Minutes of the

FINANCE AND GENERAL PURPOSES COMMITTEE
Meeting held on Wednesday 12th March 2025.
in the Youth Hall, Lytchett Matravers, BH16 6BD

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

The meeting started at 7pm

PUBLIC PARTICIPATION:
No members of public in attendance.

2. **APOLOGIES:** Cllr R Aspray, K Korenevsky

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 12th February 2025**

   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. (Clerks Report, including allotments and planning applications).**
   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) **(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 13th November, Minute 14	Clerk to confirm location of dog waste bins with DC	*See Minute 10, 12th February*
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.* ***Ongoing***
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.* ***Ongoing***
F&GP 11th December, Minute 10	Recommendation to Full Council that the Viking Swing be replaced in accordance with the best quote	*Viking Swing expected March 2025. Repairs will be carried out at same time.*
F&GP 8th January	Cllr Abbott asked if we could contact the Tesco	*Cllr Bush has a solar light that could be*

Minute 11	manager and ask for the lighting to be improved.	*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.* ***Cllr Abbott to speak to manager. Clerk to write to Whitelock developments – poor lighting – can they help. couple of solar lights fixed to the wall***
Minute 10, 12th February F&GP	Bin audit	*Continue with audit. Once map finalised Cllr Morgan will update bin locations on to Parish Online* ***ongoing***
Minute 16.5, 12th February F&GP	Cllr Abbott expressed her concern about litter and glass around the Astro	*Cllr Bush will make arrangements for it to be cleared.*

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 PARISH COUNCILS' POLICIES AND PROCEDURES (SEE REPORT IN DROPBOX) AND MAKE RECOMMENDATION TO FULL COUNCIL TO ADOPT/RE-ADOPT THEM.

It was **RESOLVED** to **RECOMMEND** to Full Council that policies and procedures are reviewed/adopted as necessary.

9. TO CONSIDER AND APPROVE CITIZENS ADVICE REQUEST FOR FUNDING FOR A FURTHER YEAR.

It was **RESOLVED** to **RECOMMEND** to Full Council that the request for funding for a further year is **APPROVED**.

10. TO REVIEW THE BIN AUDIT AND AGREE THE NEXT STEPS.

- What existing bins need replacing
- Where do we need new bins/consult with the community.
- New bins – where how we can organise additional collections.

11. TO CONSIDER AND APPROVE A QUOTE FOR OUTSIDE LIGHTING AT THE YOUTH HALL.

The specification has now changed and new quotes are being sought so this will be deferred to the next F&GP.

12. TO CONSIDER AND APPROVE QUOTE FOR FIRE EXTINGUISHER SERVICING AT THE YOUTH HALL (THREE-YEAR CONTRACT).

It was **RESOLVED** to **APPROVE** the quote for the fire extinguisher servicing at the Youth Hall and ask AEC to supply and quote for the Parish Office and Sports Pavillion.
Action: Cllr Ong will contact AEC, instruct them to go ahead and also ask them to quote for supply and servicing of the Parish Office and Sports Pavillion.

13. **TO CONSIDER A REQUEST FROM A MEMBER OF PUBLIC TO HAVE USE OF THE ALLOTMENTS WATER FOR A PERIOD OF 12 MONTHS (OR UNTIL HER WATER SUPPLY HAS BEEN RESTORED – WHICHEVER IS SOONEST).**

    It was **RESOLVED** to refuse the request.

    Action: Clerk to email the member of the public, advising them to contact bulk water carrier companies that can supply various quantities of water to meet their needs.

14. **TO CONSIDER AND APPROVE CLLR ABBOTTS PROPOSAL TO REMOVE THE HEDGE OUTSIDE THE ENTRANCE TO THE MUGA PATH.**

    It was **RESOLVED** to **APPROVE** removal of the hedge and install a new fence.

    Action: Cllr Bush will write a specification of works and the Clerk will obtain three quotes.

15. **TO CONSIDER GROUNDWORKS NEEDED FOR NEW BENCHES BY PHARMACY.**

    It was **RESOLVED** to **APPROVE** the groundworks for the base for the new benches that have been purchased by the Pharmacy.

    Action: Cllr Morgan to purchase materials and the Guerilla Gardeners will carry out the work.

16. **TO CONSIDER AND APPROVE BCP COUNCIL'S QUOTE FOR GRASS CUTTING AT FOXHILLS AND THE ANNUAL PLAYGROUND INSPECTION.**

    It was **RESOLVED** to **RECOMMEND** to Full Council that the quote for both grass cutting and the playground inspection be **APPROVED**.

17. **TO CONSIDER AND APPROVE NEXT STEPS FOR THE HIGH ST. CROSSING/PARKING SURVEY.**
    Cllr Morgan knows of residents that would be willing to carry out the Parking accumulation study but Councillors were concerned about the validity of the study. With this is mind Cllr Morgan proposes that we accept the quote from Nationwide Data.

    It was **RESOLVED** to **RECOMMEND** to Full Council that the quote from Nationwide Data Collection is **APPROVED.**

18. **TO CONSIDER AND APPROVE NEXT STEPS FOR ELDONS DROVE POND.**
    Councillors are happy with Cllr Morgans proposal and look forward to receiving further details/quotes at Full Council. **Action:** Clerk to find template for pond risk assessment.

19. **TO CONSIDER AND APPROVE A QUOTE FOR THE PARISH COUNCIL NOTICEBOARD.**

    It was **RESOLVED** to **RECOMMEND** to Full Council that the quote and **Cllr Morgan's recommendations** for the noticeboard are **APPROVED**.

20. **TO CONSIDER AND APPROVE THE NEXT STEPS FOR TESCO SERVICE ROAD.**
    Cllr Morgan has not had a response from Tesco's project manager and cannot proceed until he has received a response.

    Action: Cllr Abbott will find a contact and will advise Cllr Morgan.

21. **TO CONSIDER AND APPROVE THE NEXT STEPS FOR THE SCHOOL CROSSING.**
    Cllr Huggins advised that, as agreed, the flyers and banner have been ordered and will be displayed when the consultation is live (which should be mid to late March).
    Action: Cllr Huggins to contact DC and confirm date of consultation.

22. TO RECEIVE AN UPDATE ON THE DAPTC PLANNING SEMINAR.

Councillors thanked Cllr Rigby for the update.

23. TO RECEIVE AN UPDATE ON THE LYTCHETT ASTRO.

Cllr Bush confirmed that he and Cllr Webb met with Dorset Football Association to discuss the replacement of the astro surface, which is estimated to cost around £85,000. It appears unlikely that Dorset FA will provide funding. They have been advised to develop a Football Facility Plan to assess local pitch demand. If a shortage of capacity can be demonstrated, funding opportunities may become available. Cllr Abbott confirmed that there are currently not enough pitches during match times and will provide Cllr Bush with relevant contacts. Cllr Rigby suggested that a MUGA (Multi-Use Games Area) might be more popular to accommodate a range of sports, rather than limiting it to football. Cllr Bush agreed and said that funding might be more accessible if a different scheme is proposed and would like to explore the possibility of converting it to a MUGA.

24. TO RECEIVE AN UPDATE ON THE RECREATION WILD AREA PLAN.

It was agreed that Idverde wouldn't cut the wild area in the recreation area.
Action: Cllr Bush to advise Idverde.

25. TO RECEIVE A REPORT ON THE SUMMER FESTIVAL TRADING LICENCE.

The report was noted.

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

- A constructive meeting with projects approved including the pond, replacement noticeboards and benches at the pharmacy.
- Keep an eye on our website for the DC consultation.

27. TO NOTE CORRESPONDENCE RECEIVED.

27.1 PTA have asked for a donation towards their Easter egg hunt for Pre-school up to year 6. It was agreed to purchase £50 of easter eggs using the Chairmans Allowance.

27.2 The Clerk confirmed she received an enquiry from a resident regarding a hedge bordering their property in Foxhills which they think is owned by Aster HA– Cllr Brenton is investigating. Cllr Webb advised that they need to confirm whose land it is on. Cllr Abbott will try and find a contact to pass on to Cllr Brenton.

27.3 Cllr Morgan reported that the company handling the fingerposts has submitted a revised price due to increased casting costs. He will make every effort to reduce expenses, including potentially reducing the lettering and seeking additional grant funding from the AONB. However, councillors agreed that the fingerpost is an important feature and should proceed, with any additional costs to be **approved retrospectively at Full Council.**

27.4 Cllr Morgan wanted to make the Council aware that when he parked along Eldon's Drove a resident became angry and said he was parking on his land, so Cllr Morgan moved his car. However, after checking the Land Registry, Cllr Morgan confirmed that the area in question is Highways land. He asked whether the Council should respond to the resident, but it was **agreed not to contact the resident and to retain the correspondence for reference.**

The meeting closed at 8.57pm

Annotated by Julie Wigg (Parish Clerk)

and approved by Cllr R Ong (Committee Vice Chair) _____