

Meeting of Full Council - Weds 26th April 2023 at 7.00 p.m. in the Blanchard Room, Village Hall.

 Tim Watton, Parish Clerk. Council Office, Vineyard Close, Lytchett Matravers BH16 6DD.

Email: lytchettmatravers@dorset-aptc.gov.uk or call 07824 829491.

# A G E N D A

All Council decisions must give due consideration to their impact on the community’s carbon footprint.

**Report by Dorset Councillors (Standing Orders Suspended)**

**Public Participation - (standing orders suspended).**

## **1. To receive and consider apologies for absence.**

## **2. To receive any declarations of interest, and consider any requests for Special Dispensations under Section 33 of the Localism Act 2011**

## **3. To receive and resolve to approve minutes of Council meeting held on 22nd March 2023 and the Extraordinary Full Council meeting held on 12th April.**

## **4. To receive and consider reports of past subject matters on the minutes of the Full Council meetings (for purposes of report only).**

## **5. Chair’s announcements**

## **6. To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting on 8th March 2023 (for purposes of report only)**

## **7. To consider the following recommendations from the Finance & General Purposes Committee meeting of 12th April 2023: -**

## **7.1 To approve a proposal for purchase of 2 of our standard black recycled plastic benches @ £550 each, + £98 delivery i.e. a total of 1198.00 (excl VAT). One is to be located at the Astro and one to be located on the Rec field by the half way line. [Note: LM Football Club have agreed to pay for one bench and half of the delivery = £599 and they will arrange installation.]**

## **7.2 To approve the quote from Dorset Waste Services for bins for the Kings Coronation celebration event: Thursday 4 May 2023 - Deliver 4 x 240L general waste bins to Lytchett Matravers Recreation Ground - Car Park, Upper Entrance. Tuesday 9th May 2023 - Empty and remove 4 x 240L general waste bins from Lytchett Matravers Recreation Ground - Car Park, Upper Entrance. Total charge £144.13 (excl VAT).**

## **8. To consider planning application P/HOU/2023/01198 Dullar Farm Dullar Lane Sturminster Marshall BH21 4AB. To replace existing (unsafe) heating oil tank including upgrading foundations and removing and re-positioning wooden surround.**

## **9. To receive a report from the Huntick Road Cycleway Working Group (for purposes of report only).**

## **10. To receive a report from the Village Environment Working Group (for purposes of report only).**

## **11. To receive a report from the Neighbourhood Plan 2 Working Group (for purposes of report only).**

## **12. To receive a report from the Lytchett Matravers Youth Hall Working Group (for purposes of report only)**

## **13. To receive and consider a report and proposal concerning the risks associated with youth hall refurbishment, stage 1.**

## **14. To receive a progress report on planning of activity towards the local celebration to mark the Coronation, together with a supporting budget proposal for Council decision.**

## **15. To consider a request from a local resident for parking restrictions to be introduced on Deans Drove (emailed to all members at 16:56 on 12th April 2023)**

## **16. To consider a proposal for stage 1 of the construction work on the Lytchett Matravers Youth Hall refurbishment project**

## **17. To consider a proposal to provide a Tesco Mobile phone for the use of the Parish Clerk on Council business in support of remote working.**

## **18. To resolve to approve the following payments already made:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total**  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| British Telecom  | Office phone and broadband – Mar 2023 | 49.60 | 9.92 | 59.52 |
| Homestyle Glazing Ltd | 50% deposit payment for LM Youth Hall window replacements | 4075.00 | 815.00 | 4890.00 |
| SSE | Car park lighting Q4 2022 / 23 | 16.32 | 0.80 | 17.12 |
| Get up and bounce | Initial payment for inflatables for coronation event 7th May – Inv 8665 | 145.00 | 0.00 | 145.00 |
| HSBC Bank | Bank charges to 31 Mar 2023 | 5.00 | 0.00 | 5.00 |
| Octopus Energy | Pavilion energy charges 1 Mar 23 -31 Mar 2023 Inv KI-3D2D83BF-0031 | 52.45 | 2.62 | 55.07 |

**19. To resolve to approve the following payments due:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total**  |
| T Watton | Clerk’s salary – Apr 2023.  | 1138.80 | 0.00 | 1138.80 |
| HMRC | PAYE & ENI – Apr 2023.  | 388.75 | 0.00 | 388.75 |
| Dorset County Pension Fund | LGPS pension contrib Apr 2023  | 420.13 | 0.00 | 420.13 |
| T Homer | Handyman duties, Mar 2023 | 268.25 | 0.00 | 268.25 |
| Idverde Ltd | Cemetery maintenance Apr 2023 Inv no XXXXXXX | TBA | TBA | TBA |
| Lytchett Matravers Village Hall  | Electricity use in Parish Office 27/03/22-21/03/23 | 313.06 | 0.00 | 313.06 |
| DAPTC | Annual subscription plus email (.gov.uk) fasthost mailbox storage  | 989.43 | 0.00 | 989.43 |
| Dorset Council | Land rental –Lytchett Matravers Youth Hall  | 15.00 | 0.00 | 15.00 |
| Dorset Council  | SID service fee (annual) | 750.00 | 150.00 | 900.00 |
| AEC (South West) Electrical Ltd | Works at LM Youth Hall inv 10256  | 1135.00 | 227.00 | 1362.00 |
| BCP Council  | Supply and fit buffalo boards at Astro goal ends  | 1200.00 | 240.00 | 1440.00 |
| B Barker | Reimbursement of expenditure incurred on behalf of Council – fee for one month subscription to Survey Monkey – LM Youth Hall survey | 40.83 | 8.17 | 49.00 |
| A Bush | Reimbursement of expenditure incurred on behalf of Council – grass seed, topsoil, compost, plants…for War memorial site and Huntick Rd verge.  | 232.44 | 35.76 | 268.20 |
| T Watton | Reimbursement of expenditure incurred on behalf of Council – stationery, office supplies and postage  | 33.80 | 5.24 | 39.04 |

## **20. Training by members or the Clerk in the past month (for the purposes of report only).**

## **21.To note any decisions / action taken by Parish Clerk under “Openness of Local Government Bodies Regulations 2014”, Part 3, Paragraphs 6-10, record of decisions and access to documents (for purposes of report only).**

## **22. To note correspondence received.**

Members are reminded that the Parish 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 and any disability); Crime & Disorder; Health & Safety; and Human Rights.

Signed: T Watton Date: April 2023