MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Full Council and Finance & General Purposes Meeting
Wednesday 19th August 2026 at 7.00 p.m.
In The Youth Hall, High Street, Lytchett Matravers

PRESENT were, Cllrs, A Huggins, R Ong, K Morgan, V Abbott, P Webb, Dorset Cllr A Starr and Julie Wigg (Clerk)

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)
5 members of the public were present.

Landers Reach & Keates Meadow– Tree Management
A query was raised by a Foxhills regarding a tree management plan for the Foxhills Open Space. Cllr Huggins confirmed that there is currently no tree management plan in place. The Clerk confirmed that regarding one specific concern backing onto Keates Meadow this is in hand and that she contacted the residents to advise them that the tree surgeon will be on site in September. Residents will have the opportunity to discuss the issues, agree a plan of action. Concerns regarding the problems with water are still being investigated.
A resident of Landers Reach asked if the imposing trees interfering with her boundary could also be reduced/cleared. Cllr Huggins agreed to discuss with the tree surgeon and resident with a view to incorporating this into the September works following approval at September F&GP meeting.

It was agreed that the Council would also look into putting a tree management plan in place.

Rose & Crown Planning Application
Mark Spickett from the Rose & Crown attended the meeting to answer any queries Councillors may have regarding the planning application for the proposed BBQ smokers.
Cllr Morgan thanked Mark for attending the meeting and confirming the details of their plans. He advised that, provided Environmental Health are satisfied with the proposed adjustments, Councillors felt reassured that they could support the application.

DORSET COUNCILLORS' REPORT
The report was noted. **(Appendix 1)**

Councillors raised concerns regarding the highways works carried out along Foxhills Road, particularly that the Parish Council had not been consulted and that a meeting should have taken place with the Parish Council before the works commenced. Cllr Abbott asked Cllr Starr to raise this with Dorset Council and seek clarification as to why the Parish Council had not been consulted, particularly given Dorset Council's intention for Parish Councils to take on greater responsibility for local matters.

1. TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs A Bush, R Aspray, M Hatchard, Dorset Cllrs A Brenton and S Robinson

2. TO RECEIVE ANY DECLARATIONS OF INTEREST, AND CONSIDER ANY REQUESTS FOR SPECIAL DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.

Cllr Ong declared an interest in Item 17, as the property concerned is adjacent to his own property.

3. TO RECEIVE AND RESOLVE TO APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 29th JULY 2026.

It was **RESOLVED** to **APPROVE** the minutes of this meeting as true records of it.

4. TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE & GEN PURPOSES COMMITTEE MEETING HELD ON 15TH JULY 2026.

It was **RESOLVED** to **APPROVE** the minutes of the Finance & General Purposes as true records of it.

5. TO RECEIVE AND NOTE THE 2026-27 YEAR TO DATE BANK RECONCILIATION (FOR PURPOSES OF REPORT ONLY).

A copy of the bank reconciliation was made available to all members ahead of the meeting and is included in **(Appendix 2).**

6. TO RECEIVE AND CONSIDER A REPORT COVERING 2026-27 YEAR TO DATE INCOME AND EXPENDITURE (FOR PURPOSES OF REPORT ONLY).

The report was made available to all members by the Parish Clerk. The income and expenditure report is included in **(Appendix 3).**

7. TO APPROVE THE SCHEDULE OF PAYMENTS, INCLUDING THOSE MADE AND PENDING. (Appendix 4)

The payments were approved.

8. TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS ON THE MINUTES OF THE FULL COUNCIL AND F&GP, JULY 2026 – SEE CLERKS REPORT (Appendix 5)

9.1 InPost have said that it is possible to dim the lighting but unfortunately the required parts aren't available in the UK at present. They are looking at options.

9.2 Mrs Bowsher thanked the Parish Council for providing the bench and plaque, saying that she was very pleased with them. She also asked for the invoice to be forwarded to her.

9. CHAIR'S ANNOUNCEMENTS.
None

10. TO CONSIDER AND APPROVE THE RENEWAL OF THE PARISH COUNCIL'S PARISH ONLINE SUBSCRIPTION FOR A FURTHER YEAR.

It was **RESOLVED** to **APPROVE** the renewal of the Parish Online Subscription for a further year.

11. TO CONSIDER AND APPROVE THE QUOTE FROM AERIAL TREE SERVICES WITH A START DATE OF 9TH SEPTEMBER 2026.

It was **RESOLVED** to **APPROVE** the quote from Aerial Tree Services for Job 1 at £1750 plus VAT and Job 2 at £875 plus VAT.
Action: Cllr Huggins asked the Clerk to arrange a meeting to quote for additional work required.

12. TO CONSIDER AND APPROVE CHANGING THE YOUTH HALL ELECTRICITY SUPPLIER TO SSE, AS RECOMMENDED BY UTILITY AID.

It was **RESOLVED** to **APPROVE** changing the Youth Hall Electricity to SSE as recommended by Utility Aid and for the Clerk to sign the agreement for 12 months.

13. TO CONSIDER AND APPROVE THE TRANSFER OF THE LAND LYING TO THE NORTH OF HIGH STREET, LYTCHETT MATRAVERS (SUBJECT TO CONTRACT), AND TO AUTHORISE CLLR BUSH AND CLLR HUGGINS TO SIGN THE TRANSFER DOCUMENTATION ON BEHALF OF THE PARISH COUNCIL.

It was **RESOLVED** to **APPROVE** the transfer and for Cllr Bush and Cllr Huggins to sign the transfer documentation.

14. TO CONSIDER THE QUOTATION RECEIVED FROM REPLAY MAINTENANCE FOR THE EMERGENCY REPAIR TO THE ASTRO.

It was **RESOLVED** to **APPROVE** the repair to the goal mouth at a cost of £1195.00 plus VAT

15. P/LBC/2026/03990 THE WALLED GARDEN COLEHILL ROAD LYTCHETT MATRAVERS BH16 6BS. ERECT SIDE AND FIRST FLOOR EXTENSIONS. REMOVE CHIMNEY STACK
P/HOU/2026/04071 THE WALLED GARDEN COLEHILL ROAD LYTCHETT MATRAVERS BH16 6BS ERECT SIDE AND FIRST FLOOR EXTENSIONS. REMOVE CHIMNEY STACK

The Parish Council confirmed it has **NO OBJECTION** to the above planning application.

16. P/LBC/2026/04041 CASTLE FARM HOUSE CASTLE FARM ROAD LYTCHETT MATRAVERS BH16 6BZ DEMOLISH EXISTING CONSERVATORY AND ERECT DETACHED OAK FRAMED HIP ROOF GAZEBO. FORM NEW PERMEABLE PARKING AREA
P/HOU/2026/04040 CASTLE FARM HOUSE CASTLE FARM ROAD LYTCHETT MATRAVERS BH16 6BZ DEMOLISH EXISTING CONSERVATORY AND ERECT DETACHED OAK FRAMED HIP ROOF GAZEBO. FORM NEW PERMEABLE PARKING AREA.

The Parish Council confirmed it has **NO OBJECTION** to the above planning application.

17. P/CLE/2026/02594 LAND LYING TO THE SOUTH OF HUNTICK ROAD LYTCHETT MATRAVERS CABIN BUILDING
APPEAL REFERENCE: 6013647 APPEALLANT: TUCKER APPEAL - START DATE: 4 AUGUST 2026.

The Parish Council reiterated its previous comments and **OBJECTION** made in relation to the original planning application and stated that their case has inaccuracies.

18. TRAINING BY MEMBERS OR THE CLERK IN THE PAST MONTH (FOR THE PURPOSES OF REPORT ONLY).

None

19. 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).

19.1 The Clerk offered the Bereavement Group a discounted hire rate of £30 per session for their Sunday bookings at the Youth Hall.

19.2 An allotment has recently become available which requires some work. The Clerk offered the new tenant the allotment rent-free for the remainder of the year to reflect the work required

20. TO NOTE CORRESPONDENCE RECEIVED.

20.1 Cllr Morgan raised concerns regarding the ongoing leak in the Youth Hall car park, noting that it was causing deep ruts and undoing the work previously carried out. He stressed that the leak needed to be addressed urgently to prevent the car park from returning to its previous condition. Cllr Ong confirmed that the matter was in hand and that the MOD were arranging the necessary works, although no timescale had yet been provided. **Action**: The Clerk to contact the MOD to reiterate the urgency of the required works and request an update on the expected timescale.

20.2 Cllr Morgan said that the VH floors have been refurbished and new doors have been installed.

20.3 Cllr Morgan uploaded a report to Dropbox providing Councillors with an update on the works and explaining the current position. He advised that the works are taking slightly longer than originally planned.

20.4 Cllr Abbott raised the issue of the dropped kerbs on Deans Drove, advising that Dorset Council had confirmed that funding was not currently available to carry out the works. A resident had approached Cllr Abbott and asked her to raise the matter at the meeting. Cllr Huggins agreed to contact Dorset Council Highways to raise the issue and seek further clarification.

20.5 The Clerk advised Councillors that her personal Facebook account had recently been tagged in a Lytchett Community post and asked that, going forward, the Parish Council's Facebook page be used for Parish Council matters rather than her personal account.

The meeting ended at 8.42pm

Minutes taken by Julie Wigg, Parish Clerk

Signed_____Cllr A Huggins, Vice Chair

Appendix 1

Dorset Ward councillors report for July and August

Families benefited from free bus travel for children and discounted days out through the Great British Summer Savings campaign.

Dorset Council launched Community Conversations to give residents more opportunities to influence local decisions. The first one in the former Purbeck area was a good listening session with plenty of input from your Town Parish and Dorset councillors along with many other voluntary organisations. The biggest response was demanding more listening from Dorset Officers and more forward information. Your councillors have expressed doubt over our being placed in the traditional Purbeck area and have instead asked to be in conversation with the towns and villages north of Wareham as we feel that we will have more in common. A number of concerns were raised on the day and we would appreciate a steer on both Lytchett Matravers and Upton. A follow up session is in September so we shall see then if any ideas are taken forward.

Cabinet agreed to move Dorset's Local Plan into the Government's new planning framework following national planning policy changes. This may slightly delay the next consultation which is frustrating but ensures the Plan should be acceptable to the inspectors.

Work began on an improved crossing place on Dorchester Road Lytchett Minster for school students to access Lytchett Manor school, and deter parent parking on the corner to drop off students which causes the road to virtually block during school term.

The continuing very hot weather and drought conditions has been a trying time for most people especially farmers and gardeners. Unfortunately crop yield have been affected and prices of vegetables will probably rise. However, it is all the more important to buy locally to support our local growers when possible. Look for Love Local, Farmers Markets, Farm shops and Country markets give a us a direct way of supporting local food resilience.

Fires on heathland have continued to happen, whether from BBQs and camping stoves or from as on the A31 from vehicle fires spreading. As councillors we are very aware of the strain on our Fire service workers, who put in a great effort and unsocial hours to keep our County safe. It raises even more awareness of the worrying plans to close some smaller fire stations. We should all be aware of vulnerabilities in our own gardens and houses to the risk of fire spreading from a heath fire. Don't throw dead foliage over the fence or allow a buildup of dead leaves etc in our gutters. There is very good information from www.dw.fire.org.uk/firewise or @FirewiseUK Communities.

Further to the recent Cabinet statement by the new Andy Burnham administration linked Wessex Leaders issued a joint statement reiterating our ask of government to support the creation of a Wessex Mayoral Strategic Authority. Although as local Councillors we are not personally in favour of yet another tier of Government, it does seem that the creation of this

role is necessary if we are to unlock considerable central Government funding for transport and infrastructure and therefore reluctantly support it.

A second supported living scheme for young adults with learning difficulties has opened in Weymouth, providing specialist accommodation and support to help residents develop skills for independent living. The three-bedroom property on Littlemoor Road has been delivered through a partnership between Advance Housing and Support, Dorset Council and Care Dorset, following our opening of a similar service on Dorchester Road in 2024. The new scheme is aimed at people aged 18 to 25 with mild to moderate support needs. It provides a transitional home where residents can develop practical skills and confidence before moving into longer-term accommodation. More are currently being planned across the county.

Appendix 2

5 August 2026 (2026-2027)

Lytchett Matravers Parish Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 01/08/2026			
	Cash in Hand 01/04/2026			245,575.97
	ADD			
	Receipts 01/04/2026 - 01/08/2026			144,567.75
				390,143.72
	SUBTRACT			
	Payments 01/04/2026 - 01/08/2026			108,435.19
A	**Cash in Hand 01/08/2026** (per Cash Book)			**281,708.53**
	Cash in hand per Bank Statements			
	Petty Cash	01/07/2024	0.00	
	HSBC Current AC	31/07/2026	1,236.11	
	HSBC Savings CIL Account	01/08/2026	59,605.95	
	Unity Trust Bank (AC no 20450313	31/07/2026	114,697.71	
	Lloyds bank	31/07/2026	117,006.74	
	Unity Bank Instant Access Saving	31/07/2026	5,901.84	
	Unity Trust Charge Card	31/07/2026	0.00	
				298,448.35
	Less unpresented payments			16,739.82
				281,708.53
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**281,708.53**
	A = B Checks out OK			

Unpresented payment = payment not paid to Kompan due to problems with surfacing. Payment to be made in August payrun - minus 10% contingency.

Created by Scribe

Appendix 3

Lytchett Matravers Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

05 August 2026 (2026-2027)

Allotments

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
261	Allotment Rent	2,729.96	19.00	-2,710.96				-2,710.96 (-99%)
262	Allotment Deposits		200.00	200.00				200.00 (N/A)
263	Allotments Utilities				630.00		630.00	630.00 (100%)
264	Allotments R&M				315.00	144.40	170.60	170.60 (54%)
265	Allotments Annual prizes				52.52		52.52	52.52 (100%)
266	Allotments Miscellaneous							(N/A)
	SUB TOTAL	**2,729.96**	**219.00**	**-2,510.96**	**997.52**	**144.40**	**853.12**	**-1,657.84 (-44%)**

Burials/Cemetery

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
281	Burials Charges	4,725.00	1,512.00	-3,213.00				-3,213.00 (-68%)
282	Cemetery Utilities				52.52	74.00	-21.48	-21.48 (-40%)
283	Institute of Cemetery Manageme				52.52		52.52	52.52 (100%)
284	Cemetery R&M - General				7,000.00	1,648.19	5,351.81	5,351.81 (76%)
285	Cemetery Miscellaneous							(N/A)
	SUB TOTAL	**4,725.00**	**1,512.00**	**-3,213.00**	**7,105.04**	**1,722.19**	**5,382.85**	**2,169.85 (18%)**

Community Support

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
161	Library - Extra Hours				1,890.00	1,878.24	11.76	11.76 (0%)
162	Citizens Advice							(N/A)
163	Grants - General		12,000.00	12,000.00	1,575.00	8,600.00	-7,025.00	4,975.00 (315%)
164	Grants- Youth							(N/A)
165	Litter Collection/Picks				52.52		52.52	52.52 (100%)
166	Remembrance Day							(N/A)
167	Other Roads & Signage					826.88	-826.88	-826.88 (N/A)
168	Parish Benches				472.56	420.00	52.56	52.56 (11%)
169	Defibrillator Support				470.00	714.79	-244.79	-244.79 (-52%)
170	Car Park Licences	315.00	225.00	-90.00				-90.00 (-28%)
171	Pharmacy Licence	52.52		-52.52				-52.52 (-100%)
172	Scout Hut Rental							(N/A)
173	General Donations							(N/A)
174	Miscellaneous							(N/A)
175	Wessex Internet		6.00	6.00		12.00	-12.00	-6.00 (N/A)
179	Miscellaneous							(N/A)
180	Community Events Licences	209.96	105.00	-104.96	105.04		105.04	0.08 (0%)
181	Community Events Insurance				209.96		209.96	209.96 (100%)
182	Community Events Grants					1,249.09	-1,249.09	-1,249.09 (N/A)
183	Community Events General		1,285.00	1,285.00	4,725.00	3,925.01	799.99	2,084.99 (44%)
184	Inpost Locker	1,260.00	600.00	-660.00				-660.00 (-52%)
185	School Crossing Patrol				7,300.00	7,672.00	-372.00	-372.00 (-5%)

Lytchett Matravers Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

SUB TOTAL	**1,837.48**	**14,221.00**	**12,383.52**	**16,800.08**	**25,298.01**	**-8,497.93**	**3,885.59 (20%)**

Council Related

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
131	Councillor Training				524.96		524.96	524.96 (100%)
132	Councillor Expenses				209.96	151.97	57.99	57.99 (27%)
133	Chairs Allowance				315.00		315.00	315.00 (100%)
134	Website Support				839.96		839.96	839.96 (100%)
135	Public Sector Website Complian							(N/A)
136	Data Protection				36.79		36.79	36.79 (100%)
137	Subscriptions				315.00		315.00	315.00 (100%)
138	Memberships				1,800.00	1,694.72	105.28	105.28 (5%)
139	Publicity/Advertising				209.96	132.11	77.85	77.85 (37%)
140	Premises Hire				735.04	330.00	405.04	405.04 (55%)
141	Professional/Legal Services				630.00		630.00	630.00 (100%)
142	Bank Interest	2,099.96	566.36	-1,533.60				-1,533.60 (-73%)
143	Bank Charges				315.00	71.50	243.50	243.50 (77%)
144	Insurance				3,523.05	3,523.05		(0%)
145	Audit				1,575.00	909.56	665.44	665.44 (42%)
146	VAT Refund							(N/A)
150	Miscellaneous							(N/A)
	SUB TOTAL	**2,099.96**	**566.36**	**-1,533.60**	**11,029.72**	**6,812.91**	**4,216.81**	**2,683.21 (20%)**

Dorset Council

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
201	Dorset Council Precept	126,000.00	63,000.00	-63,000.00				-63,000.00 (-50%)
202	Dorset Council CIL		2,182.58	2,182.58				2,182.58 (N/A)
203	Dorset Council Grants							(N/A)
204	Dorset Council Footpath SLA				630.00		630.00	630.00 (100%)
	SUB TOTAL	**126,000.00**	**65,182.58**	**-60,817.42**	**630.00**		**630.00**	**-60,187.42 (-47%)**

Employee Related

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
101	Employee Salaries				26,250.04	7,857.36	18,392.68	18,392.68 (70%)
102	Pension Contributions				8,000.00	2,692.44	5,307.56	5,307.56 (66%)
103	National Insurance and Income				8,500.00	2,861.12	5,638.88	5,638.88 (66%)
104	Handyman				5,249.96		5,249.96	5,249.96 (100%)
105	Locum Services				525.00		525.00	525.00 (100%)
106	Training				262.48		262.48	262.48 (100%)
107	Expenses				105.04	52.80	52.24	52.24 (49%)
120	Miscellaneous							(N/A)
	SUB TOTAL				**48,892.52**	**13,463.72**	**35,428.80**	**35,428.80 (72%)**

Lytchett Matravers Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

Highways

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
211	Consultation - Wareham Road							(N/A)	
212	Consultation - High Street							(N/A)	
213	Consultation - Cycleway/Path							(N/A)	
214	Consultation - Parking							(N/A)	
215	Consultation - 20 MPH							(N/A)	
216	Consultation - Astro Car Park							(N/A)	
	SUB TOTAL							**(N/A)**	

Lytchett Astro

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
341	Lytchett Astro Rental/Hire	6,800.00	243.00	-6,557.00				-6,557.00	(-96%)
342	Lytchett Astro Utilities							(N/A)	
343	Lytchett Astro R&M				8,084.96	150.00	7,934.96	7,934.96	(98%)
344	Lytchett Astro Fixtures & Fittings							(N/A)	
350	Lytchett Astro Miscellaneous							(N/A)	
	SUB TOTAL	**6,800.00**	**243.00**	**-6,557.00**	**8,084.96**	**150.00**	**7,934.96**	**1,377.96**	**(9%)**

Open Spaces

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
231	Recreation Ground Hire							(N/A)	
232	Recreation Ground utilities							(N/A)	
233	Recreation Ground electric charg							(N/A)	
234	Recreation Ground Rocket Park		46,843.00	46,843.00	55,000.00	14,130.85	40,869.15	87,712.15	(159%)
235	Recreation Ground Exercise Equ				630.00	495.00	135.00	135.00	(21%)
236	Recreation Ground Skatepark R				524.96	658.00	-133.04	-133.04	(-25%)
237	Recreation Ground General R&M				7,847.44	8,348.98	-501.54	-501.54	(-6%)
238	Foxhills Play Park R&M					566.12	-566.12	-566.12	(N/A)
239	Foxhills General R&M				3,674.96	3,561.20	113.76	113.76	(3%)
240	Old School Green R&M				735.04	95.00	640.04	640.04	(87%)
241	Library Green R&M				524.96		524.96	524.96	(100%)
242	Safety Inspections				1,050.04	359.55	690.49	690.49	(65%)
243	Other Open Space Maintenance				10,500.04	2,529.52	7,970.52	7,970.52	(75%)
244	Handyman				8,000.00	427.35	7,572.65	7,572.65	(94%)
	SUB TOTAL		**46,843.00**	**46,843.00**	**88,487.44**	**31,171.57**	**57,315.87**	**104,158.87**	**(117%)**

Parish Office

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
301	Office Rent							(N/A)	
302	Office Utilities				315.00		315.00	315.00	(100%)

Lytchett Matravers Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

303	Office Supplies				315.00	121.29	193.71	193.71 (61%)
304	Office Tariff/Feedback							(N/A)
305	Office IT				1,000.00	989.96	10.04	10.04 (1%)
306	Office Connectivity				524.96	82.08	442.88	442.88 (84%)
307	Office R&M				524.96	10.82	514.14	514.14 (97%)
308	Office Fixtures & Fittings				524.96	108.33	416.63	416.63 (79%)
309	Car Park Lighting				315.00	17.44	297.56	297.56 (94%)
310	Office Miscellaneous							(N/A)
	SUB TOTAL				**3,519.88**	**1,329.92**	**2,189.96**	**2,189.96 (62%)**

Sports Pavilion

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
321	Sports Pavilion Rental/Hire		386.00	386.00	900.00		900.00	1,286.00 (142%)
322	Sports Pavilion Utilities		65.64	65.64		312.49	-312.49	-246.85 (N/A)
323	Sports Pavilion Tariff Feedback							(N/A)
324	Sports Pavilion Connectivity							(N/A)
325	Sports Pavilion R&M				1,050.04	55.00	995.04	995.04 (94%)
326	Sports Pavilion Fixtures & Fitting							(N/A)
330	Sports Pavilion Miscellaneous					166.68	-166.68	-166.68 (N/A)
	SUB TOTAL		**451.64**	**451.64**	**1,950.04**	**534.17**	**1,415.87**	**1,867.51 (95%)**

The Youth Hall

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
361	Youth Hall Rental/Hire	1,890.00	1,009.38	-880.62	3,000.00		3,000.00	2,119.38 (43%)
362	Youth Hall Utilities				4,000.00	1,345.88	2,654.12	2,654.12 (66%)
363	Youth Hall Grants							(N/A)
364	Youth Hall Dorset Youth Associat				13,640.00	6,820.00	6,820.00	6,820.00 (50%)
365	Youth Hall Connectivity							(N/A)
366	Youth Hall R&M				10,500.04	7,525.46	2,974.58	2,974.58 (28%)
367	Youth Hall Kitchen							(N/A)
368	Youth Hall Furniture							(N/A)
369	Youth Hall Fixtures and Fittings							(N/A)
370	Youth Hall Miscellaneous							(N/A)
	SUB TOTAL	**1,890.00**	**1,009.38**	**-880.62**	**31,140.04**	**15,691.34**	**15,448.70**	**14,568.08 (44%)**

WG Highways

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
521	WG Admin							(N/A)
522	Wareham Road Crossing							(N/A)
523	High Street Crossing				78,750.00	665.00	78,085.00	78,085.00 (99%)
524	Tesco Island				20,999.96	105.00	20,894.96	20,894.96 (99%)
525	20 MPH Zones				31,500.00	776.50	30,723.50	30,723.50 (97%)
526	Huntick Path/Cycleway				36,749.96		36,749.96	36,749.96 (100%)
527	Drop Kerb Program							(N/A)

Lytchett Matravers Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

528	Signage							(N/A)
	SUB TOTAL				**167,999.92**	**1,546.50**	**166,453.42**	**166,453.42 (99%)**

WG Library (RFU)

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
601	WG Admin							(N/A)
602	Legal/Planning Expenses							(N/A)
	SUB TOTAL							**(N/A)**

WG Neighbourhood Plan

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
581	WG Admin				5,249.96		5,249.96	5,249.96 (100%)
582	NP Revision					1,073.55	-1,073.55	-1,073.55 (N/A)
583	Neighbourhood Plan Training							(N/A)
	SUB TOTAL				**5,249.96**	**1,073.55**	**4,176.41**	**4,176.41 (79%)**

WG Other Premises

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
561	WG Admin							(N/A)
562	Parish Office				6,300.00		6,300.00	6,300.00 (100%)
563	Sports Pavilion				10,500.04		10,500.04	10,500.04 (100%)
564	Lytchett Astro							(N/A)
	SUB TOTAL				**16,800.04**		**16,800.04**	**16,800.04 (100%)**

WG Sports Complex (RFU)

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
621	WG Admin							(N/A)
622	Legal/Planning Expenses							(N/A)
623	Groundworks - car park							(N/A)
624	Groundworks - Sports Centre							(N/A)
625	Ongoing management							(N/A)
	SUB TOTAL							**(N/A)**

WG Village Environment

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
501	WG Admin							(N/A)
502	Recreation Ground - Rocket Par							(N/A)

Lytchett Matravers Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

503	Recreation Ground - Exercise Ec							(N/A)
504	Recreation Ground Skatepark							(N/A)
505	Recreation Ground General							(N/A)
506	Recreation Ground - Hannams C				8,399.96		8,399.96	8,399.96 (100%)
507	Foxhills Play Park							(N/A)
508	Foxhills General							(N/A)
509	Allotments							(N/A)
510	Cemetery/Closed Churchyard							(N/A)
511	Village Improvements							(N/A)
	SUB TOTAL				**8,399.96**		**8,399.96**	**8,399.96 (100%)**

WG Village Hall (RFU)

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
611	WG Admin							(N/A)
612	Legal/Planning Expenses							(N/A)
	SUB TOTAL							**(N/A)**

WG Youth Hall

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
541	WG Admin							(N/A)
542	Youth Hall							(N/A)
	SUB TOTAL							**(N/A)**

Summary

NET TOTAL	**146,082.40**	**130,247.96**	**-15,834.44**	**417,087.12**	**98,938.28**	**318,148.84**	**302,314.40**
V.A.T.		14,319.79			9,496.91		
GROSS TOTAL		**144,567.75**			**108,435.19**		

Appendix 4

Lytchett Matravers Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

14 August 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
172	Employee Salaries	14/08/2026		Unity Trust Bank (AC		Julie Wigg Salary	Julie Wigg Salary	Z	1,964.84		1,964.84
173	Pension Contributions	14/08/2026		Unity Trust Bank (AC		Julie Wigg Pension	Dorset Council Pension Fur	Z	673.11		673.11
174	National Insurance and Income	14/08/2026		Unity Trust Bank (AC		HMRC Payroll	HMRC	Z	715.28		715.28
169	Wessex Internet	14/08/2026		Unity Trust Bank (AC		Wessex Internet	Wessex Internet	S	3.00	0.60	3.60
160	Cemetery R&M - General	14/08/2026		Unity Trust Bank (AC		Idverde - Cemetery Grounds M	Idverde Ltd	S	415.56	83.11	498.67
161	Other Open Space Maintenance	14/08/2026		Unity Trust Bank (AC		Idverde - Rec and Sports club f	Idverde Ltd	S	167.18	33.44	200.62
162	Office IT	14/08/2026		Unity Trust Bank (AC		Rejuvinate IT Costs	Rejuvenate	S	29.94	5.99	35.93
164	Office IT	14/08/2026		Unity Trust Bank (AC		Parish Online Mapping	Parish Online	S	160.00	32.00	192.00
167	Office IT	14/08/2026		Unity Trust Bank (AC		Scribe Booking System	Starboard Systems Ltd	S	26.00	5.20	31.20
171	Recreation Ground Rocket Park	14/08/2026		Unity Trust Bank (AC		Rocket Park Roundabout and a	Kompan	S	12,554.87	2,510.97	15,065.84
157	Office R&M	14/08/2026		Unity Trust Bank (AC		PAT Testing at Parish Office, Y	AEC (South West) Electrica	S	32.17	6.43	38.60
157	Sports Pavilion R&M	14/08/2026		Unity Trust Bank (AC		PAT Testing at Parish Office, Y	AEC (South West) Electrica	S	32.17	6.43	38.60
157	Youth Hall R&M	14/08/2026		Unity Trust Bank (AC		PAT Testing at Parish Office, Y	AEC (South West) Electrica	S	32.17	6.43	38.60
158	Youth Hall Utilities	14/08/2026		Unity Trust Bank (AC		Youth Hall bins	Dorset Council	E	30.80		30.80
159	Village Improvements	14/08/2026		Unity Trust Bank (AC		Highway matters	Bellamy Roberts	S	3,360.65	672.13	4,032.78
163	Office Connectivity	14/08/2026		Unity Trust Bank (AC		Mobile phone usage contract	O2	S	12.50	2.50	15.00
165	NP Revision	14/08/2026		Unity Trust Bank (AC		Neighbourhood Plan Expenses	Ralph Watts	Z	38.89		38.89
166	Youth Hall Utilities	14/08/2026		Unity Trust Bank (AC		Youth Hall Cleaning	Sally-Anne's Professional C	Z	100.00		100.00
168	Sports Pavilion Utilities	14/08/2026		Unity Trust Bank (AC		Sports Pavilion Cleaning	Saregcv cleaning	Z	80.00		80.00
170	Youth Hall Utilities	14/08/2026		Unity Trust Bank (AC		Electricity - LM Youth Hall	Yu Energy	L	21.74	1.09	22.83
								Total	**20,450.87**	**3,366.32**	**23,817.19**

£45 - return to NJWI - paid to Parish Council instead of Village Hall

Lytchett Matravers Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total

Prepared by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Approved by: _____ Date: _____

Name and Role

Appendix 5

Agenda Item 8. Clerks Report August 2026

Minute	Action Point	Progress
Minute 6.3 Full Council 18.12.24 Incorporated with Minute 15, Full Council 26.2 25 Minute 11, Full Council 25.3.25	Creation of an asset register and the establishment of a working group to oversee and complete the task. Cllr Ong suggested that a standardized management strategy should be in place for all Parish Council assets. Cllr Morgan Suggested forming a working group. *Cllr. Ong proposed a 2-stage approach to asset management.*	*April 2026 - Asset register updated* *Following investigations from Cllr Baker and the Clerk it was felt that Civic-ly was the best option. It was agreed to postpone making a decision as the new Handyman will be using Civic.ly at West Moors Town Council. Feedback will be sought after a three-month trial period before any decision is made – For September agenda.*
Minute 10, Full Council, 22.10.25	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	*July 2026 – no further update. Follow up in September Full Council.*
Minute 15.2, F&GP, 8.4.26	A request was made from a resident to dim/turn the light off on the Inpost Locker	*June 2026 – Inpost have agreed to trial dimming the lights.* *Cllr Huggins has contacted InPost. No response as of the 6th August 2026.*
Minute 6.2, Full Council, 25.3.26	Order memorial bench for the Late Mr Bowsher. Mrs Bowsher to reimburse the PC	*June 2026 Bench in place.* *August 2026 – Plaque is in office ready for Ken to fix.* *Once fixed invoice will be sent to Mrs Bowsher for the cost of the bench and plaque.*

Minute 26.1 Full Council, 22.4.26 Minute 18.1, F&GP 13th May 2026	Clerk to contact Graham Stanley re: flooding at Peatons Lane also whether Dolmans Hill down to Peatons Lane is a ROW	*Cllr Bush met Highways on the 29th July to discuss the poor condition of the track - it was confirmed the road is classified as an unclassified Road – Ongoing.*
Minute 12.1 F&GP 15th June 2026	Re: 20mph Cllr Aspray requested that the Highways Working Group hold a meeting before they meet with Dorset Council.	*July 2026 – Meeting pending.*
Minute 24.1, Full Council 24th June 2026	Cllr Huggins reported a resident expressed concern about the planters at the corner of Wareham Road /Halls Road and asked whether they could be replaced. Cllr Morgan suggested that consideration be given to incorporating this area into a 'village gateway' scheme. Cllr Bush confirmed he will look into this.	*Cllr Bush will assess when he returns from holiday. Defer to September Full Council.*
Minute 10, Full Council, 29th July 2026	Clerk to ask AEC for quote to install PIR at Astro	*Request for quote sent 31st July 2026*
Minute 19, Full Council, 29th July 2026	Clarification of 'legacy' bins that are collected free of charge by DC, including separate dog bins.	*Clerk is in contact with Waste Services - Ongoing*

Allotments Update

August 2026 – Nothing to report

Cemetery Report

August 2026 - Nothing to report

Planning Application No	Location	Proposal	PC Decision	Notes	Status
P/VOC/2024/03870	**Huntick Farm Caravan Park. Huntick Farm Lytchett Matravers BH16 6BB**	Access To Use land to extend existing caravan/tent camping site (with removal of conditions 2,3 & 7 of planning permission 6/84/0743 to remove restriction to 30 caravans, remove restriction to building on site and remove restriction for the stationing of caravans/tents between 1 Nov and 15 March each year)	**No objection**		Not determined
P/FUL/2025/03733	Land at Flowers Drove	Residential development including the erection of 29no dwellings with garages and parking, formation of vehicular access from Wimborne Road, sustainable drainage infrastructure, new open space, landscaping and associated infrastructure	**OBJECTION** **Further objection submitted May 2026**	Cllr Morgan raised concerns regarding the lack of affordable housing provision and the design of the development, specifically highlighting the use of non-functional or "fake" chimneys. He felt that these design elements require further discussion and suggested that he would like the planning authority to defer determination of the application to allow further consideration of key issues, particularly the. • The lack of affordable housing and the design of the site entrance • The layout and arrangement of the south-west corner of the development • The inclusion of appropriate architectural features, specifically the use of flint and dummy chimneys	Out to consultation

				• The potential implementation of traffic calming measures within the scheme It was agreed to contact the planning authority to defer determination of the application to ask for further consideration of key issues, particularly the design of the development and the lack of affordable housing provision.	
P/CLE/2026/00420	Land to the south of Huntick Road Lytchett Matravers	The cabin building and for the purpose of enjoying recreational use of the land. The ability to make hot food and drink and general welfare facilities within the cabin. Application for Certificate of Lawfulness – Parish Council Response	**Objection**	Several assertions in the application are fundamentally incorrect. 1. Lytchett Matravers Parish Council previously wrote in 2003 and 2004 requesting removal of the hut; therefore, the claim that it has been on site since 1999 should be considered nullified. 2. The application contains factual inaccuracies: a. No water supply exists on the site. b. No drainage is provided. c. There has been no activity on the site. d. The site was only cleared in 2025. (Members of the Parish Council are prepared to testify to these details). 3. Dorset Explorer records this land as registered common land. It was **RESOLVED** that the Parish Council **OBJECT** to the above Certificate of Lawfulness.	Refused 30.4.26 See P/CLE/2026/02594

P/FUL/2025/03733	Land at Flowers Drove, Lytchett Matravers Dorset	Residential development including the erection of 29 no dwellings with garages and parking, formation of vehicular access from Wimborne Road, sustainable drainage infrastructure, new open space, landscaping and associated infrastructure.	**Objection**	Cllr Morgan noted that this matter has been considered previously. It has returned for discussion due to further considerations, including highways and drainage, although the fundamental layout remains the same. He highlighted that the arrangement of houses in the southwest corner has been revised but expressed disappointment that five houses will still have their rear facing onto Flowers Drove. He also noted three further changes: the attenuation ponds will now be consolidated into a single larger pond; the footpaths originally planned to run through to Lime Kiln Road have been removed; and unmarked tactile crossings are now to be installed. He further noted that the layout does not include any play area for young children, meaning they would be required to cross the road to access facilities in Blaneys Corner. The Parish Council OBJECTS to the planning application for the following reasons: 1. The absence of any affordable homes is in direct contradiction to the aims set out by the government. Promotion of more affordable housing is a key principle of the Government's drive for more houses which is national policy. 2. The absence of an integral play area for children is against the Lytchett Matravers Neighbourhood Plan Development Principles (Policy I). The alternative proposed of crossing the main road into the village to access a play area at Blaneys Corner is not acceptable Clearly, it is acknowledged for Highways	Under officer consideration

				that the junction needs remodelling in order to control traffic. 3. The removal of the footpath access and integration alongside Flowers Drove is also in contradiction with the Lytchett Matravers Neighbourhood Plan Development Principles (Policy I). Specifically, the design needs to 'make provision for open green spaces which are accessible to the public and are linked to the rest of the village and wider natural environment by footpaths and cycle tracks. 4. All new sites should include the provision of a site with power for a defibrillator for public use.	
P/FUL/2025/03733	Land At Flowers Drove Lytchett Matravers Dorset	Residential Development Including The Erection Of 29no Dwellings With Garages And Parking, Formation Of Vehicular Access From Wimborne Road, Sustainable Drainage Infrastructure, New Open Space, Landscaping And Associated Infrastructure.		Cllr Morgan noted that the changes in the application are relatively minor and expressed disappointment that, instead of providing affordable housing, a financial contribution has been proposed. Concerns were raised that it is not clear who would benefit from this financial contribution. Cllr Huggins expressed disappointment that there is no mention of a defibrillator on site. Cllr Bush agreed to contact Wyatts to clarify this matter. It was further agreed to reiterate the Parish Council's previous comments on the application including the lack of affordable housing.	Under officer consideration

P/HOU/2026/02666	Woodside Flowers Drove Lytchett Matravers	Erection of carport and store.	**Objection**	The Parish Council **OBJECTS** to the above planning application due to the unacceptable impact on the adjoining properties.	Granted 22.7.26
P/HOU/2026/02796	Brackendale Deans Drove Lytchett Matravers BH16 6EQ	Single storey rear & front porch extension, render part of first floor wall, add rooflight to snug	**Objection**	The Parish Council **OBJECTS** to the above planning application due to the unacceptable impact on the adjoining properties.	Granted 22.7.26
P/HOU/2026/03353	Little Garth Dolmans Hill Lytchett Matravers Poole BH16 6HP	Demolish existing porch and detached garage. Erect two-storey side/rear extension	**No objection**		Out to consultation
P/FUL/2026/03610	Greywood Barn Castle Farm Road Lytchett Matravers Poole BH16 6BZ	Change of use of dwellinghouse and paddock to a mixed education (use class f.1)/agricultural use (revised proposal)	**No Objection**		Out to consultation
P/PAAC/2026/03079	Plough Point Farm Dolmans Hill Lytchett Matravers BH16 6HP	Conversion of half the existing barn into a single dwelling house.	**Objection**	The Parish Council RESOLVED to OBJECT to the above planning application on the grounds of principle, as it does not support development within the Green Belt. In addition, the barn was still in use for agricultural purposes.	Out to consultation
P/FUL/2026/03228	Woodside Flowers Drove Lytchett Matravers BH16 6BX.	Sever plot and erect a new dwelling and detached garage with office above, with solar panels.	**No Objection**		Out to Consultation

P/FUL/2026/03108	Poole House Jennys Lane Lytchett Matravers BH16 6BP	Demolition of pool house and store, removal of tennis court and erection of three dwellings with associated infrastructure.	**No Objection**		Out to consultation
P/FUL/2026/03610	Greywood Barn Castle Farm Road Lytchett Matravers Poole BH16 6BZ	Change of use of dwellinghouse and paddock to a mixed education (use class f.1)/agricultural use (revised proposal). (in light of additional information received, it was agreed to reconsider the application).	**No Objection**	The Parish Council were informed of the enforcement request regarding the log cabin which did not appear on the planning application. Based solely on the application as presented, the Parish Council has **NO OBJECTION**.	Out to consultation