

Parish Council of Langton Matravers

June 2023 Agenda

Parish Councillors are hereby summoned to attend the following Parish Council meeting to be held on Thursday 8th June 2023 at 7pm in Langton Matravers Village Hall. County Councillor, the National Trust and members of the public are cordially invited to join the meeting.

1. Appoint Mary Sparks as locum Clerk for the purposes of this meeting and the AGAR.
2. Apologies and reasons for absence.
3. Declarations of interest in agenda items.
4. National Trust report.
5. Dorset Cllr's report.
6. Public Participation.
7. Matters Arising from Public Participation.
8. Planning Matters (See separate agenda below).
9. Confirm and sign Minutes from 11th May 2023.
10. Matters arising from the Minutes (not covered elsewhere on the agenda).
11. Receive the Clerk's Report for the period from 04/05/23-01/06/23.
12. Chairman's Announcements.
13. Report on Malthouse Development meeting (Cllr Christie).
14. Public Convenience (Cllr Pearson).
15. Highways report (Cllr V-A).
16. RoSPA report (Cllr Pearson).
17. Three Norths Plaque update (Cllr V-A).
18. Spyway Welcome (Cllr Sutton)
19. Financial Matters:
 - a. Bank balance as at 31st May 2023 was £80537.41
 - b. Additions to Council funds since the last Meeting
 - i. £ 720.00 Exclusive Right of Burial
 - ii. £ 240.00 Memorial fee (Allen)
 - c. Payments by cheque or online payment to be made since last Meeting:
 - i. £ 1083.81 Jenny Marshall (Clerk's salary May 2023)
 - ii. £ 810.00 Burden Building Services (Notice Board)
 - iii. £ 102.60 RoSPA inspection
 - iv. £ 413.25 Mary Sparks (Clerking fee)
 - v. £ 526.59 Linda McMorrow (Cleaning Public Convenience)
 - vi. £ 469.20 Ian Bugler (grounds maintenance Mar and Apr)
 - vii. £326.40 Ian Bugler (grounds maintenance May)
 - d. Payment by Direct Debit:
 - i. £ 80.26 NEST - Contributions to Clerk's pension (May)
 - ii. £ 64.23 HMRC NI and Tax (May)
 - iii. £ 76.61 XLN Telecom for phone and broadband (May)
 - iv. £40.00 ICO annual registration fee
 - e. Other Financial Matters
 - i. Approve £10,000 transfer Lloyds to Unity (May)
 - ii. Approve £10,000 transfer Lloyds to Unity (June)
 - iii. Approve closure of Lloyds and transfer of remaining funds to Unity
 - iv. Confirm that there are no conflicts of interest with BDO.

- v. Receive Internal audit progress report and agree necessary actions
 - vi. Authorise salary to be paid at the end of each relevant month
20. Items for next agenda
 21. Confidential agenda
 22. To set the date of the next Council for 7pm on 13th July 2023.

LANGTON MATRAVERS PARISH COUNCIL PLANNING AGENDA

1. Receive comments from the public on the following applications 13/04/23-07/05/23.
 - a) P/LBC/2023/02 **Location:** 27 the King's Arms High Street Langton Matravers BH19 3EU **Proposal:** Erect single storey extension and carry out minor internal alterations.
 - b) P/HOU/2023/02912 **Location:** Langton Manor Farm House Langton Matravers Swanage BH19 3EU **Proposal:** Construct higher replacement roof to utility room and garage / studio with roof lights. Repair and insulation of Purbeck slate roofs.
 - c) P/LBC/2023/02913 **Location:** Langton Manor Farm House Langton Matravers Swanage BH19 3EU **Proposal:** Construct higher replacement roof to utility room and garage / studio with roof lights. Repair and insulation of Purbeck slate roofs.
 - d) P/LBC/2023/02914 **Location:** Langton Manor Farm House Langton Matravers BH19 3EU **Proposal:** Timber casement and sash window repairs and restoration. External wall below-ground tanking adjacent to highway. Limecrete floor installation to replace areas of modern concrete floors. Internal layout alterations. Reinstatement of historic bread oven arrangement. Corbel detail to Sitting Room/Snug.
 - e) P/TRC/2023/03121 **Location:** Rose Cottage Acton Langton Matravers BH19 3LD **Proposal:** T1 Leylandii - Fell to ground level. Grind out stump.
2. Make decisions as above:
3. Decisions since last meeting: None.
4. Any other Planning Matters: None.

1. Relevant Correspondence received:

- a. Request for S. 137 grant from Purbeck Film Festival.
- b. DAPTC membership survey received.
- c. ***Invitation to Swanworth Quarry liaison meeting 20th July.***
- d. RoSPA report received.
- e. Received invitation to mass participation event meeting 13th June.
- f. Email received from Jan Marsh re footway outside opposite Village Hall.
- g. Resignation received from Dr Jenny Marshall.
- h. An application for the post of Clerk.

2. Actions Taken:

- a. ICO Registration completed.
- b. HR advice sought from WorkNest HR.
- c. Recruitment process started.
- d. Direct debits set up for ICO, SSE, HMRC, Water2Business.
- e. Direct Debits amended for XLN and NEST.
- f. New filing schema introduced.
- g. Annual Accounts (AGAR) published on website

3. Items Pending

- a. Consultation on Community Asset Status for tennis OMH courts
- b. Obtaining further quotes from broadband providers.
- c. Advice being sought from IT advisor on new computer hardware.
- d. Advice being sought from IT advisor on new computer software
- e. Scribe accounting system on hold until new computer in place and bank transfer complete and ***approval of initial set up fee.***
- f. DAPTC membership survey awaiting new Clerk.
- g. Arranging installation of smart meter awaiting new clerk.

4. Item requiring Council comment/approval.

- a. See items marked in ***bold italics*** above.

The final date for receipt of correspondence to be included on the agenda for the next Full Council Meeting is Tuesday 4th July 2023 (i.e. 7 working days before the meeting).