

Notice of the next Council Meeting.

Parish Council Office: 1A The High Street, Langton Matravers, Dorset BH19 3HA

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS
(Public Bodies (Admission to Meetings) Act 1960) & Local Government Act 1972 s100

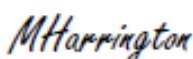
Parish Councillors,

You are hereby summoned to attend the following meeting:

Meeting of...	The Full Council: Langton Matravers Parish Council
Time...	19:00hrs
Date...	Thursday 11 th January 2024
Place...	Langton Matravers Village Hall

County Councillor, the National Trust and Members of Public are cordially invited to join the meeting

Yours faithfully



Michelle Harrington Parish
Clerk & RFO

2nd January 2024

AGENDA

0124-71. APOLOGIES FOR ABSENCE

To receive apologies of absence and to approve the reasons given. (Local Government Act (LGA) 1972 s85 (1))

0124-72. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

0124-73. NATIONAL TRUST REPORT

To receive a report from the National Trust.

0124-74. DORSET COUNCILLOR'S REPORT

To receive a report from the South East Purbeck Ward Member of Dorset Council.

0124-75. PUBLIC PARTICIPATION.

Questions from members of public.

0124-76. MATTERS ARISING FROM PUBLIC PARTICIPATION.

To discuss any matter arising from the Public Participation agenda item.

0124-77. PLANNING AND LICENSING MATTERS – (APPENDIX ITEM B)

a. To receive and consider all planning and licensing matters. N.B. Any application received after the agenda publication date may still be considered during the meeting. For an up to date list of applications to be discussed please check the website.

1. Application No: P/LBC/2023/06355
Location: Langton Manor Farm House Langton Matravers BH19 3EU
Proposal: Demolition of modern infill wall and roof between house and rear building with new glazed link and details. Alterations to utility room casement windows and details. Form 1st floor dormer window and details. Replacement 2nd floor casement windows and details. Install Purbeck slate external wall ventilators and details. Pizza/bread oven alterations.
2. Application No: P/VOC/2023/07322
Location: Primrose Hill Farm Haycrafts Lane Harmans Cross Dorset BH19 3EE
Proposal: Variation of Condition 1 to application 6/1984/0037 - Erect chalet bungalow.

b. To note Dorset Council Planning decision since the last meeting. - Appendix

0124-78. PREVIOUS MEETING MINUTES – APPENDIX

To confirm the minutes of the last Council meeting. (LGA 1972 sch 12, para 41(1))

0124-79. MATTERS ARISING FROM THE MINUTES (NOT COVERED ELSEWHERE ON THE AGENDA).

To note / discuss any matters arising from the minutes not covered elsewhere on the agenda.

0124-80. CLERKS REPORT: - APPENDIX (ACTION LOG ONLY)

To discuss and agree the report and any recommendations contained within (Full details on individual recommendations are within the Clerks report supporting papers)

- a. Correspondence
 - 1. Old Malthouse (Email from resident (1st January 2024))
- b. Action Log

0124-81. FINANCIAL MATTERS - APPENDIX

To discuss financial matters plus any recommendation and agree away forward.

- a. Citizens Advice Grant Application – Emailed to Cllrs 11-12-23
- b. Norton Anti-Virus protection for laptop
- c. To note bank balance.
- d. To note year to date spend & income against budget - Annex
- e. Monthly income and expenditure – Annex (Update only)
N.B. Any invoice received after the agenda publication date may still be considered during the meeting. For an up to date list of invoices to be discussed please check the website.

Expenditure

Bank Fees – Lloyds	£9.00
Bank Fees – Unity	£18.00
Salary - Clerk	£707.54
HMRC	£260.58
Linda McMorrow	£162.00
Pension	£45.52
Dorset Association of Parish and Town Councils	£45.00
XLN Business Services	£80.72
SSE - Southern Electric	£61.70
Total	£1,268.44

0124-82. CHAIRMAN'S ANNOUNCEMENTS

To receive a report from the meeting Chairman.

0124-83. PORTFOLIO HOLDER / LEAD COUNCILLOR REPORTS

To note any update from:

- a. Ways & Means (including finance, HR, legal & governance)
- b. Planning & Housing
- c. Highways and Transport
- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail)
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities)
- f. Quarries / Agriculture
- g. Community & Communications (including surgery, school liaison & grant application)
- h. Environment and Tourism
- i. Emergency Planning.

Meeting Discussed	Planning App Number	Location	Proposal	Decision	Noted at Meeting
Jan	P/VOC/2023/07322	Primrose Hill Farm Haycrafts Lane Harmans Cross Dorset BH19 3EE	Variation of Condition 1 to application 6/1984/0037 - Erect chalet bungalow.		
Dec	P/TRC/2023/07224	St Georges Church St Georges Close, Langton Matravers, BH19 3HZ	T7 Flowering cherry - Fell for management. T13 Ash - Prune. Reduce radial canopy to	No Objection	Jan-24
Dec	P/HOU/2023/06762	1 Highland Cottages, The Lane, Langton Matravers, Dorset, BH19 3LA	Modification of single storey rear extension roof to increase gradient and replace		
Dec	P/FUL/2023/06213	Verney Farm, Farmland Gully Swanage Dorset BH19 3EX	Erect lambing shed		
Dec	P/HOU/2023/06191	Langton Manor Farm House Langton Matravers BH19 3EU	Demolition of modern infill wall and roof between house and rear building with new glazed link and details. Alterations to utility room casement windows and details. Form 1st floor dormer window and details. Replacement 2nd floor casement windows and details. Install Purbeck slate external wall ventilators and details. Pizza/bread oven alterations.		

Parish Council of Langton Matravers

MINUTES OF THE PARISH COUNCIL MEETING OF LANGTON MATRAVERS PARISH COUNCIL HELD ON THURSDAY 14TH DECEMBER 2023 IN THE VILLAGE HALL. THE MEETING COMMENCED AT 7.00PM

PRESENT:

Cllr Knight (Chairman), Cllr Christie (Vice Chairman), Cllr Golob, Cllr Loudoun, Cllr Pearson, & Cllr Vaughan-Arbuckle.

IN ATTENDANCE:

Michelle Harrington (Clerk). No Members of Public

ABSENT:

Cllr Sutton, Cllr Brooks (Dorset Council), & Mr Clarke (National Trust)

It was noted this meeting is being recorded. All recordings will be deleted once the draft minutes are typed.

IMPORTANT INFORMATION ON HIGHWAYS AT THE END OF THE REPORT, PLEASE READ.

1223-45. APOLOGIES FOR ABSENCE

Apologies have been received from Cllr Sutton and accepted by all.

1223-46. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

No declaration was made. NB this does not preclude any later declarations.

1223-47. NATIONAL TRUST REPORT

It was agreed to invite the activity providers to the February meeting between 6.30pm – 7pm. This session will be open to the public.

1223-48. DORSET COUNCILLOR'S REPORT

Cllr Brooks send apologise before the meeting.

1223-49. PUBLIC PARTICIPATION

No members of public were present

1223-50. MATTERS ARISING FROM PUBLIC PARTICIPATION

No members of public were present

1223-51. PLANNING MATTERS

a1

Application No: P/HOU/2023/06191 & P/LBC/2023/06355

Location: Langton Manor Farm House Langton Matravers BH19 3EU

Proposal: Demolition of modern infill wall and roof between house and rear building with new glazed link and details. Alterations to utility room casement windows and details. Form 1st floor dormer window and details. Replacement 2nd floor casement windows and details. Install Purbeck slate external wall ventilators and details. Pizza/bread oven alterations.

Comment: No objection, due to improvements in design, appearance and materials used are sympathetic to the existing building.

a2

Application No: P/FUL/2023/06213

Location: Verney Farm, Farmland Gully Swanage Dorset BH19 3EX

Proposal: Erect lambing shed

Comment: No objection, as necessary agricultural building.

a3

Application No: P/HOU/2023/06762

Location: 1 Highland Cottages, The Lane, Langton Matravers, BH19 3LA

Proposal: Erection of outbuilding in alley way to side of house.

Comment: Request an extension to comment until 12th January 2024, as no documents on portal.

a4

Application No: P/TRC/2023/07224

Location: St Georges Church, St Georges Close, Langton Matravers, BH19 3HZ

Proposal: 5 no. Limes T2-T6 - Prune. Re-pollard re-cutting to above previous pruning points. T7 Flowering cherry - Fell for management.

T13 Ash - Prune. Reduce radial canopy to not less than 6m in any one direction, back to suitable pruning points, measured out from the stem.

Comment: No objection.

Sign:

Chairman: Cllr Knight

Date:

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ACTION: Clerk to ask the planning department if the applicant of either a residential or commercial application (Full Planning and / or Listed Building) is informed if their application is rejected along with the reasons why, and if not why not.

ACTION: Clerk to submit planning decisions to Dorset Council.

b A report listing the decisions made by Dorset Council planning, on applications previously discussed was noted.

c Correspondence from Dorset Council regarding the Purbeck Local Plan Supplementary Proposed Main Modifications was submitted before the meeting. This was noted.

1223-52. MINUTES FROM PREVIOUS MEETING

The minutes from the full council meeting held on Thursday 9th November 2023 were approved and signed as a correct record of the meeting.

1223-53. MATTERS ARISING FROM THE PREVIOUS MINUTES (NOT COVERED ELSEWHERE ON THE AGENDA).

No item was raised.

1223-54. CLERK'S REPORT

a. Correspondence

a1 Langton Matravers Village Hall Management Committee.

Correspondence was received before the meeting regarding the Langton Matravers Village Hall Constitution and the Parish Council entitlement to appoint a representative to become a member of and attend meetings of the Management Committee. This was discussed.

Propose Cllr Knight

Second Cllr Vaughan-Arbuckle

RESOLVED: In principle a Councillor to be nominated to stand as the Council representative within the Village Hall Management Committee. Representative to be nominated at first meeting after April.

ACTION: Clerk to find out if Village Hall Management Committee have Public Liability Insurance and Trustee Indemnity Insurance.

ACTION: Clerk to find out if LMPC's current insurance includes Councillor and Clerk indemnity and if not to investigate cost to include it.

a2 Dog Warden

Correspondence was received before the meeting asking if Langton Matravers Parish Council wish to send someone on training to help enforce and educate regarding the Public Space Order compliance.

Propose Cllr Knight

Second Cllr Vaughan-Arbuckle

RESOLVED: Not to pursue.

a3 St George's CE VA Primary School - This was noted

Correspondence was received before the meeting requesting Cllr Brooks become involved in the issue around water leaking from the Old Malthouse Building site over the school playground area.

ACTION: Clerk to contact Cllr Brooks and ask for response of outstanding issues

a4 Electric Charging Point.

Correspondence from Dorset Council was emailed to all Councillors before the meeting. This was discussed. It was noted, Cllr Golob & Cllr Pearson have previously investigated the possibility of installing an EV charging point by the Parish Office, however various issues were raised including land ownership, it was decided not to pursue the matter for the time being.

a5 Asset of Community Value

Correspondence from Dorset Council was emailed to all Councillors before the meeting. This was discussed. It was noted the Trustees for the Village Hall have submitted an application for the Village Hall to be re-listed as an Asset of Community Value. It was agreed the Parish Council will apply to re-register the Scout & Guide Hut, the Public toilet / Parish office and St George's playing field.

b. Parish Council meeting dates for 2024

A report was submitted before the meeting, proposing full council meeting dates for 2024 as the second Thursday of each month, (11th January, 8th February, 14th March, 11th April, 9th May, 13th June, 11th July, 8th August, 12th September, 10th October, 14th November, 12th December). This was agreed

ACTION: Clerk to publish the meeting dates on the website.

- c. **Christmas Hours**
A report was submitted before the meeting, noting the Clerk will be working between Christmas and New Years albeit reduced hours (checking emails). The clerk will not be in the office on Tuesday 26th December. The last day in the office for 2023 will be Tuesday 19th December. The first day for 2024 will be Tuesday 2nd January 2024.

This was approved

- d. **Action Log**
A copy of the action log was submitted before the meeting, this was discussed, noting the following update:
1123-44 New Cllr Advertising. Cllr Knight, Cllr Pearson & the Clerk met before the meeting to discuss possible options and recommendations for Council.

The following was recommended:

1. The current poster (agreed September 2023) be amended to include "By standing for election on Thursday 2nd May 2024" under "Join Langton Matravers Parish Council".
2. The poster be displayed in the Parish Noticeboards with immediate effect. Permission be requested to place a copy in the Village Hall, Pub, Putlake and Church noticeboard. A copy emailed to the school requesting they send to all parents / carers and staff members. A copy emailed to the Allotment Association requesting they send to all allotment holders.
3. Poster to be added to newsletter articles where possible.
4. On Tuesday 12th March at 2pm and Thursday 14th March at 5.30pm Councillors & Clerk hold a drop in session for anyone who may be considering becoming a Councillor, to come and talk to the Councillors one to one, to have a first-hand glimpse into the "Life of a Councillor". Clerk to have relevant forms and give administrative help where needed.
5. At the end of February (Week commencing 25th February) Councillors to undertake a leaflet drop around the Parish reminding people of the drop in sessions and advertising the role of a Councillor.

ACTION: Cllr Person to contact the representatives for the Church and Pub to request a copy of the poster be displayed in their facilities.

ACTION: Clerk to contact the representatives from Putlake to request a copy of the poster be displayed in their facilities.

ACTION: Clerk to contact the school requesting they send to all parents / carers and staff members. A copy emailed to the Allotment Association requesting they send to all allotment holders.

ACTION: Cllr Vaughan-Arbuckle to send the Clerk a copy of the distribution route for the 20mph poster.

ACTION: Councillors to inform the Clerk if they are able to assist with the poster drop in February 2024.

1123-45e It was noted the Clerk has Logged with Eneveo (Dorset Council) the issue of the light not working correctly outside the Village Hall, and requested this be considered an urgent repair, due to lack of visibility when entering or exiting the hall at night. Noting steps. The Clerk was informed the light will be fixed within 5 working days (ending Saturday 16th December 2024).

The Parish Council agreed if the repair is not done within this time period as the light has been reported on several occasions all receiving the same promise to fix within 5 days, the Clerk is to write a letter to Dorset Council's relevant officer and CEO cc'ing Cllr Brooks, requesting they step in and ensure the light is fixed as a matter of urgency or give us permission to arrange for the light to be fixed on their behalf, sending the invoice to Dorset council once complete.

ACTION: Clerk to monitor Village Hall Street light repair, and if not carried out as promised to write to Dorset Council.

1223-55. **FINANCE MATTERS**

- a A report detailing the monthly bank balances, income and expenditure was submitted before the meeting,

Noting the bank balances as of 30th November 2023:

Bank Balance Lloyds - Savings	£68,395.71
Bank Balance Unity - Savings	£1,036.80
Bank Balance Unity - Day to Day	£14,920.89
Total in Bank	£84,353.40

The expenditure of £2,690.85 was agreed. A detailed list of the expenditure can be found online or requested from the Clerk,

ACTION: Clerk to process payments.

- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail)
Cllr Pearson stated a termination letter has been sent to one of the allotment tenant's. After Christmas Cllr Pearson & the Clerk will contact whomever is next on the waiting list and invite them to take on the tenancy. It was noted the allotment invoices for rent next year have been sent out and to date 1/3 of all holders have made payment.
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities - Nothing to report
- f. Quarries / Agriculture - Nothing to report
- g. Community & Communications (including surgery, school liaison & grant application)
- h. Environment and Tourism – It was noted the Landscape Recovery application, has been rejected, due to not reaching the desired level of points. The National Trust along with the other Stakeholders are confident now understanding where the application was weak, can update and re-apply.
- i. Emergency Planning.
Cllr Vaughan-Arbuckle stated in the National Press there was an article which carried a warning by deputy PM, regarding possible power cuts caused by cyber attack. The article recommended each household be prepared for this eventuality. Cllr Vaughan-Arbuckle will produce a plan and present to Council in the new year.

1223-58.

DATE OF NEXT MEETING

The next meeting:

Date: Thursday 11th January 2024

Location: Langton Matravers Village Hall

Time: 19:00

Closed at 21.19

Langton Matravers Parish Council Action Log

Action Number (year number / consecutive number)	When Initiated?	Who is Actioned?	Title	Details	Status (progress description plus colour code: Red - no progress; Amber - action in progress; Green - action completed) - Yellow action required during next meeting.	Present at last meeting	Complete
1223-51	14-Dec-23	Clerk	Planning	Clerk to ask the planning department if the applicant of either a residential or commercial application (Full Planning and / or Listed Building) is informed if their application is rejected along with the reasons why, and if not why not.	21-12-23 Email sent to Planning East 22-12-23 Email received confirming "the reasons for refusal are listed on the Decision Notice and also further information is given in the Officer Report. The Decision Notice is sent to the agent or if no agent the applicant and both documents are available to view on the Planning Register on the Council's website"	Jan-24	y
1223-51	14-Dec-23	Clerk	Planning	Clerk to submit planning decisions to Dorset Council	15-12-23 Sumbitted	Jan-24	y
1223-54 a1	14-Dec-23	Clerk	Village Hall Insurance	Clerk to find out if Village Hall Management Committee have Public Liability Insurance and Trustee Indemnity insurance.	21-12-23 Email sent to Steve Hutchings Vice Chairman 22-12-23 Email received confirming VH have Indemnity Insurance for all trustees	Jan-24	y
1223-54 a1	14-Dec-23	Clerk	Indemnity Insurance	Clerk to find out if LMPC's current insurance includes Councillor and Clerk indemnity and if not to investigate cost to include it.			
1223-54 b	14-Dec-23	Clerk	Parish Council meeting dates for 2024	Clerk to publish the meeting dates on the website.	15-12-23 Home page details meeting nights. Agenda dates will be updated in January		
1223-54 d	14-Dec-23	Cllr Pearson	New Cllr Advertising	Cllr Person to contact the representatives for the Church and Pub to request a copy of the poster be displayed in their facilities.			
1223-54 d	14-Dec-23	Clerk	New Cllr Advertising	Clerk to contact the representatives from Putlake to request a copy of the poster be displayed in their facilities.			
1223-54 d	14-Dec-23	Clerk	New Cllr Advertising	Clerk to contact the school requesting they send to all parents / carers and staff members. A copy emailed to the Allotment Association requesting they send to all allotment holders.			
1223-54 d	14-Dec-23	Cllr IVA	New Cllr Advertising	Cllr Vaughan-Arbuckle to send the Clerk a copy of the distribution route for the 20mph poster.	15-12-23 Email received from IVA, No details held. 15-12-23 Email sent to Cllrs asking they confirm route and number of leaflets required		
1223-54 d	14-Dec-23	All Cllr's	New Cllr Advertising	Councillors to inform the Clerk if they are able to assist with the poster drop in February 2024.	15-12-23 Cllr IVA stated he required 60 posters		
1223-55	14-Dec-23	Clerk	Monthly Payments	Clerk to process payments.	Complete	Jan-24	y
1223-55 b	14-Dec-23	Clerk	Budget / Precept	Clerk to submit Precept request to Dorset Council.	19-12-23 Complete & Acknowledgement received from DC	Jan-24	y
1223-55 b	14-Dec-23	Clerk	Budget / Precept	Clerk to input budget into Scribe	Can not be input until 2024 YS as year not open in Scribe		
1223-57	14-Dec-23	Clerk	School Bus	Clerk to write to Purbeck School Headteacher to raise parishioners concerns and asking if they could chase up the bus company for detail on what will happen to the School bus, when term starts next year given the diversions in place for the Wessex Water repairs.	21-12-23 Email received from Wessex Water	Jan-24	y
1123-35	08-Nov-23	Cllr Brooks	Wessex Water Heavy Quarry Vehicles	Cllr Brooks to report back on the Wessex Water & heavy quarry vehicles situation.	19-12-23 Replied received from Cherry forwarded to Councillors	Jan-23	y
1123-37	08-Nov-23	Cllr IVA	Spyway, Highways issues	Cllr Vaughan-Arbuckle to chase Aster and Dorset Council Highways regarding pavements not joining, and incorrect pavement levels	December meeting update see minutes for details	Jan-23	y
1123-37	08-Nov-23	Cllr Brooks	Old Malthouse Site	Cllr Brooks agreed to take this matter in hand and contact the relevant people, and report back. Stagnant water and water running into school play area.			
1123-37	08-Nov-23	Clerk	Old Malthouse Site	Clerk to write to Dorset Council to raise concern.	23-11-23 Spoke to Ben Frost-Jones and he has agreed to visit the site on Wednesday 29th and report his findings back to us. He has stated this may be a close call between Environmental Health and Wessex Water as to who is responsible. "Environmental Health do have responsibility for when a building's drainage or sewerage system is insufficient or defective so as to release sewage to the surface. This, however, is in the case of private sewerage only: cesspits, septic tanks, private treatment plants or piping that is not under the control of the water undertaker (Wessex Water)." 01-12-23 Email from Ben "Thank you for your patience in this matter – I dropped by the site on Wednesday as promised and, whilst unable to closely inspect the larger-than-expected hole, I was able to see the perimeter fence has been made safe along the length of Old Malthouse Lane. I will today make contact with the site contact to arrange a visit – apologies I could not get this done for Tuesday, however following our emails on Thursday afternoon I was off Friday – Wednesday."		

Red = No action taken to date; Amber = Work on-going; Green = Action taken and no further action required;
Yellow = Discussion and approval required at next meeting

Langton Matravers Parish Council Action Log

1123-41a	08-Nov-23	Cllr Christie	Removal of green waste	Cllr Christie will talk to correspondent and suggest the cuttings are bagged and left by the Parish Office of them to dispose of.			
1123-41b	08-Nov-23	All Cllr's	Budget 2024-25 Projects	Councillors to contact the Clerk with any suggested new project they would like to see recommended alongside the budget for 2024-25.	14-12-23 Budget agreed for 24-25	Jan-24	y
1123-41b	08-Nov-23	Clerk	Scribe Set up	Clerk to set up Scribe with reserves as agreed. .	Allotments (Fence repairs) £2,000.00, Cemetery (New) (Preparation of new burial ground) £12,428.00, Cemetery (Close) (Memorial repairs – Restricted) £572.00, Highways Signage (20mph) £ 2,000.00, Highways Street Lighting £1,000.00, Parish Office (Refurbishment) £4,000.00, Play Park (Equipment replacement) £14,333.00, Parish Office / Toilet Block (Structural improvements) £5,000.00, Training (Clerk's Level 4) £1,000.00	Jan-24	y
1123-41d	08-Nov-23	Clerk	Website - New	Clerk to develop a new website on the gov.uk domain.			
1123-43	08-Nov-23	Clerk	NT Activity Providers talk to PC	Clerk to contact Tom Clarke an relevant Activity providers to invite them to give a short presentation before the January meeting on their practices and procedures when taking session in the local area.	01-12-23 Email sent to Tom Clarke to help facilitate. 14-12-23 Discussed during December meeting agreed 18.30 February meeting.		
1123-45c	08-Nov-23	Cllr IVA	20mph Thanks	Cllr Vaughan-Arbuckle requested he put a personal note of thanks on the website once official numbers have been received after the 20mph TRO, thanking everyone who took them time and showed their interest by registering their comment.	December meeting update		
1123-45c	08-Nov-23	Cllr IVA	Meeting with Glenn Hannam	Cllr Vaughan-Arbuckle to invite Glenn Hannam to meet to discuss in general local highway issues of Langton Matravers Parish.	December meeting update - no date yet		
1123-45d	08-Nov-23	Clerk	Cemetery Rules and documentation	Clerk to amend the new cemetery documents as proposed and implement.	21-12-23 Published on website	Jan-24	y
1123-45d	08-Nov-23	Clerk	Cemetery Fees Investigation	Clerk to carry out a detailed studying into neighbouring parish cemetery fees.	22-12-23 Work collated ready to present in January 2024	Jan-24	y
1123-45e	08-Nov-23	Clerk	Light outside Village Hall	Cllr Christie to inform the Clerk of a contact within Dorset Council who may be able to intervene to have the Street light outside of the Village Hall repaired.	11-12-23 Logged with Enerveo (Dorset Council) logged as urgent repair required due to lack of visability when entering or exiting the Hall at night. Noting steps. Informed will be fixed within 5 working days. 14-12-23 If not done within period Clerk to write a letter to the DC officer and CEO cc C Brooks, stating, the lights has been reported by a number of poeple all being told will be repaired with 5 days. Several months later and the light is still not working all the time and is a danger to residents when then walk the narrow pavement, or enter / exit hte Village Hall.		
0823-10	10-Aug-23	Cllr Pearson & Clerk	Cemetery	Clerk & Cllr Pearson to meet with Ian Bugler	25-10-23 Email sent suggesting meet up when cutting playground vegetation 30-10-23 Date arrange to meet 31-10-23 when cutting vegetation in Playground. Meeting and work postponed due to weather.		

Red = No action taken to date; Amber = Work on-going; Green = Action taken and no further actino required:
Yellow = Discussion and approval required at next meeting

Finance Report

All recommendations in this report are made by the Clerk unless stated otherwise.

1223-861

Financial Matters

a.

Citizens Advice Grant Application

Email sent to Councillors 11th December 2023 with grant application, bank statement and copy of Cash book.

Recommendation: To discuss and agree / reject the grant application for £300

b.

Norton Anti-Virus protection for laptop

Our subscription to Norton Go Deluxe expired on 6th January 2024. To renew the subscription will cost £49.99. This renewal allows use to install Norton GO Deluxe onto 3 devices, give us Device security (Protection against viruses, malware, spyware, ransomware and other online threats), Cloud Backup (50 GB available for secure, automatic PC backup), Password Manager (Store your passwords in a secure, cloud-based vault), Parental Control (Help your children explore their connected world safely.) & Virus Protection Promise (If your device gets a virus we can't remove, we'll give you a refund, if applicable.***)

Other Norton packages available for business use:

Norton Small Business Cybersecurity : for 6 devices, Device Security, Secure Browser22, Software Updater21, Utilities Ultimate21, Password Manager, & 250 GB PC Cloud Backup21 at a cost of £54.99 for one year

McAfee packages do not state they are for business use they state individuals and families. The individual package which allows up to 10 devices, has advanced monitoring (Faster and broader detection for your identity), Automated Privacy (VPN that turns on automatically for unsafe networks), Award-winning Antivirus (Protect your computer and personal information from hackers and criminals), Firewall (Secure your firewall and block hackers from accessing your home network), Password manager (Securely store and manage all your online passwords in a single location), File Shredder (Delete sensitive files completely to ensure no traces are left behind), Identity monitoring (Monitor up to 10 email addresses and get expanded monitoring with auto-renewal turned on.), This is a two year package at £27.49 per year.

Recommendation: To discuss and agree away forward.

c.

Bank Balance

Balance's 31st December 2023

00238309168 – Lloyds £68,430.89

20477189 – Unity £13,592.09

20477192 – Unity £1,043.99

Total £83,066.97

d.

Year to date budget against spend and income. – Annex

To note year to date spend & income against budget Please see annex provided.

e.

Monthly income and expenditure - Annex

To discuss and approve the monthly expenditure and note the income. Please see annex for full details.

Recommendation: To approve all payments as listed + any regular payment not invoiced to date. Current Gross figure at time of printing Annex = £1,268.44

Langton Matravers Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration			0.00 (N/A)	19,400.00	14,908.72	4,491.28 (23%)	4,491.28
Allotments	1,500.00	951.86	-548.14 (-36%)	400.00	926.37	-526.37 (-131%)	-1,074.51
Cemetery	3,000.00	4,070.00	1,070.00 (35%)	2,350.00	2,638.00	-288.00 (-12%)	782.00
Governance	100.00	1,403.38	1,303.38 (1303%)	1,600.00	7,070.21	-5,470.21 (-341%)	-4,166.83
Grants & Donations			0.00 (N/A)	2,000.00	1,660.73	339.27 (16%)	339.27
Highways			0.00 (N/A)	1,700.00	1,153.87	546.13 (32%)	546.13
Play park and Playing field			0.00 (N/A)	10,550.00	1,642.50	8,907.50 (84%)	8,907.50
Precept & CIL	41,200.00	45,853.03	4,653.03 (11%)			0.00 (N/A)	4,653.03
Toilet Block		70.61	70.61 (7061%)	6,400.00	5,101.97	1,298.03 (20%)	1,368.64
NET TOTAL	45,800.00	52,348.88	6,548.88 (14%)	44,400.00	35,102.37	9,297.63 (20%)	15,846.51

Total for ALL Cost Centres		52,348.88			35,102.37		
V.A.T.					1,994.26		
GROSS TOTAL		52,348.88			37,096.63		

Expenditure

Column1	Column2	Column3	Column5
£9.00	£0.00	£9.00	Bank Fees - Monthly
£18.00	£0.00	£18.00	Bank Charge - Quarterly
£668.75	£0.00	£668.75	Salary
£181.27	£0.00	£181.27	National Insurance / Income Tax
£162.00	£0.00	£162.00	Toilet Block - Cleaning
£42.00	£0.00	£42.00	Pension
£45.00	£0.00	£45.00	APTC.gov.uk - Domain
£67.27	£13.45	£80.72	Phone
£58.76	£2.94	£61.70	Electricity
£1,268.44			

Income

Net	VAT	Total	Description
£240.00	£0.00	£240.00	Memorial Fees - M15
£37.18	£0.00	£37.18	Allotment Fees - 28B
£70.36	£0.00	£70.36	Allotment Fees - 11
£35.18	£0.00	£35.18	Allotment Fees - 27B
£35.18	£0.00	£35.18	Allotment Fees - 6B
£35.18	£0.00	£35.18	Allotment Fees - 28A
£35.18	£0.00	£35.18	Allotment Fees - 19B
£70.36	£0.00	£70.36	Allotment Fees - 13B
£70.36	£0.00	£70.36	Allotment Fees - 3
£70.36	£0.00	£70.36	Allotment Fees - 10
£35.18	£0.00	£35.18	Allotment Fees - 2A
£35.18	£0.00	£35.18	Allotment Fees - 24B
£35.18	£0.00	£35.18	Allotment Fees - 13A
£35.18	£0.00	£35.18	Allotment Fees - 1B
£35.18	£0.00	£35.18	Allotment Fees - 26B
£35.18	£0.00	£35.18	Allotment Fees - 12A
£35.18	£0.00	£35.18	Allotment Fees - 17B
£35.18	£0.00	£35.18	Allotment Fees - 21A
£35.18	£0.00	£35.18	Allotment Fees - 4B
£1,015.96			

Paid previous month but not notes against plot number

£35.18	£0.00	£35.18	Allotment Fees - 15A
£70.36	£0.00	£70.36	Allotment Fees - 2B & 16A
£35.18	£0.00	£35.18	Allotment Fees - 17A
£35.18	£0.00	£35.18	Allotment Fees - 1A