Lytchett Matravers Parish Council

Dear Councillor,

You are summoned to attend the Full Council meeting of the Parish Council to be held on Wednesday 24th September 2025 at 7pm in the Blanchard Room, Lytchett Matravers Village Hall.

Julie Wigg, Parish Clerk
Council Office, Vineyard Close, Lytchett Matravers BH16 6DD.
clerk@lytchettmatraversparishcouncil.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 23rd September 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 & Finance & General Purposes meeting held on 13th August 2025.
4. To receive note the comments of the Finance & Gen Purposes Committee meeting held on 10th September 2025.
5. To consider the following recommendations from the Finance & General Purposes Committee meeting of the 10th September 2025.
   - 5.1 To approve recommendations that while a budgeted figure is in place, if an application is received and sufficient funds are available, LMPC may consider awarding a higher sum. There are no restrictions on the timing of applications, in line with the Reviewed Grant Awarding Policy & Procedures and updated application form.
6. To approve the schedule of payments, including those made and pending.
7. To receive and consider reports of past subject matters on the minutes of the Full Council and Finance & General Purposes meeting on the 13th August 2025 – see Clerks Report

10. Chair's announcements.
11. To review and approve the updated Procurement provisions within the Standing Orders.
12. To review and approve the updated Working Group Terms of Reference.
13. To receive an update on Assertion 10 of the Annual Governance Statement and consider the actions required going forward.

14. To review and approve the adoption of the IT policy and Bring your own Device policy in line with Assertion 10 requirements.

15. To consider a date for the Autumn litter pick

16. To consider instructing Dorset Council to carry out a SID survey.

17. To consider grant applications from Life Wessex and STARS Dorset.

18. To consider the current situation regarding the Village Hall following the retirement of all committee members, and to discuss both future management arrangements and appropriate ways to formally recognise the service of the outgoing committee.

19. To confirm whether the Parish Council wishes to proceed with the Summer Festival, and if so, to agree the proposed date of Saturday 20th June 2026 with a budget of £4500.

20. **P/LBC/2025/05246** Dullar Farm Dullar Farm Lane Sturminster Marshall BH21 4AB
Fitting of external heating boiler unit to front elevation

21. **P/HOU/2025/05260** Erect rear extension with flat roof.
2 Lions Court Wimborne Road Lytchett Matravers BH16 6HQ

22. **P/FUL/2025/05478** Land to the rear of 38 Wareham Road Lytchett Matravers Poole BH16 6DR
Retain the timber stable/barn and proposed use for accommodation of livestock (horses and goats) with ancillary storage

23. To receive a report from the Highways Working Group. (DCHWG).

24. To receive a report from the Neighbourhood Plan 2 Working Group (NP2WG).

25. To receive a report from the Lytchett Matravers Youth Hall Working Group (YHWG).

26. To receive a report from the Village Environment Working Group. (VEWG)

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

25. 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).

26. 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* **Date:** 19th September 2025
Parish Clerk

Dates of next meetings:

Finance & General Purposes - 8th October 2025
Full Council – 22nd October 2025

Council Office, Vineyard Close, Lytchett Matravers BH16 6DD
Email: clerk@lytchettmatraversparishcouncil.gov.uk or call 07596 885667