

LYTCHETT MATRAVERS PARISH COUNCIL

The next meeting will be held on Monday 17th May, 2010

At 7:30 p.m. in the Village Hall

Tim WATTON Parish Clerk

Council Office, Vineyard Close, Lytchett Matravers BH16 6DD Office/Fax 01202-624530

AGENDA

- 1. Election of Chairman of the Parish Council for 2010/11.**
- 2. Receipt of Chairman's acceptance of office.**
- 3. Apologies for absence.**
- 4. Co-option of Councillors.**
- 5. Receipt of Councillors' acceptance of office.**
- 6. Election of Vice Chairman for 2010/11.**
- 7. Receipt of Vice Chairman's acceptance of office.**
- 8. Public Participation Session (Standing Orders Suspended).**
An opportunity for members of the public to raise issues of concern or interest (e.g. asks a question, make a statement or deputation or present a petition).
- 9. Declarations of interest.**
- 10. Revised code of conduct for Councillors 2007.**
In accordance with paragraph 12(2) of the Revised Code, to hear any representations or answers to member's questions or evidence provided by any members of the Council having a prejudicial interest in any matter to be considered at this meeting.
- 11. Appointments to Committees & Sub Committees**
Environment & Highways Committee
Finance & Policy Committee
Planning Committee
Industrial Relations Sub-committee
- 12. Appointment of representatives to:**

Carnival	PACT	DAPTC Purbeck Area
Village Hall	School Liaison	School Governor
Village circuit	Sports Club	Youth Organisations
PTAG		
Footpaths Officer,		Editor of Lytchett Link
- 13. Appointment of signatories for Council's bank accounts.**
- 14. Chairman's Announcements**
- 15. Minutes of Council Meeting on April 19th 2010.**
- 16. Matters arising not listed below.**
- 17. Reports from District Councillors**
- 18. Report from County Councillor**
- 19. Reports from Sub-Committees:-**
- 20. Recommendations of Committees:-**
 - (a) Environment & Highways Committee (see Minutes of 10th May 2010).

(b) Planning Committee (see minutes of 6th May 2010) including receipt of recommendations made under “delegated powers” :

6/2010/0256 Mr R Holden. Hill House, Jennys Lane. Insert door to annexe.

6/2010/0257 Dr T Brown, 77 High Street. Replace existing window on side elevation.

21. **Acceptance of 2009/10 formal statement of accounts**
22. **Consideration of grant applications**
23. **Report on consultation meeting with objectors to Foxhills Play Area.**
24. **Recreation Ground – investigation into possible “Village Green” status.**
25. **Proposed dog waste bin – adjacent to entrance to Astro, Wareham Road**
26. **Recognition for Parish Council service.**
27. **Council presence at this year’s carnival.**
28. **Proposed purchase of office equipment – document scanner**

29. **Reports of Representatives (by exception):-**

Carnival	PACT	DAPTC	Footpaths
School Liaison Officer	School Councillor	Village circuit	Sports Club
Village Hall	Youth Organisations	Purbeck Transport Action Grp	

30. **Council to approve the following payments already made**

Inv	To Whom	For What	Net	VAT	Total
794	D & P Warr	Locating water leak. Supplying and fitting 22m new water pipe and backfilling.	785.00	137.37	922.37
795	D & P Warr	Rotovating final 5 new allotments	60.00	10.50	70.50
796	R W Horlock	Cleaning out ditch alongside allotments, Castle Farm Road	300.00	52.50	352.50
797	BWBSL	Water charges, allotments, 2/6/09-8/12/09	395.45	0.00	395.45

31. **Council to approve the following payments due:-**

Inv	To Whom	For What	Net	VAT	Total
798	T Watton	Clerk’s salary – April (5 weeks)	800.53	0.00	800.53
799	T Watton	Reimbursement of office expenses Feb 2010-May 2010	125.70	15.19	140.89
800	T Watton	Reimbursement of paid invoice for renewal of antivirus software (2 year licence)	25.53	4.47	30.00
801	T Homer	Handyman duties – April	146.25	0.00	146.25
802	Continental Landscapes Ltd	Grass cutting, southern end of rec	20.00	3.50	23.50
803	Society of Local Council Clerks	Annual Membership renewal	135.00	0.00	135.00
804	Pamela M White Accountancy Services	5 Internal audits (quarterly, from 31.03.09 – 31.03.10). Payroll	597.50	104.57	702.07
805	Novatech Ltd	Printer toner cartridge & carriage	49.99	8.75	58.74
806	Came & Company	Parish Council insurance renewal	1615.57	0.00	1615.57
807	Dorset County Council	Land rental, Youth Club site (2 years)	30.00	0.00	30.00
808	NILDRAM	Parish Office Broadband and phone charges May – Aug 2010	64.84	11.35	76.19

809	Mr R Ball	Services to Row Park Cemetery April 2009 – March 2011	166.00	0.00	166.00
810	Banyards Ltd	Cemetery Maintenance: 01/05/10	297.54	52.07	349.61
811	Mrs P Taylor	Play area working group – receipted expenses incurred	38.00	0.00	38.00
812	Mr A Huggins	Play area working group – receipted expenses incurred	6.75	0.00	6.75
813	Ms C Jeffery	Play area working group – receipted expenses incurred	12.87	0.00	12.87
814	The Information Commissioner	Fee for Annual renewal of registration – Data Protection Act 1998	35.00	0.00	35.00

32. Correspondence

33. Matters of Interest & Information.

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 (including: race, gender, sexual orientation, religion, marital status and any disability); Crime & Disorder; Health & Safety; and Human Rights.

Parish Clerk: T Watton

Date: 12th May 2010