Lytchett Matravers Parish Council

Dear Councillor,

You are summoned to attend the Finance & General Purposes meeting of the Parish Council to be held on Wednesday 12th November 2025 at 6.30pm in Lytchett Matravers Village Hall, Lytchett Matravers, BH16 6DD

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 11th November 2025

A G E N D A

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

Public Participation - (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 consider and approve the response to the Dorset Local Plan Consultation.
4. To receive and approve minutes of the Finance & Gen Purposes Committee meeting held on 8th October 2025.
5. To receive and note the 2025-26 year to date bank reconciliation - for purposes of report only and for approval by Cllr Aspray.
6. To receive and consider a report covering 2025-26 year to date income and expenditure (for purposes of report only).
7. To review the first 6 months financial performance against annual budgets assisting the 2026/7 budget forecasting.
8. To receive and review the proposed Budget for 2026/27 to be submitted to Full Council for approval.
9. To receive the Prudential Statement as at the 31st October 2025.
10. To consider and approve a proposal to designate Prudential Funds as the Earmarked Reserves.
11. To consider and approve designating HSBC as the Council's CIL account and transferring £33,802.67 from the Santander Business Account no: 69722287 to ensure the total CIL balance reflects £92,816.
12. To agree to obtain quotes for the trimming of the High Street hedge.
13. To agree to obtain quotes for the major cutback of the War Memorial hedge.

14. To consider and approve £100 advance for the PC Christmas get together on December 17th using funds from the Chairs Allowance.

15. To consider and approve £100 advance for the annual end of season gift to the GG volunteers using funds from the Chairs Allowance.

16. To consider and approve quotes from Print in the Bag for the Parish noticeboard and building signage.

17. To consider whether to submit an insurance claim for the replacement of the damaged chest press in the outdoor fitness equipment, and to agree payment of the £250 excess if a claim is made.

18. To retrospectively approve the quotation for tree stump removal at a cost of £600, and to note that Minute 17 of the Full Council meeting held on 26th June 2025 approved the clearance of the Astro area up to the gate line at a cost of £1,500 plus VAT, plus £950 plus VAT for the installation of the fence.

19. To consider Black Bear Land Services additional re-tidying quote of £180 for the Astro site.

20. To discuss antisocial behaviour issues at the Astro and agree any necessary actions.

21. To consider supporting the Village Directory Folder following a request from Friends of Lytchett Matravers Library.

22. To consider a request for Lytchett Matravers Parish Council to support the proposal for a circular "Lytchett Bus 10" service linking Lytchett Matravers, Lytchett Minster, and Upton.

23. To consider a request from Joe Wright, owner of Ojo's Pizza Van, to operate from the Village Hall car park on a monthly basis (Tuesday evenings), and to agree any associated terms or conditions.

24. To consider and approve the quote of £832.42 from BCP for play area repairs identified in the recent inspection report.

25. To consider and approve the quote from Evolution Skateparks for repairs to the Skate Park as identified in the recent inspection report.

26. To consider proposals arising from Village Bin appraisal.

27. P/FUL/2025/06195 Water Tower Field Colehill Road Lytchett Matravers Erect a 2.1m fence and gate along the Colehill Road frontage to secure the site.

28. P/HOU/2025/05992 206 Wareham Road Lytchett Matravers BH16 6DU Retain Garage conversion forming 1 bedroom annexe ancillary to existing dwelling

29. To review the Parish Clerks role, salary and hours.

30. To consider items for articles in the next Parish Magazine.

31. 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.

Dates of Next Meetings:
Full Council – 24th November
Finance & General Purposes – 10th December
Full Council – 17th December

Signed *Julie Wigg*
Parish Clerk/RFO

Date 6th November 2025