Lytchett Matravers Parish Council

Dear Councillor,

You are summoned to attend the Full Council meeting of the Parish Council to be held on Wednesday 25th November 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 24th November 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 resolve to approve minutes of the Full Council meeting held on 21st October 2026.
4. To receive and note the content of the minutes of the Finance & General Purposes Committee Meeting held on the 11th November 2026.
5. To approve the schedule of payments, including those made and pending.
6. To receive and consider reports of past subject matters on the minutes of Full Council, 21st October 2026 and F&GP on the 11th November – see Clerks Report.
7. Chair's announcements.
8. To receive and note the annual playground inspections report.
9. To retrospectively approve the order for the replacement spring set for the Rocket Park trampoline, with the Parish Council contributing 25% of the cost (£325 plus VAT).
10. To consider and approve a thankyou gift to the Guerilla Gardeners for their work over the past year of 16 bottles of wine and wine bags - approximate cost of £140.00 to be paid for from the Chairs Allowance.
11. To approve both the Sinking Fund Revision and Earmarked Reserve Revision.
12. To review the Parish Council's Community Resilience/Emergency Plan and consider its adoption.

13. To consider and approve Cllr Ong's proposal to employ a Caretaker/handyman.

14. To consider and approve the Parish Council meeting dates from April 2027- May 2028.

15. To consider and approve the quote from Caloo for Operational Maintenance Inspection prioritising the remedials raised in the Play Inspection Report 2026 at a cost of £545 plus VAT.

16. To consider and approve a quote for installation of a dropped kerb at Deans Drove.

17. P/HOU/2026/06249 Four Winds Flowers Drove Lytchett Matravers BH16 6BX Raise roof, erect single storey side extension, detached garage and internal alterations.

18. P/FUL/2026/06352 Windmill Barrow Farm Access Road To Charborough Tower Lytchett Matravers BH16 6BT. Demolition and replacement of the existing dwelling and car port

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

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

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

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

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

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

25. 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).

26. 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*
Parish Clerk

Date: 18th November 2026

Dates of next meetings:
F&GP 9th December 2026
Full Council 16th December 2026

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