Minutes of the

FINANCE AND GENERAL PURPOSES COMMITTEE
Meeting held on Wednesday 11th December at 7p.m.
in the Blanchard Room, Lytchett Matravers Village Hall

PRESENT: Cllrs R Aspray (Chair), R Ong (Vice Chair), A Bush, A Huggins, and Mrs Julie Wigg (Parish Clerk)

The meeting started at 7.40pm

PUBLIC PARTICIPATION:
No members of public in attendance.

1. **APOLOGIES:** Cllrs H Khanna, K Korenevsky, P Webb, M Rigby, V Abbott and K Morgan
2. **DECLARATIONS OF PECUNIARY INTEREST - AND CONSIDERATION OF REQUESTS FOR SPECIAL DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**
   None.
3. **TO RECEIVE AND APPROVE MINUTES OF THE FINANCE & GEN PURPOSES COMMITTEE MEETING HELD ON 13TH NOVEMBER 2024**
   These minutes were accepted as a true record of the meeting and were duly signed by the Committee Chair.
4. **TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS. (Appendix 1)**

   The following matters were included in the Clerk's report of past subject matters. [nb: comments made or decisions taken at the meeting are shown *in italics)*

Minute No	Action Point	Progress
F&GP, 13 December, Minute 19	Resolve light outside Tesco and Pharmacy	Cllr Abbott reported that they are waiting for a refurbishment which has been postponed. Cllr Abbot will monitor. Ongoing.
F&GP, 14 Feb, Minute 11	Review Risk Register within 3 months and link to Internal Controls and Policy Register	Ongoing
F & GP 12th June Minute 11	To confirm and approve signatories against each of the Parish Council's bank accounts. Clerk to contact banks	**STILL** Ongoing
F&GP 13th Nov Minute 14	Clerk to confirm location of dog waste bins with DC	Emailed DC 14th Nov and have chased twice since. No response
F&GP 13th Nov Minute 14	Clerk to ask DC planning for extension on Blaneys Corner	DC confirmed they will accept comments by email.

i. **ALLOTMENT REPORT (Appendix 1)**
ii. **PLANNING APPLICATIONS (11 APPLICATIONS LISTED, ALL ARE UNDER OFFICER CONSIDERATION) – SEE Appendix 1**

5. **TO RECEIVE AND NOTE THE 2024-25 YEAR TO DATE BANK RECONCILIATION (FOR PURPOSES OF REPORT ONLY).**

   A copy of the bank reconciliation was made available to all members ahead of the meeting and is attached at **Appendix 2** to these minutes.

   It was **RESOLVED** to accept and **APPROVE** this reconciliation.

6. **TO RECEIVE AND CONSIDER A REPORT COVERING 2024-25 COUNCIL INCOME AND EXPENDITURE (FOR PURPOSES OF REPORT ONLY).**

   The report was made available to all members by the Parish Clerk. The income and expenditure report is included in **Appendix 2** to these minutes.

   It was **RESOLVED** to accept and **APPROVE** this report**.**

7. **TO CONTINUE WITH WORK IN PREPARATION TOWARDS A BUDGET PROPOSAL FOR 2025/26. (Appendix 3).**

   It was **RESOLVED** to **APPROVE** the budget proposal and recommend a precept increase to £120,000 which equates to 2.7% for Band D properties to the Full Council for final approval.
   Action: Cllr Aspray to make amendments to the budget proposal and distribute to councillors for their consideration prior to Full Council.

8. **TO CONSIDER A PROPOSAL FOR ADOPTING A RESILIENCE PLANNING POLICY AND PROCEDURE. (Appendix 4)**

   It was **RESOLVED** to **APPROVE** the proposal for adopting a Resilience Planning Policy and Procedure and recommend to Full Council that a working group is formed to complete the task.

   Action: Cllr Ong and Cllr Huggins agreed to form a working group, additional volunteers welcome.

9. **PROPOSAL TO CREATE AND MAINTAIN A PARISH COUNCIL ASSET REGISTER.**

   Cllr Ong asked the Parish Council to consider his proposal to develop a comprehensive document listing all parish council assets, including associated terms and conditions (if applicable). Legal liabilities and duties for which the parish council is responsible. The goal is to safeguard the Parish Council against potential oversights arising from incomplete or incorrect information.

   It was **RESOLVED** to **APPROVE** the creation of an asset register and to form a working group to complete the task.

   Action: Cllr Ong and Cllr Aspray agreed to form a working group, additional volunteers welcome.

10. **TO RECEIVE A REPORT ON THE VIABILITY OF REPAIRING THE VIKING SWING AND CONSIDER A QUOTE FOR REPAIRS. (Appendix 5)**

    It was **RESOLVED** to recommend to Full Council that the Viking Swing be replaced in accordance with the Sutcliffe quote, unless two comparable quotes can be obtained from alternative suppliers.

11. **TO CONSIDER ANY ITEMS FOR AN ARTICLE IN THE NEXT PARISH MAGAZINE**.
    - Fingerposts

12. TO NOTE CORRESPONDENCE RECEIVED.

- Cllr Aspray reported having to use the defibrillator at Tesco over the weekend. However, it was noted that the ambulance service was unaware of its existence. Cllr Huggins has since contacted Tesco, requesting them to register the defibrillator with the ambulance service and ensure it is accurately displayed on relevant maps. Cllr Aspray asked if we should ask Tesco to hand over responsibility to the Parish Council.
  Action: Clerk to investigate if there is company who can provide servicing of the defibrillators.
- Following a meeting with the football club and astro today Cllr Bush has sent an email to Councillors to update them.
- A couple of trees had fallen on the recreation ground, but a resident kindly cleared them. Additionally, a few other trees at Rocket Park are scheduled to be cleared soon.
- Cllr Bush suggested installing a bicycle service station as a memorial for a recently deceased resident. **Action:** Clerk to investigate cost of bicycle service stations.

The meeting closed at 8.32pm

Annotated by Julie Wigg (Parish Clerk)

and approved by Cllr R Aspray (Committee Chair) _____