

Meeting of the Parish Council - Weds 24th January 2024 at 7.30 p.m.

Blanchard Room, Lytchett Matravers Village Hall

Alison Clothier, Locum Parish Clerk

Council Office, Vineyard Close, Lytchett Matravers BH16 6DD

Email: [lytchettmatravers@dorset-aptc.gov.uk](mailto:lytchettmatravers@dorset-aptc.gov.uk) or call 07596 885667

Copies of related reports for the items below are available on request to the Parish Clerk by 7pm on Tuesday 23rd January 2024

# 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).

## 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 receive and resolve to approve minutes of the Full Council meeting held on 20th December 2023

## To receive and consider reports of past subject matters on the minutes of the Full Council meeting.

## Chair’s announcements.

## To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting on 10th January 2024.

1. To consider planning application P/FUL/2024/00033 Eldons Drove, Lytchett Matravers, Poole  
   BH16 6HH

Change of use of land from agricultural to garden in line with previously agreed red line of application

1. To consider planning application P/HOU/2024/00133 Amberdene, Middle Road, Lytchett Matravers, BH16 6HJ

Construction of rear extension

## To receive a report from the Village Environment Working Group (VEWG).

## To receive a report from the Highways Working Group.

## To receive a report from the Neighbourhood Plan 2 Working Group.

## To receive a report from the Lytchett Matravers Youth Hall Working Group (YHWG).

## To consider the following recommendations from the Finance & General Purposes Committee meeting of 10th January 2024: -

## 12.1 Approval of 2024-25 Earmarked Reserves forecast

## 12.2 Approval of 2024-25 Project forecast

## 12.3 Approval of 2024-25 CIL forecast receipts / expenses

## 12.4. Approval of 2024-25 expenditure planning

## 12.5 Approval of 2024-25 summary forecast

## 12.6 Approval of a recommended precept for 2024-25 of £114,000, which represents a 3.75% increase on a D Band property.

1. To approve the schedule of Parish Council meetings for 2024/25.
2. Consider proposal for the purchase of solar lighting for the Astro driveway.
3. Consider proposal for the Parish Council to fund the crossing patrol if the Zebra Crossing is constructed.
4. To consider report and accept quotation for construction of Sports Equipment Store between Pavilion and Scout Hut
5. To discuss Lytchett Matravers Summer Events
6. To discuss Co-Option advert and election timetable
7. Consider quotations received for Tree Surgeon Phase 1 (December 2023 report) work identified by tree survey.

## To resolve to approve the following payments already made:

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| RTH Services | Waste Removal at Youth Hall | 275.00 | 0.00 | 275.00 |
| BT | Office phone and broadband fee | 55.98 | 11.19 | 67.17 |
| SSE | Public lighting – October | 18.86 | 0.94 | 19.80 |
| Octopus | Sports Club Electricity – November  Sports Club Electricity – December | 22.74  27.11 | 1.14  1.36 | 23.88  28.47 |
| O2 | Parish Clerk Mobile Phone – December | 11.00 | 2.20 | 13.20 |
| Propel Finance Plc | Monthly repayment for LMPC Clerk’s mobile phone - | 7.42 | 1.48 | 8.90 |
| HSBC | Bank account fee - December | 5.00 | 0 | 5.00 |
| UTB | Bank Charges – December | 30.60 | 0 | 30.60 |

1. To resolve to approve the following payments due:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total** |
| T Homer | Handyman duties, Dec 2023 | 307.39 | 0.00 | 307.39 |
| Alison Clothier | Clerk’s Cover 18/12/23-19/01/24 | 1300.61 | 0.00 | 1300.61 |
| Alison Clothier | Reimbursement for Memorial Tree | 54.17 | 10.83 | 65.00 |
| Mr P Vivian | Clerk’s Salary – January | 514.80 | 0.00 | 514.80 |
| St Mary’s Church | Magazine Subscription – 12 months | 5.00 | 0.00 | 5.00 |
| Water 2 Business | Youth Hall water bill | 105.73 | 0.00 | 105.73 |
| HcECO Ltd | Replacement Heat Pump | 5210.00 | 1042.00 | 6252.00 |

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

## 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).

## 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: A Clothier Date: January 2024