Lytchett Matravers Parish Council

Dear Councillor,

You are summoned to attend the Full Council meeting of the Parish Council to be held on Wednesday 23rd September 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 22nd September 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 19th August 2026.

5. To receive and consider reports of past subject matters on the minutes of the Full Council, 19th August 2026 – see Clerks Report.

6. To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting held on the 9th September 2026.

7. To consider recommendations made by the Finance & General Purposes Committee on the 9th September 2026.

   7.1 To consider the recommendation from F&GP that the Parish Council should put a Tree Management Plan in place.

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

9. Chair's announcements.

10. To receive and note the Annual Governance and Accountability Return (AGAR) and notice of conclusion for Y/E 31 March 2026.

11. To consider and approve the proposed use of the upper car park by JDT during the gas works, including the allocation of the hire fee between the Parish Council and Village Hall.

12. To review and approve the Cemetery Fees for the financial year 2027/28.

13. To consider and approve a request from the PTA to use the Sports Pavilion free of charge for their meetings.

14. To review the feedback from the 20 MPH Survey and agree recommendation.

15. P/HOU/2026/04882 Stardrift Flowers Drove Lytchett Matravers BH16 6BX. Erect a single storey detached garage.

16. P/FUL/2026/04184 Crumpets Farm Crumpets Farm Drive Lytchett Matravers BH16 6AL Partial change of use of site to form area for 2 No. short term holiday let pods and access to highway.

17. P/FUL/2026/04563 Crumpets Valley Farm Crumpets Farm Drive Lytchett Matravers BH16 6AL. Install new entrance gate

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

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

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

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

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

23. 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).

24. 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 2026
Parish Clerk

Dates of next meetings:
F&GP 7th October 2026
Full Council 21st October 2026

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