

Meeting of the Parish Council (Full Council and Finance & General Purposes Committee business combined ) - Weds 9th August 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](mailto: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 8th August 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 F&GP Cttee meeting held on 12th July 2023.**

## **5. To receive and resolve to approve minutes of Full Council meeting held on 26th July 2023.**

## **6. To receive and consider reports of past subject matters on the minutes of the F&GP Cttee meeting (for purposes of report only).**

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

## **8. Chair’s announcements**

## **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 and note the 2023-24 year to date bank reconciliation (for purposes of report only).**

## **14. To receive and consider a report covering 2023-24 year to date income and expenditure (for purposes of report only).**

## **15. To receive and consider a report on the current uptake, waiting list and upkeep of the allotments (for purposes of report only).**

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| British Telecom | Office phone and broadband – July 2023 | 55.98 | 11.19 | 67.17 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total** |
| T Watton | Clerk’s salary – August 2023. | 1138.80 | 0.00 | 1138.80 |
| HMRC | PAYE & ENI – August 2023. | 388.75 | 0.00 | 388.75 |
| Dorset County Pension Fund | LGPS pension contrib August 2023 | 420.13 | 0.00 | 420.13 |
| T Homer | Handyman duties, July 2023 | 354.28 | 0.00 | 354.28 |

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

## **19.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).**

## **20. 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: August 2023