

Meeting of the Parish Council - Weds 26th July 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.

Copies of related reports for the items below are available on request to the Parish Clerk by 7pm on Tuesday 25th July 2023

# 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.**

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

## **To consider any applications for the casual vacancy on the Parish Council.**

## **4. To receive and resolve to approve minutes of Council meeting held on 28th June 2023.**

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

## **6. Chair’s announcements**

## **7. To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting on 12th July 2023 (for purposes of report only)**

## **8. To consider the following recommendations from the F&GP Cttee meeting on 12th July 2023**

1. To adopt the process as set out in the DAPTC Guidance Note dated 22nd June 2023 for responding to Unauthorised Traveller Encampments within the parish; and to confirm that the Parish Clerk has the delegated authority to agree to the payment of £600 to Dorset Council to enable the police to issue a “Section 62”, if one is required.

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

## **10. To receive a report from the Highways 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 a report on planning towards D-Day anniversary community event in 2024 (for purposes of report only).**

## **14. To receive report on Annual Parish Meeting held 10 June 2023 (for purposes of report only)**

## **15. Consider a proposal for Dropped Kerbs at various locations**

## **16. To resolve to deposit £10,000 in an Ethical Easy Access account with Charity Bank Ltd and that the following be authorised to operate the account on the Council’s behalf: Councillors Karen Korenevsky, Micki Attridge, Kenneth Morgan, and Andrew Huggins.**

## **17. To resolve to confirm to Santander Bank the following signatory / “account operator” changes on the bank mandate for the Council’s Santander Bank accounts; i.e. to remove Maureen Munford, Julie Dyball, Keith Norris, Robin Miller and Dennis Gillard; and add Andrew Huggins, Karen Korenevsky, Kenneth Morgan and Micki Attridge.**

## **Also to confirm to Santander Bank the following full list of organisation members: Councillors Victoria Abbott, Robert Aspray, Micki Attridge, Beverly Barker, Alf Bush, Andrew Huggins, Hannah Khanna, Karen Korenevsky, Kenneth Morgan and Peter Webb. Parish Clerk, Timothy Watton.**

## **18. To receive a report on the request for updated contractors’ prices for phase 1 Youth Hall refurbishment works; to consider these, and to select a contractor to appoint to undertake the specified works**

## **19. To consider and accept quotation for a measured survey of site adjoining the School for potential car park and sports facilities.**

## **20. To consider design for enhancement of Hannam’s Gate entrance to the Rec.**

## **21. To consider design for replacement Parish Council/Village Notice Board on Library Green.**

## **22. To consider design for works adjoining Sports Pavilion and Scout Hut to provide stores for Sports Club, Scouts + Parish Council, 2x external Table Tennis Tables, together with an enhanced Entrance and enlarged Terrace for Pavilion. Proposal to include option for shared/public wheelchair accessible public toilet**

## **23. To consider and approve the Agreement with Wessex Internet for provision of a fibre connection to the Recreation Ground.**

## **24. Report into outstanding legal fees related to the pharmacy steps project.**

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| British Telecom  | Office phone and broadband – June 2023 | 55.98 | 11.19 | 67.17 |
| Fletchamoore (Poole) Ltd | Removal of car park barrier and make good surface | 325.00 | 65.00 | 390.00 |
| SSE | Car park lighting quarter 1 2023/24 | 16.18 | 0.80 | 16.98 |
| HSBC | Bank charges to 30th June 2023 | 5.00 | 0.00 | 5.00 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total**  |
| T Watton | Clerk’s salary – July 2023.  | 1138.80 | 0.00 | 1138.80 |
| HMRC | PAYE & ENI – July 2023.  | 388.75 | 0.00 | 388.75 |
| Dorset County Pension Fund | LGPS pension contrib July 2023  | 420.13 | 0.00 | 420.13 |
| T Homer | Handyman duties, June 2023 | 325.62 | 0.00 | 325.62 |
| Idverde Ltd | Cemetery maintenance June 2023 Inv no 10885420 | 350.60 | 70.12 | 420.72 |
| Haven Memorials Ltd  | Refund of part fee for memorial (local resident)  | 140.00 | 0.00 | 140.00 |
| Dorset Council | Footpath maintenance annual fee – Jubilee Walk and Church Walk  | 490.00 | 0.00 | 490.00 |
| BHIB Ltd | Additional Insurance premium – Sports Pavilion buildings insurance | 350.57 | 0.00 | 350.57 |
| T Watton | Mileage and expenses incurred on behalf of Council | 109.02 | 5.58 | 114.60 |
| Replay Maintenance Ltd | Half yearly service – Astro pitch | 547.50 | 109.50 | 657.00 |
| Ellis Jones Solicitors  | Outstanding legal fees for pharmacy steps project  | 290.80 | 0.00 | 290.80 |

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

## **28.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).**

## **29. 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: July 2023