added to the next Amenities agenda to continue the discussion.

Cllr Robinson absented himself from the meeting at this juncture (7.40 pm).

#### **534/24 TO CONSIDER THE TOWN COUNCIL SUPPORTING AN ENGINEERING SCHOLARSHIP**

Monies are not available for this in 25/26 budget but a scheme could be worked up for 26/27. Several ideas and options were discussed, but it was felt that more research was needed, and models operating in other areas should be identified for discussion. This item to be reconsidered in June 2025.

#### **535/24 REPRESENTATIVES REPORTS (MAYORAL/DORSET COUNCIL MEMBERS/LUBCA/UPTON TOGETHER/ ETC.):**

**Mayor** - A report from the Mayor was circulated.

**Dorset Councillors:** A report from the Dorset Council Councillors was circulated.

**Speedwatch:** Further sessions had taken place.

**Upton Together:** A reminder of the Easter Event on the Recreation Ground on Easter Sunday at 10 am. It was reported that due to low take-up of COVID vaccinations at Poole Port, Upton Together were not required as much as anticipated.

#### **536/24 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:**

The latest financial summary up to 31 March were noted.

#### **537/24 TO APPROVE ACCOUNTS FOR PAYMENT FOR APRIL 2025 UP TO DAY OF MEETING, AND A FULL MARCH 2025 PAYMENTS LIST:**

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously, that the accounts for payment as presented be approved.

#### **538/24 TO RECEIVE AND APPROVE THE BANK RECONCILIATIONS FOR ALL COUNCIL ACCOUNTS:**

It was **PROPOSED, SECONDED** and **RESOLVED** unanimously, that the bank reconciliations for all Council accounts up to 31 March 2025 as presented be approved.

Councillor Gabriel absented himself from the meeting at this juncture (8.30 pm).

**539/24 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES)  
AND MATTERS FOR FUTURE AGENDAS:**

1. An agenda item to be added 'To consider a speed limit reduction at 'Randall's Hill'.
2. Cllr Evans reported he had walked the new Cordite Trail and commented positively on it.

**There being no further business, the Chair closed the meeting at 8.35pm**

Chair.....

Date.....