MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Full Council Meeting, Wednesday 22nd January 2025 7.00 p.m.
in the Blanchard Room, Village Hall.

PRESENT were Cllrs A Huggins, P Webb, K Morgan, R Aspray, K Korenevsky, R Ong, M Rigby

Also present: Dorset Councillor, Cllr A Brenton, Cllr S Robinson

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)
No members of public in attendance

DORSET COUNCILLORS' REPORT

The report was noted. (Appendix 1)

- Dorset Council (DC) is currently undertaking a comprehensive review of its assets, with a particular focus on its farms.
- Discussions on devolution are ongoing, with a preference expressed for collaboration with South Somerset and Wiltshire; however, no final decisions have been made at this stage.

1. **TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE.**
   Cllr Bush, Cllr H Khana, Cllr Abbott, Dorset Councillor A Starr

2. **TO RECEIVE ANY DECLARATIONS OF INTEREST AND CONSIDER ANY REQUESTS FOR SPECIAL DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**
   None

3. **TO RECEIVE AND RESOLVE TO APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 18th DECEMBER 2024**

   It was **RESOLVED** to **APPROVE** the minutes of this meeting as true records of it. The minutes were duly signed the Council Vice Chair.

4. **TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS ON THE MINUTES OF THE FULL COUNCIL, 18th DECEMBER 2024 – SEE CLERKS REPORT. (Appendix 2)**

Minute	Action Point	Progress
Minute 17, Full Council,25.10.23	Parish Clerk to instruct the preferred contractor for the repairs to the Churchyard / cemetery wall.	*Contractor confirmed work will commence w/c 25th November. Delayed due to weather* ***Cllr Ong updated that the soakaway is being done first followed by the wall.***
Minute 10, Full Council 27.3.24	Cllr Khanna to circulate suggestions for Parish Council sign	*Ongoing*

Minute 8, Full Council 24.4.24	Cllr Khanna to liaise with Youth Hall Committee about Youth Hall signs	*Ongoing*
Minute 11, Full Council 22.5.24	Clerk to confirm all bank account signatories	***Still** ongoing*
Minute 15, Full Council 25.9.24	Clerk to instruct DC to carry out traffic surveys	*2 of the surveys have taken place (reports in Dropbox). Unfortunately, 1 of the sites in Huntick Road was vandalised and will need to be repeated in the New Year. It is on DC's programme for completion asap in January.*
Minute 6.2 Full Council 18.12.24	Adoption of a resilience policy and procedure, and to establish a working group to oversee and complete the task	*Cllr Ong to form a working group*
Minute 6.3 Full Council 18.12.24	Creation of an asset register and the establishment of a working group to oversee and complete the task.	*Cllr Aspray to form a working group*
Minute 6.4 Full Council 18.12.24	Replacing the Viking Swing in accordance with the Sutcliffe quote, unless two comparable quotes can be obtained from alternative suppliers.	*No comparable quotes obtained. Clerk instructed PBS to go ahead. The parts for the Viking Swing are expected in March 2025.*
Minute 9 Full Council 18.12.24	Deadline for Parish Council vacancy	***Deadline extended to the 15th February***
Minute 12 Full Council 18.12.24	Cllr Ong and Clerk to liaise with PBS to get a quote for the Youth Hall carpark	*Cllr Ong met with Simon from PBS on the15th January 2025.* ***Awaiting quote.***

5. TO RECEIVE AND NOTE THE CONTENT OF THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING ON 8th JANUARY 2025.

The minutes were received and noted.

6. TO CONSIDER THE FOLLOWING RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF THE 8th JANUARY 2025.

6.1 To review and recommend the forecasting budget as below, for approval by Full Council.

6.1.1 Approve 24-25 Forecast
It was **RESOLVED** to **APPROVE** the 24-25 Forecast

6.1.2 Approve 25-26 BAU (Business as usual) Budget
It was **RESOLVED** to **APPROVE** the BAU budget

6.1.3 Approve Earmarked Reserves
It was **RESOLVED** to **APPROVE** the Earmarked Reserves

6.1.4 Approve Project Budget
It was **RESOLVED** to **APPROVE** the Project Budget

7. TO APPROVE SUBMISSION OF PRECEPT FORM TO DORSET COUNCIL.

It was **RESOLVED** to **APPROVE** the submission of the Precept form to Dorset Council.

8. CHAIR'S ANNOUNCEMENTS.

Cllr H Khanna emailed this evening to resign as Councillor with immediate effect.
ACTION: Clerk to contact DC to advise and request a notice of vacancy to display.

9. **TO RESOLVE TO APPROVE BOTH PAYMENTS MADE AND PAYMENTS TO BE MADE. (Appendix 3)**

It was **RESOLVED** to **APPROVE** both payments made and payments to be made.

10. **TO AGREE A NEW DEADLINE FOR APPLICATIONS FOR THE VACANCY OF PARISH COUNCILLOR**.

It was **RESOLVED** to **APPROVE** the new deadline of the15th February 2025 for the vacancy of Parish Councillor.

11. **TO APPROVE TO ADD JULIE WIGG AS SIGNATORY TO THE SANTANDER BANK ACCOUNT.**

It was **RESOLVED** to **APPROVE** Julie Wigg as signatory to the Santander Bank Account.

12. **TO CONSIDER PROPOSAL FOR ELECTRICAL TESTING OF ASTRO LIGHTS CABINET AND PATH LIGHTING.**

It was **RESOLVED** to **APPROVE** the quote for the testing of the Astro lights cabinet and investigate the viability of driveway lights for the path.

13. **TO CONSIDER A REPORT ON THE LYTCHETT ASTRO REPLACEMENT. (Appendix 4)**

It was **RESOLVED** to **APPROVE** the recommendation from LMSC that the PC reviews the full plan for the site as a sports complex and coordinates any surface replacement with the overall plan. It was noted that replacement will be needed in 2027.

14. **TO APPROVE F&GP AND FULL COUNCIL MEETING DATES FOR 2025-26 (Appendix 5)**

It was **RESOLVED** to **APPROVE** the meeting dates for 2025-26.

15. **CONSIDER THE INSTALLATION OF NEW BENCHES ON LIBRARY GREEN.**

It was **RESOLVED** to **APPROVE** the installation of a new bench on Library Green and liaise with the pharmacy regarding which bench to purchase. The Parish Council will offer to carry out the installation as their contribution.
ACTION: Clerk to contact the pharmacy.

16. **CONSIDER AND APPROVE A GRANT APPLICATION RECEIVED FROM LIFE EDUCATION WESSEX. (Appendix 6)**

It was **RESOLVED** to **APPROVE** the grant application to Life Education Wessex.

17. **P/HOU/2025/00081 CONSIDER PLANNING APPLICATION AT BENNIC FARM DOLMANS HILL LYTCHETT MATRAVERS BH16 6HP - REPLACEMENT ENTRANCE GATES AND FENCE PANELS.**

It was **RESOLVED** that the Parish Council has **NO OBJECTION** to the planning application.

18. **TO RECEIVE A REPORT FROM THE HIGHWAYS WORKING GROUP (DCHWG). (Appendix 7)**
The report was noted.

18.1 Tesco – planning application has been amended slightly. It is going to the planning committee on the 26th February 2025.

18.2 High Street Crossing – we have requested a pre-application consultation and are waiting for a date.

18.3 Huntick Road – is still ongoing. Vicki Slade MP has said she'd like to meet the Parish Council.

19. **TO RECEIVE A REPORT FROM THE NEIGHBOURHOOD PLAN 2 WORKING GROUP (NP2WG). (Appendix 8)**
The report was noted.
The Clerk requested that Councillors interested in attending the DAPTC Future Planning meeting scheduled for 4th March inform her so she can book their places.

20. TO RECEIVE A REPORT FROM THE LYTCHETT MATRAVERS YOUTH HALL WORKING GROUP (YHWG). (Appendix 9)

The report was noted.

21.TO RECEIVE A REPORT FROM THE VILLAGE ENVIRONMENT WORKING GROUP (VEWG). (Appendix 10)

The report was noted.

21.1 Cllr Morgan is in the process of putting together a quote for the noticeboards and also investigating options for the ongoing maintenance of paths.

22. TRAINING BY MEMBERS OR THE CLERK IN THE PAST MONTH (FOR THE PURPOSES OF REPORT ONLY).

None

24. 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).

None reported

25. TO NOTE CORRESPONDENCE RECEIVED.

25.1 Cllr Rigby raised concerns from parents about the issue of dog waste outside the school and inquired about potential solutions. Cllr Huggins suggested contacting the Dorset Council (DC) Dog Warden and requested if they could visit during lunchtime hours. Cllr Aspray recommended that each instance of the issue be logged.
ACTION: Clerk to contact the Dog Warden to make the request.
ACTION: Clerk to also reach out to the school to ask if the matter can be mentioned in their newsletter, and the Parish Council will include it in the Parish Magazine.

25.2 Cllr Aspray provided apologies for his absence at the upcoming meetings due to travel commitments, returning on 2nd April.

25.3 Cllr Ong reported that the Youth Hall requires additional waste bins, as he has been personally taking the rubbish home. It was agreed that Cllr Ong will obtain a quote for a commercial bin.

25.4 Cllr Morgan drew attention to the Village Hall (VH) plan, noting that further consultation will take place.

The meeting closed at 8.30pm.

Annotated by/on Julie Wigg, Parish Clerk

Signed by_____