West Lulworth Parish Council

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PLEASE NOTE

In the absence of a Clerk, Dorset Association of Parish & Town Councils (DAPTC) will attend to act as temporary Clerk and in an advisory capacity only, to support the Parish Council as a member of DAPTC.

Councillors are hereby summoned to attend a meeting of West Lulworth Parish Council to be held at WEST LULWORTH VILLAGE HALL on MONDAY 2 NOVEMBER 2026 at 6.30pm for the purpose of transacting the following business.

AGENDA

1. **Opening Remarks and Welcome**
2. **Consider the appointment of temporary clerk, Clare Smith, as Responsible Finance Officer for the meeting**
3. **Apologies** – to receive and approve apologies for absence.
4. **Declarations of Interest** – to receive any declarations of interest and requests for dispensations.
5. **Public Questions and Discussions Period** – an open forum to put forward questions and/or comments. *Please note a maximum time limit of 15 minutes may be imposed.*
6. **Minutes** – to approve the minutes of the previous meeting held on 5 October 2026 as an accurate record of that meeting.
7. **Reports from Dorset Council members** – to receive and note any reports.
8. **Consider a response to the planning application:**
   a. P/FUL/2026/04864/ 10 Sunnyside, West Lulworth, BH20 5RT/ 'Demolition of existing dwelling and erection of a replacement two-storey, three-bed detached house'.
9. **Finance**
   a. Consider and approve the following retrospective payments:
      i. Item 1: £600.00 – aborted purchase of bus shelter. Pengillys Solicitors
      ii. Item 2: £50.00 – 2024 election cost. Dorset Council.
   b. Agree purchase of dog fouling signs and agree next steps for installation
10. **Consider arranging a public meeting about speeding and illegal parking and agree any actions**
11. **Consider Community Response Plan for winter and agree any actions**
    a. Liaise with Village Hall for placement of sandbags stores
    b. Consider purchase of sandbag stores
    c. Arrange transfer of sandbags to stores
    d. Arrange advertising of availability
12. **Confirm and update on any arrangements for Remembrance Sunday**
13. **Consider the purchase of software to manage council financial reporting.**

14. **Consider the provision of a new domain name, website and mailboxes for the parish council**
15. **Consultations and Items for Discussion or Report**
    a. To receive any Councillor portfolio feedback
16. **Correspondence** – to receive and note any correspondence.
17. **Items for the Next Agenda** – to agree any items for consideration at the next meeting.
18. **EXCLUSION OF PRESS AND PUBLIC** – to resolve, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public be excluded from the meeting during the following items of business, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the reports.
19. **Employment Matters**
    a. To receive a report from the interview panel and agree any resulting actions and support
    b. To agree any support and handover/mentoring for the new Parish Clerk
20. **To receive report from Mulberry Local Authority Services Ltd and agree any actions**
21. **To approve the Annual Governance and Accountability Return (AGAR) 2025/26**
    a. Approve and sign Certificate of Exemption – spend below £25,000
    b. Approve Annual Internal Audit Report
    c. Approve and sign Annual Governance Statement
    d. Approve and sign Accounting Statements 2025/26
    e. Agree dates of Notice for the period for the exercise of public rights 2025/26

Gareth Wilson

Cllr Gareth Wilson, Chair & Interim Proper Officer
West Lulworth Parish Council
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