Lytchett Matravers Parish Council

Dear Councillor,

You are summoned to attend the Full Council meeting of the Parish Council to be held on Wednesday 22nd October 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 21st October 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 24th September 2025.

4. To receive and note minutes of the Finance & Gen Purposes Committee meeting held on 8th October.

5. To approve the schedule of payments, including those made and pending.

6. To receive and consider reports of past subject matters on the minutes of the Full Council, 24th September 2025 – see Clerks Report

7. Chair's announcements.

8. To consider the next steps for building signage

9. To consider the next steps for mobile phone mast.

10. To consider making a formal request to developers to provide a suitable location for a public defibrillator on the new Wareham Road housing development and on future major developments.

11. To receive an inspection report from Caloo and consider replacing the damaged piece of equipment (seatless chest press/lap pull) at a cost of £2197.80.

12. To consider and approve the quote received from Sherborne Turf for 5 bags of bark chippings for the play area at a cost £741.48.

13. To consider and approve the quotation of £120 from Steve Mills for the tidying of the overgrown roundabout at Landers Reach, and to authorise him to undertake annual maintenance.

14. To consider and approve a quote from Aerial Tree Services to clear the pathway at Foxhills at a cost of £850 plus VAT.

15. To consider appointing AEC to carry out the Paris Councils PAT testing at a cost of £1 per item with a £59 site attendance fee (up to 100 items).

16. To obtain 3 quotes for the role of internal auditor for 2026/7 onwards due to current contract term being completed.

17. To consider and agree the Project Funding that is to be achieved in the 2026/27 financial year.

18. To consider and agree a Reserves policy.

19. To consider the projected financial outturn for the current financial year 2025/26 and to formulate the budget for the 2026/27 financial year.

20. To receive and approve the LMPC Fire Risk Policy.

21. To receive and approve the LMPC PAC testing policy/regime.

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

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

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

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

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

27. 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).

28. 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:** 16th September 2025
Parish Clerk

Dates of next meetings:
Finance & General Purposes: 12th November 2025
Full Council: 26th November 2025

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