Dear Councillor,

You are summoned to attend the Full Council meeting of the Parish Council to be held on Wednesday 25th March 2026 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 24th March 2026

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 consider applications for co-option to the council.

4. To receive and resolve to approve minutes of the Full Council meeting held on 25th February 2026.

5. To receive and note minutes of the Finance & Gen Purposes Committee meeting held on 11th March 2026.

6. To consider and approve the following recommendations from Finance & General Purposes Committee meeting held on the 11th March 2026
   - 6.1 To review and make a recommendation to full council to approve the amendment to LMPC financial regulations - item 5.5 (changed from £30,000 to £60,000).
   - 6.2 To consider and approve the location and quote £385 plus £35 delivery plus VAT) for the purchase of the memorial bench to the late Dave Bowsher with the understanding the Mrs Bowsher will reimburse the PC.
   - 6.3 To approve the quote for the renewal of the continuation of grounds maintenance (£3,561.20 plus VAT per annum) and annual playground inspections (£359.55 plus VAT per annum) in Lytchett Matravers for April 2026 – March 2027.
   - 6.4 To approve the grant application of £8000 from Lytchett Matravers village hall but due to the amount of work still required it was recommended that this amount is increased to £25,000 and the remaining £17,000 is kept aside for match funding.

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

8. To receive and consider reports of past subject matters on the minutes of the Full Council, 25th February 2026– see Clerks Report.

9. Chair's announcements.

10. To retrospectively approve the SLA for the School Crossing Patrol for April 2026 – March 2027 at a cost of £7672.

11. To approve the transfer of £50,000 from Unity Trust Bank to Lloyds bank account no. 56199968

12. To consider and approve the updated asset register.

13. To receive and consider a proposal to subscribe to the Scribe Civic-ly Asset Management programme.

14. To note the increase in the National Living Wage from £12.21 to £12.71 per hour, as from the 1st April 2026, in relation to the Handyman's pay.

15. To consider the school fence proposal.

16. To consider Cllr Huggins proposal and consider and approve a quote received for a replacement roundabout at Rocket Park

17. To consider Cllr Huggins proposal to tarmac over gravel path from Rocket Park to Pond Walk including drainage channel across Pond Walk.

18. To consider the proposed mobile mast location between Wareham Road and Middle Road (Dropbox images).

19. To consider and agree funding the library additional hour at a cost of £1878.24 per annum April 2026 – March 2027.

20. P/HOU/2026/00989 Hopmans Farmhouse 77 High Street Lytchett Matravers Mount 8x Solar PV panels on the SE facing garage roof slope, arranged around the existing dormer windows.

21. P/LBC/2026/00990 Hopmans Farmhouse 77 High Street Lytchett Matravers BH16 6BJ Mount 8x Solar PV panels on the SE facing garage roof slope, arranged around the existing dormer windows.

22. To receive an update from the Summer Festival Working Group.

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

    23.1 To receive a report from Cllr Morgan regarding contact with highway consultants and the invitation of quotations for professional services relating to the following projects: Purbeck Parade, High Street Crossing, School Drop-Off / Sports Area Access.

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).

    25.1 To consider Cllr Morgan's proposal and approve a quote for the next stage of drainage for the Youth Hall car park.

    25.2 To consider and approve the purchase of a television licence fee at a cost of £174.50 for the Youth Hall.

    25.3 To agree to obtain quotes for work at the Youth Hall for ceiling repair in both toilets and repainting of ceiling.

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

27. To receive a report from the Sports Facilities Working Group. (SFWG).

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* **Date:** 20th March 2026
Parish Clerk

Dates of next meetings:
Finance & General Purposes: 8th April 2026
Full Council: 22nd April 2026

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