Minutes of the

FINANCE AND GENERAL PURPOSES COMMITTEE
Meeting held on Wednesday 8th January 2025 at 7p.m.
in the Blanchard Room, Lytchett Matravers Village Hall

1. **PRESENT:** Cllrs R Aspray (Chair), R Ong (Vice Chair), A Bush, A Huggins, P Webb, M Rigby, V Abbott and Mrs Julie Wigg (Parish Clerk)

The meeting started at 7pm

PUBLIC PARTICIPATION:
No members of public in attendance.

2. **APOLOGIES:** Cllrs H Khanna, K Korenevsky, and K Morgan
3. **DECLARATIONS OF PECUNIARY INTEREST - AND CONSIDERATION OF REQUESTS FOR SPECIAL DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**
   None.
4. **TO RECEIVE AND APPROVE MINUTES OF THE FINANCE & GEN PURPOSES COMMITTEE MEETING HELD ON 11th December 2024**
   These minutes were accepted as a true record of the meeting and were duly signed by the Committee Chair.
5. **TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS. (Appendix 1)**

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 February, 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 November, 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 11th December, Minute 7	Cllr Aspray to make amendments to the budget proposal and distribute to councillors for their consideration prior to Full Council	*Cllr Aspray to present report to January F&GP for approval at January 2025 Full Council Meeting*
F&GP 11th December, Minute 8	To consider a proposal for adopting a resilience planning policy and procedure	*Cllr Ong and Cllr Huggins agreed to form a working group, additional volunteers welcome*
F&GP 11th December, Minute 9	Proposal to create and maintain a parish council asset register	Cllr Ong and Cllr Aspray agreed to form a working group, additional volunteers welcome

F&GP 11th December, Minute 10	Recommendation to Full Council that the Viking Swing be replaced in accordance with the best quote	*Order placed with BCP. Awaiting revised quote re: replacing basket swing with flat swing. Viking Swing expected March 2025.*
F&GP 11th December, Minute 12	Clerk to investigate if there are any companies that offer annual servicing for defibrillators	*Emails sent. Awaiting replies*
F&GP 11th December, Minute 12	Clerk to find prices for bicycle repair stations.	*Cllr's will speak to other cyclists to ask if these repair stations are well used.*

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)*

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

6. **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**.

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

7. **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**.

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

8. **TO REVIEW AND RECOMMEND THE FORECASTING BUDGET AS BELOW, FOR APPROVAL BY FULL COUNCIL.**

- Approve 24-25 Forecast
  It was **RESOLVED** to recommend to Full Council that the 24-25 Forecast is **APPROVED**.
- Approve 25-26 BAU (Business as usual) Budget
  It was **RESOLVED** to recommend to Full Council that the BAU Budget is **APPROVED.**
- Approve Earmarked Reserves
  It was **RESOLVED** to recommend to Full Council that the Earmarked Reserves are **APPROVED.**
- Approve Project Budget
  It was **RESOLVED** to recommend to Full Council that the Project Budget is **APPROVED.**

9. **TO RETROSPECTIVELY APPROVE THE PRE-APPLICATION FEE TO DORSET COUNCIL FOR THE PROPOSED CROSSING FACILITY.**

It was **RESOLVED** to retrospectively **APPROVE** the Pre-Application fee to Dorset Council for the proposed crossing facility.

Action: Clerk to email DC to confirm they've received payment.

10. TO CONSIDER ANY ITEMS FOR AN ARTICLE IN THE NEXT PARISH MAGAZINE.

- Neighbourhood Plan – link back to previous NP to show what improvements have been made.
- Viking Swing
- Improvements in the village
- Parish Council vacancy

11. TO NOTE CORRESPONDENCE RECEIVED.

- **Park Improvements:** Cllr Rigby reported that several residents have inquired about plans to improve the park. Cllr Huggins will approach three suppliers to develop potential designs, which will then be shared with the community for feedback. Cllr Ong noted that many children attending the Youth Hall have expressed interest in upgrading the skatepark. He will explore options, including obtaining prices and design proposals for this project.
- **Lights outside Tesco:** Cllr Abbott asked if we could contact the manager and ask for the lighting to be improved. **Action:** Cllr Bush has a solar light that could be used. Cllr Abbott will speak to Tesco and ask if we can install it as a temporary measure and eventually investigate lighting as part of the improvements of the island.
- **Astro lights:** Cllr Abbott asked when the electrics are being fixed. Cllr Huggins said he has chased the electrician, but the weather has been against them.

The meeting closed at 7.50pm.

Annotated by Julie Wigg (Parish Clerk)

and approved by Cllr R Aspray (Committee Chair) _____