

Notice of the Annual Parish 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 16 th May 2024
Place...	Langton Matravers Village Hall

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

Yours faithfully

M Harrington

Michelle Harrington Parish
Clerk & RFO

7th May 2024

Members to sign the "Members Declaration of Acceptance of Office".

AGENDA

- 0524-1. ELECTION OF CHAIRMAN AND RECEIPT OF CHAIRMAN DECLARATION OF ACCEPTANCE OF OFFICE**
To receive nominations for councillors to stand as Parish Council Chairman. Chairman to sign the "Chairman Declaration of Acceptance of Office".
- 0524-2. ELECTION OF VICE CHAIRMAN AND RECEIPT OF VICE CHAIRMAN DECLARATION OF ACCEPTANCE OF OFFICE**
To receive nominations for councillors to stand as Parish Council Vice Chairman. Vice-Chairman to sign the "Vice-Chairman Declaration of Acceptance of Office".
- 0524-3. APOLOGIES FOR ABSENCE**
To receive apologies of absence and to approve the reasons given. (Local Government Act (LGA) 1972 s85 (1))
- 0524-4. 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).
 - To note all Councillors will be sent a link via email to update / fill in a Declaration of Interest.
 - All Councillors to declare if they require a dispensation and sign accordingly.
- 0524-5. COUNCIL STRUCTURE**
To review the Parish Council structure for
- Working groups, Lead Councillors, Portfolio Holders – **APPENDIX**
 - Resolve that LMPC meets the two eligibility criteria for the "General Power of Competence."
 - Determine the time and place of ordinary Council meetings up to May 2025
 - Review Clerk's delegated powers
 - Bank Signatories
 - Standing Orders & Financial Regulations
 - Risk Assessments & Policies
- 0524-6. NATIONAL TRUST REPORT**
To receive a report from the National Trust.
- 0524-7. DORSET COUNCILLOR'S REPORT**
To receive a report from the South East Purbeck Ward Member of Dorset Council.

0524-8. PUBLIC PARTICIPATION.

Questions from members of public.

0524-9. MATTERS ARISING FROM PUBLIC PARTICIPATION.

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

0524-10. VILLAGE SHOP WORKING PARTY UPDATE

To receive an update from Cllr Golob.

0524-11. PLANNING AND LICENSING MATTERS

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. P/FUL/2024/02124 Location: Poppies Team Room Langton Matravers BH19 3EU Proposal: Retain animal shelter

0524-12. PREVIOUS MEETING MINUTES – APPENDIX

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

0524-13. MATTERS ARISING (ACTION LOG) - APPENDIX

To note actions may be updated after the agenda is published. A copy can be requested from the Clerk.

- a. Rhine Paving

0524-14. CLERKS REPORT - APPENDIX

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
- b. New SID location traffic survey report.- To note the SID survey report
- c. Land Registry - To discuss and agree away forward on land owned / leased by the Parish Council.
- d. Parish Matters

0524-15. FINANCIAL MATTERS - APPENDIX

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

- a. Bank balance.
- b. Monthly income and expenditure
To approve the monthly expenditure and note the income.
- c. St Georges Pre- School Grant Application - **ANNEX**
To discuss / approve / reject the grant application.
- d. Internal Auditors Report - **ANNEX**
To discuss and agree away forward from the Internal Auditors report.
- e. The annual governance & accountability return 2023/24 part 3 – **ANNEX**
To approve the following sections of the Annual Governance & Accountability Return 2023/24 Part 3 for submission to the Council's External Auditor:
 - 1 Section 1 – Annual Governance Statement 2023/24
 - 2 Section 2 – Accounting Statements 2023/24
 - 3 Year End Finance Summary
 - 4 Notice of Public Rights & Publication of Unaudited Annual Governance & Accountability Return
To note the period of Notice of Public Rights & Publication of Unaudited Annual Governance & Accountability Return will be from 3rd June to 12th July 2024.
- f. Annual financial matters
 1. Internal audit arrangements
 2. Insurance arrangements
 3. Direct Debits (and standing orders)
 4. Review subscriptions

0524-16. CHAIRMAN'S ANNOUNCEMENTS

To receive a report from the Council Chairman and or Vice Chairman.

0524-17. 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.

Appendix 5a Working groups, Lead Councillors, Portfolio Holders

Current

Portfolio Holder	Ways & Means (including finance, HR, legal & governance)	Cllr William Knight
	Planning & Housing	Cllr Peter Golob
	Highways and Transport	+1
	Parish Amenities (including Cemetery, allotments, playground and woodland trail)	Cllr Daryle Pearson
	Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities)	Cllr Pete Christie
	Quarries / Agriculture	+1
	Community & Communications (including surgery, school liaison & grant application)	Cllr Maggie Sutton
	Environment and Tourism	Cllr Pete Christie
	Emergency Planning.	+1
Lead Councillor	Ways & Means (including finance, HR, legal & governance)	Cllr Peter Golob
	Planning & Housing	Cllr Maggie Sutton
	Highways and Transport	Cllr Pete Christie
	Parish Amenities (including Cemetery, allotments, playground and woodland trail)	Cllr Pete Christie
	Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities)	Cllr William Knight
	Quarries / Agriculture	+1
	Community & Communications (including surgery, school liaison & grant application)	Cllr Daryle Pearson
	Environment and Tourism	+1
	Emergency Planning.	Cllr Daryle Pearson
Liaison Officer	Allotment	Cllr Christie & Cllr Pearson
	Tree & Hedgerow	Mr Loudoun
	Rights of Way	+1
	Village Hall Management Committee	Cllr Pearson
Committee	Staff Appeals Committee	3 Cllr's not part of SEDAC group
	SEDAC	Cllr Christie, Cllr Golob, Cllr Knight & Cllr Pearson
Working Party	Cemetery (New extension)	Mr Loudoun, Cllr Pearson & Clerk
	Emergency Planning	Mr Vaughan-Arbuckle & Cllr Pearson
	Governance	Cllr Christie, Cllr Golob, Cllr Knight, Cllr Pearson & Clerk
	Planning	+3
	Playground - Monthly Inspection	+1
Representatives on other bodies <i>(Note representatives do not have to be Cllr's)</i>	Dorset Association for Parish & Town Council (DAPTC)	Cllr Person +1
	SE Parish	Chairman & Clerk
	Timson Trust	Chairman + two others (need not be Councillors)

Cllr's stepping down but agreed to remain in group

Cllr's stepping down leaving gap

Suggested discussion held

Parish Council of Langton Matravers

MINUTES OF THE PARISH COUNCIL MEETING OF LANGTON MATRAVERS PARISH COUNCIL HELD ON THURSDAY 11TH APRIL 2024 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 Sutton & Cllr Vaughan-Arbuckle.

IN ATTENDANCE:

13 Members of Public & Michelle Harrington (Clerk)

ABSENT:

Cllr Brooks (Dorset Council)

It was noted this meeting is being recorded by the Clerk, to aid the minute type up. Recordings will be deleted once the draft minutes are approve.

0424-115. APOLOGIES FOR ABSENCE

All Councillor were present.

0424-116. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

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

0424-117. NATIONAL TRUST REPORT

A report was emailed before the meeting, this was noted.

0424-118. DORSET COUNCILLOR'S REPORT

Cllr Brooks stated as we are in the Pre-Election period there is no news to report.

Cllr Brooks was asked to give an overview of the Timpson Trust this was given. Thanks were given to Cllr Brooks on this project, as we are now making progress.

0424-119. PUBLIC PARTICIPATION

The meeting was adjourned.

3 members of public raised concern on the Downs Quarry planning application this was noted.

1 member of public raised concern on the large amount of trees being cut down at South Hyde, this was noted.

1 member of public made representation on the South Hyde planning application, this was noted.

1 member of public raised a concern regarding the ditch by Spyway Orchard, this was noted.

The meeting was reconvened.

0424-120. MATTERS ARISING FROM PUBLIC PARTICIPATION

All items raised within the Public session are listed within the agenda so will be discussed and recorded accordingly.

0424-121. VILLAGE SHOP WORKING PARTY UPDATE – APPENDIX 121

Cllr Golob presented a report before the meeting.

Proposed Cllr Golob

Seconded Cllr Knight

RESOLVED – Council agreed to cover the following costs:

1. 1 Printing Costs incurred 2024.02.26 £37.50
2. 2 Printing Costs incurred 2024.03.22 £60
3. 3 Printing costs – new questionnaire for 2nd May £80
4. 5 Village Hall Rental (5 meetings – Memorial Room) £60

Proposed Cllr Golob

Seconded Cllr Knight

RESOLVED: Agree in principle to cover the following costs pending powers allowing.

(LGA 1972, s137 Power to incur expenditure not otherwise authorised on anything which in the Council's opinion is in the interest of the area or part of it or all or some of the inhabitants.)

1. 4. Plunkett Foundation Membership – including estimated regulatory fees £660
2. 6. Contingency £102.50

Sign:

Date:

Chairman:

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0424-125. MINUTES FROM PREVIOUS MEETING
The minutes from the full council meeting held on Thursday 14th March 2024 were approved and signed as a correct record of the meeting.

0424-126. MATTERS ARISING FROM THE PREVIOUS MINUTES (NOT COVERED ELSEWHERE ON THE AGENDA).

- a Grit Bins – A statement was submitted before the meeting detail costs from 3 Contractors.
RESOLVED: Cllr Christie will undertake an audit of the locality and state of each grit bin and report back..
- b Application No: P/VOC/2023/07522. This is discussed and resolved under planning above.
- c Priest Way Leaflet – A statement was submitted before the meeting detailing cost to produce a new Priest Way leaflet. This was discussed:
RESOLVED: The Clerk will contact the National Trust to ask they contribute towards the new leaflet. Cllr Vaughan-Arbuckle will pass on the leaflet designer details to the Clerk to take on the project
- d Aster - Pavement – Item no. 0224-90 it was agreed to remove this item from the Action list as all actions have now been completed by Cllr Vaughan Arbuckle.
- e Water run-off Spyway – Item no, 0224-90 it was agreed to remove this item from the Action list as this has now been superseded by Cllr Christies Flooding report as noted above.
- f Cllr Knight stated SEDAC had met and would submit draft Finance reg's and standing orders next month.
- g. Cllr Knight presented a copy a Model Contract for the role of Parish Clerk. It was agreed to adopt the model template and that SEDAC would personalise for the Clerk. All changes will be back dated to 1st April 2024.

0424-127. CLERK'S REPORT

- a Correspondence.
- a1 Pavements in Langton Matravers. Flooding / Highways improvements
Correspondence was received before the meeting regarding the pavements in Langton Matravers.
It was noted Dorset Council have made it clear they will repair any pavement issue which is brought to their attention, however the repair will use tarmac.
ACTION: Clerk to add to the May agenda the Parish Council consider their position on the approach to replacement pavements. (Rhino paving)
- a2 Footpath heading North / South via Steppes Hill
Correspondence was received before the meeting regarding the footpath heading North / South via Steppes Hill requesting if "something can again be done about the footpath heading N/S via Steppes Hill estate".
RESOLVED – The clerk to reply to the member of public and let them know at this stage the Parish Council will take no further action, as this path is a permissive path therefore there is no legal obligation to repair the path by the land owner and we run the risk of them closing the path permanently.
- a3 Hidden Memorials in the Old Cemetery.
Correspondence was received before the meeting requesting hidden memorials in the Old Cemetery covered in ivy be cleared.
It was stated a response had been send stating, a Dorset Council representative had been contacted, as this is a closed cemetery under Dorset Council maintenance.
- B Possible new SID location
A report was submitted before the meeting, detailing a working partnership with Swanage Town Council to install another SID pole near the relatively new 30 m.p.h. speed limit, just before the junction with Langton Matravers. It was noted the costs will be approx. £475 per Council, with Swanage Town Council having already paid in full for a site survey.
RESOLVED – To ratify the working partnership with Swanage Town Council.

0424-128. FINANCE MATTERS

- a Bank Balances
A report was submitted before the meeting detailing the bank balances as of 31st March 2024 this was noted.
- | | | | |
|----------------|------------|----------------------------|------------|
| Unity 20477192 | £1,051.15 | Unity 20477189 | £10,749.14 |
| Lloyds | £68,661.61 | – as of 28th February 2024 | |
| Total | £80,461.90 | | |

Sign:

Date:

Chairman:

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b Monthly expenditure & Income – APPENDIX 128

A report was submitted before the meeting detailing the monthly expenditure for March 2024.

Date	Net	VAT	Total	Description	Power Used for Spend
01.04.2024	£10.27	£0.00	£10.27	Refreshments	Entertainment and the Arts - LGA 1972, s.145
01.04.2024	£44.00	£0.00	£44.00	Village Hall Rent	Conference facilities - Local Government Act 1972, s.144
01.04.2024	£59.71	£2.99	£62.70	Electricity - Highways	Highways - Highways Act 1980, s301
01.04.2024	£948.75	£0.00	£948.75	Training	Local Government Act 1972 s.137
01.04.2024	£45.52	£9.10	£54.62	Pension	Pensions Act 2008 s.33 (employee contributions) & Pension Act 2008 s.3 (employer contributions)
01.04.2024	£723.29	£0.00	£723.29	Salary	Administration of the council - Local Government Act 1972 s 112 (1)
11.04.2024	£109.76	£21.95	£131.71	Stationary	Local Government Act 1972 s.111
11.04.2024	£143.40	£0.00	£143.40	Toilet Block - Cleaning	Local Government Act 1972 s.111
11.04.2024	£500.00	£100.00	£600.00	SID Deployment	Local Government Act 1972 s.111
11.04.2024	£197.82	£0.00	£197.82	National Insurance / Income Tax	Administration of the council - Local Government Act 1972 s 112 (1)
11.04.2024	£60.00	£0.00	£60.00	Leaflets - Village Shop	Local Government Act 2000 s4
12.04.2024	£347.20	£0.00	£347.20	Annual Subscription	
Total			3,323.76		

The expenditure of £3,323.76 was agreed.

ACTION: Clerk to process payments.

c. St Georges Pre-School Grant Application

A copy of the grant application and accompanying papers were submitted before the meeting, this was discussed.

RESOLVED – Carry forward to May meeting.

ACTION: Clerk to add to May agenda

d. Asset Register

Cllr Knight submitted a statement before the meeting this was discussed.

Proposed Cllr Knight

Seconded Cllr Christie

RESOLVED – To set a minimum asset value for recording purposes of £150. To dispose of the foghorn, laminator, old computer, and laptop charger

e. Reserves

Cllr Knight submitted a statement before the meeting this was discussed.

Proposed Cllr Knight

Seconded Cllr Christie

RESOLVED – To create a new reserve fund (Staff coverage) with a total of £6,000 .

It was noted detail regarding the Speed Radar Gun was missing from the asset register and should read acquired in 2020 for £229 (not inc VAT) and the location is Cllr Christie's home.

0424-129. CHAIRMAN'S ANNOUNCEMENTS.

A verbal report was given by Cllr Knight, noting Cllr Paul Loudoun and Cllr Ian Vaughan-Arbuckle are leaving the Parish Council. Formal thanks were given to both for the work they have both achieved over the years.

0424-130. PORTFOLIO HOLDER / LEAD COUNCILLOR REPORTS

Portfolio Holders / Lead Councillors were invited to give a verbal update within their area:

- a. Ways & Means (including finance, HR, legal & governance) - Nothing to report
- b. Planning & Housing – Cllr Sutton submitted a report before the meeting confirming the housing needs figures.
- c. Highways and Transport Cllr Vaughan-Arbuckle stated the Priest Way leaflet is nearly complete.
ACTION: Clerk to contact the National Trust to ask if they would contribute to the cost of the leaflet, in return for their logo being alongside all other sponsors. It was agreed to print 7,500 copies.
It was suggested the Car Park working party be re-instated. Cllr Loudoun and Cllr Vaughan Arbuckle both agreed to join the working group next month as non-councillors alongside Cllr Pearson. It was agreed the working group would re-start discussions with the Scott Estate.
- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail) –
Out of the four empty 2 filled. Other two on-going with parish residents.
Cllr Pearson stated Cllr Pearson, Cllr Loudoun and the Clerk attended a meeting yesterday with a local quarry owner in regard to cleaning the soil of any loose stone to enable the new extension area to be used for burials. It was noted we are having to look at planning and will bring back next month. Cllr Loudoun has agreed to continue on the Cemetery extension working party.
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities - Nothing to report.
- f. Quarries / Agriculture – Cllr Loudoun noted a large tree fell and blocked Crack Lane the other day. Due to the early hours of the morning when it was discovered it was cleared by local residents. Cllr Loudoun noted that there are several trees leaning plus a dead Elm tree in the area and the Council may need to investigate land ownership so that they can be contacted in regard to having the area made safe.
ACTION: Clerk to find out who owns the trees /land either side of Crack lane (entire length of lane) It was agreed the Clerk carry out Land registry search for Deeds and titles at minimal cost.
- g. Community & Communications (including surgery, school liaison & grant application). Nothing to report
- h. Environment and Tourism – Nothing to report.
- i. Emergency Planning. - Nothing to report

The next meeting:

Date: Thursday 16th May 2024 (Noting this is the third Thursday of the month, due to elections)

Location: Langton Matravers Village Hall

Time: 19:00

Closed at 21.28

Sign:

Chairman:

Date:

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Appendix 13 – Action Log

Action Number (year number / consecutive number)	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.
0424-122	Clerk	Surface Water Site meeting	Clerk to write Stakeholders – (Aster Synergy, National Trust, Holiday Property Bond Cottages & Environmental Team) including report photo's to ask for meeting to discuss the flooding issue.	06-05-24 Letter drafted
0424-127	Clerk	Rhino Paving	Clerk to add to the May agenda the Parish Council consider their position on the approach to replacement pavements. (Rhino paving)	12-04-24 Complete
0424-127	Clerk	Correspondence - Path	Clerk to reply to the member of public and let them know at this stage the Parish Council will take no further action, as this path is a permissive path therefore there is no legal obligation to repair the path by the land owner and we run the risk of them closing the path permanently.	12-04-24 email received from corresponded, stating they were at the meeting and heard the reply
0424-128	Clerk	Finance Payments	Clerk to process payments.	12-04-24 Complete
0424-128c	Clerk	Grant Application	Carry forward to May meeting.	12-04-24 Complete
0424-128e	Clerk	Reserves	Clerk to create a new reserve fund (Staff coverage) with a total of £6,000 .	12-04-24 Complete
0424-130	Clerk	Trees - Crack Lane	Clerk to find out who owns the trees /land either side of Crack lane (entire length of lane) It was agreed the Clerk carry out Land registry search for Deeds and titles at minimal cost.	
0424-126 0324-104	Clerk	Grit Bins	Clerk to look into cost of new bins and report back in the April meeting.	28-03-24 three contractors prices gained, Contractor 1 200L £274.80, 400L £448.80, Contractor 2 100L 149.90, 200L £199.99 400L £299.99. Contractor 3 90L £144.73 160L £215.66 400L £298.14 Recommend Contractor 2 200L or 400L 11-4-24 Cllr Christie to under take an audit of the grit bins locations and status

0324-109c	Clerk	Tender for toilet block cleaning and grass cutting	Clerk to compile a tender document for both the Grounds Maintenance and Toilet Block and present to the Governance Committee for first amendments.	
0324-110	Clerk	Asset Register	Clerk to circulate the Asset register to all Councillors. All Councillors to identify if there are items bought previously which are not listed.	26/03/2024 email sent to Cllr's 28-03-24 Several Cllrs replied over last few days. List is being updated. 02-04-24 Added to agenda at WK request
0324-113h	Clerk	TPO & The Hyde	Clerk to contact Dorset Council Treeworks Officer to see if there had had be any undertaking of the work promised to place a TPO on all the trees at the bottom of The Hyde, and if not why not?	28-03-24 email sent to Carolyn Mcphie 24-04-24 TPO approved by DC
0324-108 0224-95	Clerk	Cemetery Shed Door Replacement	Clerk to obtain quotes for an externally opening door, with the option of either retaining the existing wooden door or replacing with a metal door and report back to Council.	09-02-24 Contact made with possible contractor 22-02-24 Contact made with possible contractors 28-02-24 quote received from 1 contractor £2,175 for metal door and frame with laminated wood effect door. Or £1,930 for metal door and frame with painted door. 11-03-24 Clerk to contact Wessex Industrial Doors to confirm the order.
0424-126 0224-96b	Clerk	Priest Way Leaflets	Cllr Vaughan-Arbuckle to contact the previous designer to arrange updating the old leaflet.	22-02-24 Perenco contacted 23-02-24 Perenco offered to pay £100 onwards re-design costs. 11-03-24 Clerk to contact surrounding Parish / Town Council to ask if they would like to contribute towards the cost of print. Plus to ask Perenco for logo for Cllr Vaughan Arbuckle. 28-03-24 STC & WMPC contacted. Perenco email sent asking for logo 11-04-24 Clerk will contact the National Trust to ask they contribute towards the new leaflet. Cllr Vaughan-Arbuckle will pass on the leaflet designer details to the Clerk to take on the project (7,500 to be printed) 24-04-24 NT Confirmed £100 contribution 26-04-24 Sam from Cumulus agreed to pay £100 after being contacted by Tom 27-04-24 Rosie from Land and Wave agreed to pay £100 after being contacted by Tom
0124-76	P Golob	Village Shop Working Group	Cllr Christie to be invited to join the Village Shop Working Group.	Feb-24 Village meeting to be called by P Golob to establish desire for shop and in what form

0224-94 , 1223-54 a5	Clerk	Assets of Community Value	Clerk to apply to re-register the Scout & Guide Hut, the Public toilet / Parish office and St George's playing field.	15-01-24 Email received from resident requested Council consider the following assets: Allotments (owned by National Trust); Museum (Church); Old Malthouse (SATAO - directors - Marcus Clarke/Simon Moll).; Putlake - owner Henry Scott (Scott Estate) The Kings Arms; Timpson Cottages; Speakers Corner (where Reg Saville's bench is) It is also suggested the Woodland Trail / Orchard be considered 02-02-24 Forms completed disseminated to Cllr's for review in February meeting. 08-02-24 agreed forms to submit as presented 22-02-24 Village Hall listed as an ACV by DC 23-02-24 Scout Hut, Public toilets / office & St Georges Playing field forms submitted 23-02-24 Village Hall confirmed as ACV by DC 11-03-24 The clerk was asked to Investigate and report back as to what happens if the entire Old Malt House site is put up for sale if the tennis courts and walled garden are listed as an Asset of Community Value. 19-03-24 Spoke with Fiona DC who is checking with manager and will come back. 25-04-24 Public toilets and parish office listed as an ACV by DC 02-05-24 any residential area can not be listed as an ACV, therefore the Old Rectory (when formally a residential care home) can not be listed. the OMH site, is still pending. 02-05-24 St Georges PLaying field and The Scout and Guide Hut have been approved for listing.
1223-54 d	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 b	Clerk	Budget / Precept	Clerk to input budget into Scribe	Can not be input until 2024 YS as year not open in Scribe
1123-41a	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.	
1123-41d	Clerk	Website - New	Clerk to develop a new website on the gov.uk domain.	

a. Correspondence

1. None received to date not already distributed via email.

b. New SID Location

To note the Dorset Council possible new SID location report. Copies disseminated to Councillors 24-04-24.
To note a copy is available from the Clerk on request.

c. Land Registry.

It has recently been brought to my attention, that if a Parish Council signs a Lease (for 7+ years) for an area of land, they must register the land with HM Land Registry. Having looked on the Land Registry I can see Crack Lane cemetery is not registered, the Parish Office and public toilets are not registered, the woodland area is not registered, the playground in its entirety as one area (field and park) is registered, and the allotments are registered. For both the playpark and allotments I can not see who has registered the land, the owners or us as lease holders.

Through the HM Land Register copies of the Title register can be bought for £3 and usually these show who currently has the land registered.

The process to register land is not straight forward, and therefore it is suggested we seek professional help by a Solicitor. Cost is Approx £250 per hour and registering land with a copy of the lease usually takes approx. 1 – 1.5 hours.

Recommendation: The Clerk investigate who has the Playpark and allotments registered. The Clerk to instruct a solicitor to work on LMPC behalf for register the Cemetery, the PC office and toilet block, the allotments, the play park and the woodland area.

d. Parish Matters

To note any urgent Parish Matter not already listed on the agenda and to discuss this item title for the main agenda.

Appendix 15 – Finance Report

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

0524-5a	Bank Balance
	As of 30 th April 2024
	Unity 20477192 £1,051.16
	Unity 20477189 £28,128.55
	Lloyds £68,661.61 – as of 28 th February 2024
	Total £97,41.32

b Monthly expenditure
To approve the below expenditure

Date	Net	VAT	Total	Description	Supplier	Bank
07.05.2024	£72.59	£14.52	£87.11	Phone & Broadband	XLN Business Services	Unity Trust Bank
07.05.2024	£120.00	£24.00	£144.00	Domain Hosting	Mark Gracey GDPR	Unity Trust Bank
07.05.2024	£544.00	£108.80	£652.80	Grounds Maintenance	ITB Gardening and Tree Care Ltd	Unity Trust Bank
07.05.2024	£1,610.07	£0.00	£1,610.07	Salary	Michelle Harrington	Unity Trust Bank
07.05.2024	£711.08	£0.00	£711.08	National Insurance / Income Tax	HMRC	Unity Trust Bank
07.05.2024	£144.29	£0.00	£144.29	Pension	NEST	Unity Trust Bank
02.05.2024	£320.00	£0.00	£320.00	Audit	Do the Numbers Ltd	Unity Trust Bank
12.04.2024	£347.20	£0.00	£347.20	Annual Subscription	DAPTC - Dorset Association of Parish and Town Councils	Unity Trust Bank