Lytchett Matravers Parish Council

Dear Councillor,

You are summoned to attend the Full Council meeting of the Parish Council to be held on Wednesday 25th June 2025 at 7pm in the Blanchard Room, Lytchett Matravers Village Hall.

Julie Wigg, Parish Clerk
Council Office, Vineyard Close, Lytchett Matravers BH16 6DD.
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 24th June 2025

AGENDA

All Council decisions must give due consideration to their impact on the community's carbon footprint.

Public Participation - (standing orders suspended).

Report by Dorset Councillors (Standing Orders Suspended)

1. To receive and consider apologies for absence.
2. To receive any declarations of interest, and consider any requests for Special Dispensations under Section 33 of the Localism Act 2011
3. To receive and resolve to approve minutes of the Full Council meeting held on 28th May 2025.
4. To receive and consider reports of past subject matters on the minutes of the Full Council, 28th May 2025 – see Clerks Report, including allotments, cemetery and planning decisions.
5. To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting on the 11th June 2025
6. To consider the following recommendations from the Finance & General Purposes Committee meeting of the 11th June 2025

   6.1 To consider options for the youth hall booking system, following a misunderstanding regarding the costings

   It was **RESOLVED** that the Parish Council make a recommendation to Full Council to subscribe to the Scribe Booking System at a cost of £200 set up fee and then £26 per month.

   6.2 To consider the report received from Replay Maintenance and determine whether to approve the proposed quote for maintenance.

   It was **RESOLVED** that the Parish Council make a recommendation to Full Council that the proposed quote for £2295 plus VAT, and entrance matting for £195 plus VAT is **ACCEPTED.**

6.3 To review the revised terms of reference for the finance & general purposes committee and consider recommending their adoption by full council

It was **RESOLVED** to make a recommendation to Full Council that the Terms of Reference are adopted.

7. Chair's announcements.
8. To approve the schedule of payments, including those made and pending.
9. To consider and approve the revised accounting statements in Section 2 of the Annual Governance and Accountability Return (AGAR) for the year ending 31st Mar 2025.
10. To approve the revised dates for the Exercise of Public Rights - Monday 30th June 2025 (announcement date) 1st July (inspection period starts) until the 11th August 2025.
11. To consider and approve a proposal from Dorset Saunas (Selby's Yard) to site a mobile Sauna for a trial period at the Recreation Ground.
12. To consider and approve the Dorset Council school crossing contract.
13. To approve the revised dates for the January 2026 F&GP and Full Council meetings, now proposed for the 14th and 21st January respectively.
14. **P/HOU/2025/03037** - 6 Old Pound Close Lytchett Matravers BH16 6BW. Erect side and rear extensions and new front porch, demolish existing garage and outbuilding.
15. **P/FUL/2025/02798** Land and Barn West of Eddy Green Road Lytchett Matravers Proposed foul water treatment plant and drainage field, and surface water drainage soakaway, in respect to Prior Approval - Agricultural to dwelling Approval P/PAAC/2023/04617
16. **P/FUL/2025/03026** Poole House Jennys Lane Lytchett Matravers BH16 6BP
Demolish existing building and store, remove tennis court and erect 3no dwellings with associated parking and landscaping
17. To approve the quote from Aerial Tree Services for the clearance by the Astro and instruct him to go ahead in the Autumn (out of nesting season).
18. To approve a proposal to submit a planning application for a sports complex behind Lytchett Matravers Primary School.
19. To consider and approve a quote to move the Clerks and Councillors emails addresses to a new Gov.uk address.
20. To consider and approve the new design for Parish Council signage.
21. To consider the status of Old School Green.
22. To consider the installation of an additional post by the Sports Pavilion heat pump.
23. To consider a strategic plan for Parish Council assets.
24. To receive a report from the Highways Working Group. (DCHWG).
25. To receive a report from the Neighbourhood Plan 2 Working Group (NP2WG).
26. To receive a report from the Lytchett Matravers Youth Hall Working Group (YHWG).
27. To receive a report from the Village Environment Working Group. (VEWG).

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

29. 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).

30. 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: *Julie Wigg*
Parish Clerk

Date: 18th June 2025

Dates of next meetings:
F&GP 9th July 2025
Full Council 23rd July 2025

Council Office, Vineyard Close, Lytchett Matravers BH16 6DD
Email: lytchettmatravers@dorset-aptc.gov.uk or call 07596 885667