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 June 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 Tuesday 23rd June 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 consider the application received for co-option to fill one of the vacancies on the Parish Council and, if appropriate, approve the appointment of the new councillor.

4. To receive and resolve to approve minutes of the Full Council meeting held on 27th May 2026.

5. To receive and consider reports of past subject matters on the minutes of the Full Council, 27th May 2026 – see Clerks Report.

6. To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting held on the 10th June 2026.

6. Chair's announcements.

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

8. To consider arrangements for the cleaning of the Sports Pavilion.

9. To retrospectively approve the temporary appointment of Terrafirma Maintenance to undertake the handyman's duties during his period of sickness absence.

10. To consider Cllr Huggins' proposal for a replacement defib cabinet at The Chequers Pub.

11. To note approval under delegated powers to approve BCP's quotation of £280 plus VAT for the fabrication and installation of a replacement handle for the 'Bee Springer' at Foxhills Park.

12. To consider and approve the purchase of a lawn mower for the Guerrilla Gardeners, subject to quotes received.

13. To approve the purchase of replacement orange Hi-Viz for the Guerrilla Gardeners.

14. To approve the amended minutes as per internal audit recommendations, including F&GP 10th December 2025, 11th March 2026 and Full Council - 28th May 2025, 28th January 2026, 25th February 2025.

15. P/PAAC/2026/03079 - Plough Point Farm Dolmans Hill Lytchett Matravers BH16 6HP Conversion of half the existing barn into a single dwelling house.

16. To receive a report from the Highways Working Group. (DCHWG).
    16.1 To retrospectively approve the instruction of Fletchamore to investigate the feasibility of raising the sewer manholes beneath the Tesco Service Road, at a rate of £35 per hour plus VAT, with the final cost to be confirmed based on time spent.

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

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

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

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

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

22. 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).

23. 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:** 18th June 2026
Parish Clerk

Dates of next meetings:
F&GP 8th July 2026
Full Council 22nd July 2026

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