Lytchett Matravers Parish Council

Detailed Design of the Recreation Ground Car Park – Stage 1

1 Introduction

This paper follows on from a paper on the Conceptual Design of the Recreation Ground Car Park that was approved by the Parish Council at the Full Council meeting in September 2019. That paper set out the following next steps which were approved by the Parish Council:

- The Village Centre Working Group will discuss the design with Dorset Council Highways to obtain feedback, e.g. in relation to the proposed High Street Crossing, and to clarify the process for securing Dorset Council Consent
- A Detailed Design will be developed by the Village Centre Working Group and presented to the Parish Council, prior to preparation of an information pack to be sent out to potential suppliers to obtain quotes.

The first of these was completed in January 2020 with submission for an application for Planning Permission. The Dorset Council decision on that application is expected in mid March. Comments already submitted by residents of Lytchett Matravers, and by Dorset Council Highways as part of the Planning Application process have been reviewed to confirm that the Detailed Design proposed here is compliant.

Key stakeholder groups, including the Hannams Close freeholders, and the 1st Lytchett Matravers Scout Group have also been consulted, and comments received have been factored in to the design.

The project has been split into two stages. This paper presents the Detailed Design for Stage 1 for approval by the Parish Council, and sets out the next steps towards implementing Stage 1.

The Detailed Design for Stage 2 will be submitted to the Parish Council for approval later in 2020.

The target is to complete the Stage 1 works in time for the Lytchett Matravers Football Club Tournament on 13th/14th June 2020.

2 The Detailed Design for Stage 1

Appendix 1 presents a Design Statement for the works to be carried out.

Appendix 2 presents the Existing Layout of the east end of the Recreation Ground Car Park.

Appendices 3 and 4 present Detailed Design Drawings of the Proposed Recreation Ground Car Park.

The Detailed Design is made up of the Design Statement presented in Appendix 1, together with the Drawings presented in Appendix 3 and Appendix 4.

3 Next Steps

Once the Detailed Design has been approved, the next steps are:

1. Review the final Dorset Council decision on the application for Planning Permission, and amend the design to the extent needed.
2. Obtain Quotes against the Detailed Design from a minimum of 3 suppliers. The suppliers selected will need to be accredited for work on the public highway. The requirements for this have been confirmed with the Dorset Council.
3. The quotes obtained will be submitted to the Parish Council for approval prior to the start of works.

4 Recommendations

The Parish Council is asked to approve the following:

- The Detailed Design for Stage 1, as set out in Appendix 1, Appendix 3, and Appendix 4.
- The Next Steps set out in section 3.

Councillor Rob Carswell
Councillor Ralph Watts
February 2020

Appendix 1 – Design Statement

WORKS TO EXTEND AND ENHANCE THE EXISTING CAR PARKING AREA

Client: Lytchett Matravers Parish Council

Architect: Ken Morgan RIBA

1 BACKGROUND

1.1...Climate Emergency - The Parish Council have formally declared a 'Climate Emergency'. This should now inform and influence every PC sponsored project. Discouraging the use of motor vehicles must be a major objective in this. So why are we proposing to enlarge the car park? The reasons are set out below.

1.2...Village Facilities - Lytchett Matravers is fortunate in having retained most essential services – shop, library, surgery, pharmacy, hairdresser, village hall, sports club, pubs, school, churches etc - but their viability and survival depends upon use by local people. One of the principal proposals of the adopted Neighbourhood Plan is to support these existing commercial and community facilities and to encourage new facilities and enterprises.

1.3....Village Centre - Most of these facilities (except the school and churches) are arranged along the High Street and the village centre can be taken as the Library/Tesco.

1.4....Walking Distances - Much of the village housing is within a 5 minute walking distance of this centre. Only the extremities are more than a 10minute walk. In fine weather many residents from within the 5 minute zone will walk to the centre. Use of a car is more likely in the 10minute zone and extremely likely beyond that. The emerging new Purbeck Local Plan will almost certainly propose c 50 new homes within the 5 minute zone, but another c100 are likely at the southern extremity of the village, well outside of the 10 minute zone.

1.5...Enhanced Walking Routes - The Parish Council are proposing to enhance the existing pedestrian routes through the village and also create new paths. The principal north-south path route through the village centre is to be extended to the school. This will encourage more walking trips.

1.6...Car Trips – Poole or Lytchett? - However, it is inevitable that car use will continue and almost certainly increase with further development about to come forward. Those existing and additional car journeys will be tempted towards Poole and all of its attractions, just a 15 minute trip away. To ensure the survival of our village facilities (and to reduce vehicle miles) we rather need to attract those car users to stay within Lytchett Matravers.

1.7...Encourage Single Trip Visits - The concept therefore is to provide adequate and attractive parking right in the village centre. If we can arrange this so that a single stop off can access all facilities, additional car trips will be avoided. A spin off benefit is that the crossover of short walking trips will encourage more chance encounters and social interaction, key to a cohesive community.

1.8...Existing On Street Parking - Presently, 4 x parking spaces including a disabled bay are available adjacent to the shops (albeit these are coned off at delivery times), plus there are c10 kerbside spaces along the High Street between Anncott Close and the bus stop layby. However, with the rearrangement of Tesco's delivery lorry space, some parking will be lost from outside the shop. A safe pedestrian High Street crossing point will lose another 1 or 2 spaces.

1.9...Existing Rec Car Park *(Read in conjunction with dwg 1805.15A)* – The car park on the south side of the High Street alongside the Rec is owned by the Parish Council. It is split into 2 interlinked sections divided by the Sports Club and Scout Hut. The larger part is at the uphill west end by the Village Hall. The smaller part, accommodating c16 spaces, is to the east of the Scout Hut and opposite the Library. Splayed brick walls and piers with steel height control gantries, mark the entrances to each part of the car park. A wide hedge separates the car park from the High Street. (In anticipation of this project, the eastern part of this has just been removed ahead of the March bird

nesting season). Whilst the car park is very well placed to serve the Rec and village centre, it is inefficiently laid out with a width of c14.5m whereas 16m would be necessary to facilitate 2 rows of nose-in parking around a central aisle. This is exacerbated by the vehicle link which constrains parking along the north side. The brick walls and hedge hide the car park and discourage users from the High Street. It is not an attractive space.

2 DESIGN OBJECTIVES

2.1...Parking Capacity - To rearrange and maximise the parking capacity.

2.2...Character - To make an attractive public space, with visual connectivity from the Tesco forecourt up into The Library Green, across the High Street, on into the Rec and along the footpath southwards to the School. The Car Park should become a positive, attractive and integral part of the village scene.

2.3...Village Square - As part of this, the Car Park could be envisaged as the 'Village Square' with trees for shade, seating for company and chatting, or to rest and watch life go by. Perhaps follow the French example of space for Boules or (more English) Skittles. The Square could occasionally be used as a Market Space, for Exhibitions and certainly, to still accommodate the Fish and Chip Van.

2.4...Pedestrian Movement - Easy pedestrian movement should be considered :– a) Across the High Street to Tesco, to the Pharmacy and to the Library; - b) As part of the north-south walking route to School, especially allowing a safe High Street crossing point; - c) East- West along the south side of the High Street towards the Village Hall. This could form part of a 'healthy circuit' around the Rec.

2.5...Mobility + Accessibility - Easy transit for push chairs, walking aids, mobility scooters and wheelchairs must be achieved.

2.6...Disabled Parking - Ensure that c10% of parking spaces are suitable and reserved for wheelchair accessibility. This requires spaces with a margin of c1.2m to be maintained alongside the parked vehicle without an intervening kerb line.

2.7...Electric Vehicle Charging Points - The use of electric vehicles is starting and will increase. The Government has just announced their intention to phase out the manufacture/sales of all non electric vehicles by 2015. This will necessitate a huge increase in the number of EV charging points around the country. As part of this, the PC wish to incorporate at least 2 EVCPs in this scheme with provision to increase that number in the future.

2.8...Bicycle Parking – Incorporate storage and locking points for Bicycles

2.9...Storm Water Run-Off - The existing car park is hard surfaced with a slope of c1:25 down to the east end. There are a number of gullies to intercept and collect run off but there is an acknowledged overspill problem at the east end. The new car park arrangement must not exacerbate, but rather seek to solve this problem. The basic principle adopted by planning authorities is that the rate of surface water run-off must not be increased by development/engineering works. Minimising new impermeable surface area and the use of sw 'attenuation' will be necessary.

2.9...Minimise Waste - As far as practicable, the project should reuse existing surfaces and other features, a) to contain public expenditure and b) to minimise waste and 'carbon footprint'.

2.10..Target Completion - The target completion date for the project is mid June 2020 in time for the Sports Club Football Tournament and then the Village Fair.

3 PROPOSAL (Read in conjunction with dwg 1805.16D)

Note – the full scope of works indicated on the drawing is to be carried out in 2 x Stages. The sections below describe Stage 1. Stage 2, comprising the Scout Hut Verandah with solar pv array, vendor power supply + pv intake, Sports Club screen wall + Porch and Bus Shelter is to follow.

3.1...7m Extension - The layout of the variously sized football pitches (and possibly a future revival of the cricket pitch) leaves a spare grassed area in the NE corner of the rec. The Car Park will therefore be extended 7m southwards, with additional free space to be soft landscaped and tree planted.

3.2...Parking Capacity - The link between the upper and lower car parks will be closed to vehicles and the number of parking spaces will be increased from c16 to 29.

3.3...Existing Access - The existing access/exit point will be altered to become a one-way entrance point. The brick walls and gantry will be removed and the hard surfaced connection from the High Street reduced to 4.8m with 2.4m radii on both sides.

3.4...New Access - A new exit point onto the High Street will be formed 20m westwards, again 4.8m wide with 2.4m radii on both sides.

3.5...Layout - A 6m wide clockwise one-way circulation route between the High Street access/exit points will serve the parking bays arranged nose-in on both sides. The parking bays are all to be generously proportioned at 5.0m x 2.5m

3.6...Disabled Spaces - 2 x Disabled bays will be sited in the NE corner, closest to the shops and High Street crossing. A 3rd bay will be sited adjacent to the EV charging point. There are a number of additional bays sited next to walkways which could also be used for wheelchair transfer.

3.7...Electric Vehicle Charging - An Electric Vehicle Charging Point comprising a single pillar with 2 x outlets will be sited at the centre of the car park with 3 adjacent parking spaces reserved. Should these be blocked, there are a further 3 spaces which could be used for charging. If it is later decided to increase the number of charging points, these spaces would also be reserved for EVs. Power to the EVCP will be taken from the SSE main at the east end of the car park via an underground duct to a draw pit and cabinet adjacent to the pillar. Connection to possible additional pillars will thus entail minimal disruption.

3.8...North-South Pedestrian Route – The footpath running beside the Rec from Hannams Close will form part of the north-south safe route to school. Presently its intersection with the High Street is unevenly surfaced and tight with minimal visibility onto the High Street pavement. The footpath will therefore be moved eastwards c1.8m separated from the boundary wall/fence with a new planted area. The existing twisted metal guard railing (designed to stop pedestrians, especially young children) from stepping straight into the line of traffic) will be replaced with another planted area including large boulders serving that same function.

3.9...East-West Pedestrian Route – A new 2m wide footpath will be formed from the High Street Crossing, across the face of the Car Park and thence through the link past the Scout Hut and Sports Club, via the Bus Stop and into the top car park heading towards the Village Hall. At every kerb intersection and vehicle crossing point, flush kerbs will be provided to facilitate push chairs and mobility aids

3.10..Bicycle Parking – Proprietary stainless steel hoops will be sited in the SW and SE corners of the Car Park.

3.11...Lighting – The existing lamp standard close to the High Street end of the Rec footpath will remain in place but be turned through 180° to address the realigned path and throw light onto the car park. Additional illumination will come from the existing street light on the north side of the High Street. No additional lighting is proposed.

3.12...Vehicle Area Surfacing – As far as possible the existing tarmac car park surface is to be retained along with the pcc kerb along its north side by the former hedge line. Some localised repairs will be required and making good where drainage and service ducts are to be cut through. Along the south side extension, the existing kerb will be removed and the tarmac extended c 1.5m to a new pcc dished channel. Beyond this, the 5m deep parking area out to a new pcc kerbline will be laid in hoggin laid into and over gridded reinforcement cells. The hoggin is permeable to minimise storm water run off, but also creates a 'softer', less urban character.

3.13...Demarcation - Parking bays on the tarmac areas will be white lined. The spaces reserved for disabled and EV charging will be marked and signed with the prescribed logos. The 10 x hoggin surfaced bays will be indicated with paint on the approach dished channel and a second set of paint marking on the outer kerb.

3.14...Pedestrian Area Surfacing – The 2m wide footpath from the upper car park running eastwards uses the existing tarmac to the NE corner where it meets the existing High Street pavement. A small area of new base and surface will be required at the angled offset and also across the line of the demolished brick walls. The pedestrian function will be demarcated with a resin/chipping overlay onto the existing tarmac. This will similarly be carried across a 3.5m wide zone alongside the Scout Hut and also into the zone around the EVCP pillar.

The north-south footpath at the east end will be formed behind a conventional pcc raised kerb, necessary to capture and direct storm water run off to gullies at each end. This section of footpath will be tarmacked to pick up on the existing pathway.

3.15...Games Area for Boules and/or Table Tennis – A part of the former vehicle link along the north side of the Scout Hut measuring c 14m x 4m is to be excavated, levelled and surfaced with hoggin. The existing ground level drops c600mm through this zone. The new level should be set c225mm up from the NE corner of the building, ie below DPC level. Salvaged railway sleepers, tied with rebar pins, will contain the level differences around the hoggined area. In anticipation of the future verandah and solar pv array in Stage 2, a 100mm duct with draw wire is to be laid from the Scout Hut, below the games area to the NE corner of the Scout Hut.

3.16 Planting Areas – The contractor is to prepare planting areas by clearing all buried and surface debris, breaking compacted subsoil and backfilling with topsoil obtained from the 7m extension zone. Planting will not form part of the main contract. Instead it will be undertaken by a specialist landscape contractor in late September/October. Species are still to be determined but planting is to be carried out in 5 areas:-

i) The 3.5m wide zone of the former hedge and highway verge is cleared and presently comprise topsoil roughly level with the kerb. The zone is to be planted, including a number of specimen trees, in combination with large heathstone boulders. These are of the same red sandstone (sometimes referred to as Lytchett Matravers stone) which underlies the village. St Mary's Church, the back of the Methodist Chapel and Castle Farm are all made of heathstone. It can be obtained from Wilkes' Pit but, being a difficult material to build with, is not actively marketed. They have a stockpile and consider it almost a waste side product. Note that any objects or planting within the 'visibility splays' as defined on dwg 1805.15 are to be maintained below 600mm height.

ii) A narrower section of verge is to be excavated and kerbed to the east of the new car park entrance. This is to be landscaped as (i) above including 'pedestrian deterrent' boulders as described in 3.8 above.

iii) An 'island' of greenery is to be introduced to the centre of the car park adjacent to the EVCP area and measuring 5m x 1.4m. The existing tarmac and sub-base stone is to be excavated including a tree pit 2m diameter x 1.5m deep with perforated irrigation pipes for future maintenance. The 'island' is to be backfilled with topsoil c500mm deep. A substantial specimen tree (Oak?) should be planted here as the centrepiece feature of the Village Square. The understorey should be planted with a tough pedestrian deterrent ground cover. A protective circular metal fence tree guard will be required.

iv) A planted strip c1.8 m wide is to be formed at the east end of the site (3.8 above). This will be over the existing footpath below which, records suggest (3.20 below), run electric, gas, water and telephone mains services. Deep excavation and large scale planting will not therefore be possible. It must also be anticipated that future maintenance excavation to these services will be required. The tarmac surface is to be taken up. The underlying stone base is to be carefully removed and backfilled with c300mm topsoil for planting. Planting containers may be appropriate and/or climbing plants on a trellis to screen the close boarded fence beyond.

v) The SW and SE corners of the car park area will include bicycle stands with background shrub planting together with a range of trees yet to be determined.

3.17...Posts – Vehicles are to be prevented from driving onto the playing field by a row of 600mm high x 150mm x 150mm recycled plastic posts along the south side of the car park. Similar posts 900mm highare to be sited at the west end of the former vehicular link by the Sports Club.

3.18...Signing - The Car Park will be arranged on a one-way clockwise circulation system. The Entrance off the High Street will be to the east. The Exit back to the High Street will be to the west. Standard blue/white One-Way signs are to be sited at the Entrance. Standard red/white No-Entry signs are to be sited at the Exit.

3.19...Drainage *(Read in conjunction with dwg 1805.17A)* – An existing car park gully to the west of the new High Street access will be retained within the resin/chipping surfaced new footpath. 2 x new gullies will be formed halfway down the new car park. The 2 x existing gullies at the east end will be slightly repositioned and a 3rd added. 100mm sw drains will collect these 5 x gullies with a number of rodding access chambers. In the SE corner, they will connect to a new 150mm perforated land drain pipe laid as a 'French Drain' running southwards across the rec to intercept and collect storm water run off from the playing fields.

It is understood that in 2013 a new network of land drains was laid beneath parts of the playing field. The drawings show these connected to a 160mm sw drain run close to the Play Area.

It is proposed to run the new car park sw drain to connect with the field drainage system at an existing inspection chamber. The adequacy of the attenuation system (which should have been put in with the field drainage) beyond the Skate Ramp has yet to be ascertained. It is possible that this may have to be enlarged and/or the former pond adjacent to Eldons Drove could be cleared and excavated to provide a new attenuation system.

3.20...Existing Mains Services *(Read in conjunction with dwg 1805.17A)* – Records of the statutory undertaking's mains services and plant were obtained in January 2019. The records comprise maps from SGN/Gas, SSE/Electric, Wessex Water/Supply, Wessex Water/Sewers and BT OpenReach/Telephone. These will be made available to the contractor who will be required to verify with his own enquiries. As an indication and warning to the contractor, a summary of the adjacent services is shown on dwg 1805.17A. Gas, Electric, Water and Telephone services are all routed under, or below the east footpath. There is no record of underground services below the rest of the car park, nor below the south verge of the High Street. There are overhead cables between poles above this verge. Cables drop from this run to the Sports Club east gable. Design drawings (1984) show the fw drain from the Sports Club and Scout Hut running below the rec to the south of the car park (clear of the 7m extension) towards Hannams Close. This is to be checked before excavation.

4 PHASING

4.1...Safety + Public Access - During the works the contractor will be required to provide secure fencing and all necessary barriers and signing to ensure public safety. He will also be required to maintain as much public parking as practicable on site together with safe pedestrian access from the High Street crossing point southwards beside the rec and northwards towards the Village Hall. The contractor will be responsible to arrange suitable phasing but, as a guide, we suggest the following.

4.2...Phase 1 (10th Feb) Remove hedge – Already implemented.

4.2...Phase 2 (6th April 1 week) Remove brick walls – Work zone around walls to be fenced off. Public vehicular access to car park from top car park entrance via link past Sports Club/Scout Hut. East footpath remains in use.

4.3...Phase 3 (13th April 4 weeks) Form new highway access – Fenced off work zone excludes east end of car park which remains in use via existing entrance. Access to Scout Hut remains via link. Works include 7m extension.

4.4...Phase 4 (11th May 3 weeks) Alter existing highway access – Fenced off work zone transferred to east end of car park whilst retaining east footpath. West end of car park brought into use via new highway access.

4.5...Phase 5 (25th May 2 weeks) As Phase 4 but footpath along High Street fully open. East footpath temporarily closed with diversion through car park to west side of fenced work area.

4.6...Completion – (June 8th) Car Park fully open.

5 STATUTORY APPROVALS

5...1 Planning Permission – The works are generally deemed to be Permitted Development (no PP required) being undertaken by a parish council in compliance with Schedule 2, Part 12 of the Town and Country Planning (General Permitted Development) (England) Order 2015. However, notwithstanding these exemptions, Dorset Council Highways Department have confirmed that, because the High Street is a C class highway, alterations to the existing car park accesses and the formation of a new access will require planning permission as defined by part 2, Class B of the Order. Accordingly a Planning Application (ref 6/20/0033) in respect of the highway accesses only has been submitted to Dorset Council. The Highway Department have raised no objection. There is currently one letter of support from a nearby resident. The 8 week statutory period for determination expires on 18th March.

5...2 Licence to undertake highway works – The contractor must obtain a licence to undertake highways works (kerbing, surfacing etc where the car park meets the High Street) from Dorset Council Highways Department.

6 CONTRACT

6...1 Prospective Contractors – A shortlist of prospective tenderers has been drawn up. Enquiries are to be made to assess their suitability and availability.

6...2 Tender Period – It is intended to issue tender documents on 2nd March allowing 3 weeks for return on 20th March. The tenders are to be assessed by the PC on 25th March with a view to appointing a contractor and starting on site on 6th April.

6...3 Form of Contract – JCT Minor Works Contract (2016). Insurance of works and structures by Employer (LMPC) in joint names. Contractor to carry £5m public liability insurance. Liquidated damages? 3 month defects liability period.

6...4 Exclusions – Planting + EV Charging + Street Light Alteration

i) The planting must be undertaken in the appropriate season – probably late September/October. This work will therefore be excluded from the main contract. A separate landscape contractor may be appointed at a later date or volunteer labour may be utilized.

ii) The Electric Vehicle Charging Point, cabinet, protective bars, EVCP signing and associated wiring will be undertaken by a specialist supplier/contractor under a direct contract with LMPC. That specialist will liaise directly with SSE to arrange the main connection. The main contractor will install a draw pit adjacent to the EVCP and duct with draw string from the SSE connection pit. The main contractor will be required to liaise with the specialist supplier allowing access to undertake these works.

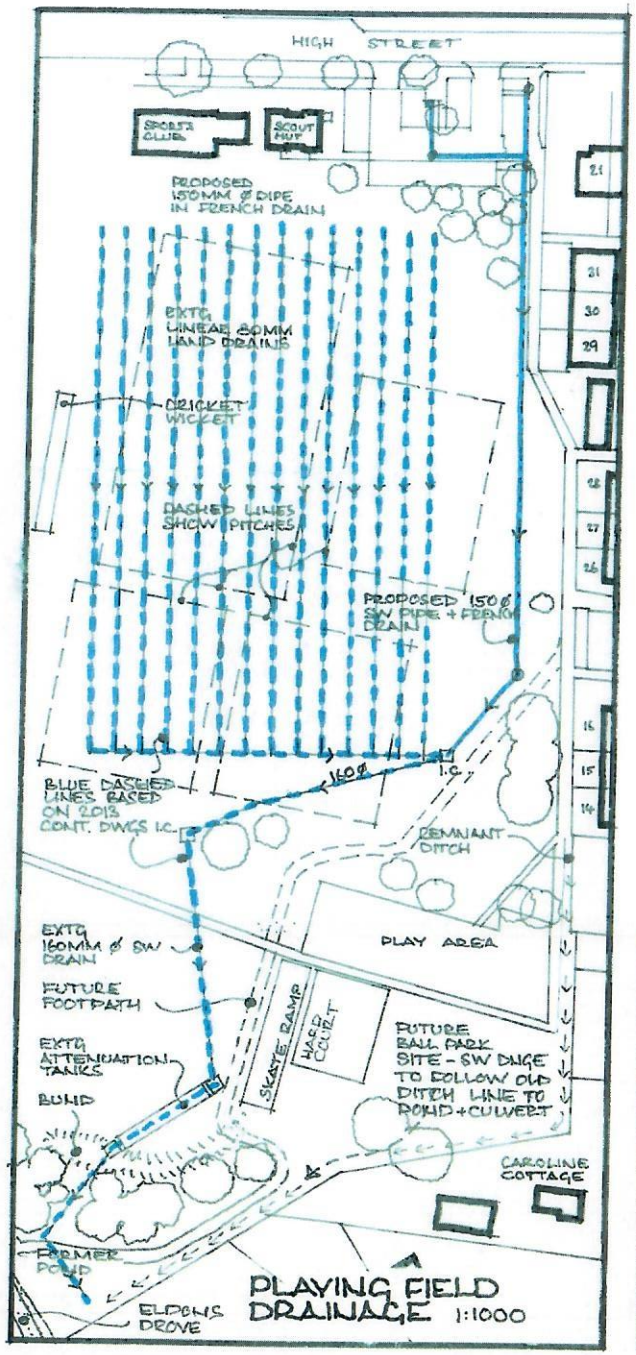
iii) The SSE are responsible for maintaining all Dorset Highways street lighting. They will be commissioned directly by the PC to turn the east end street light through 180°.

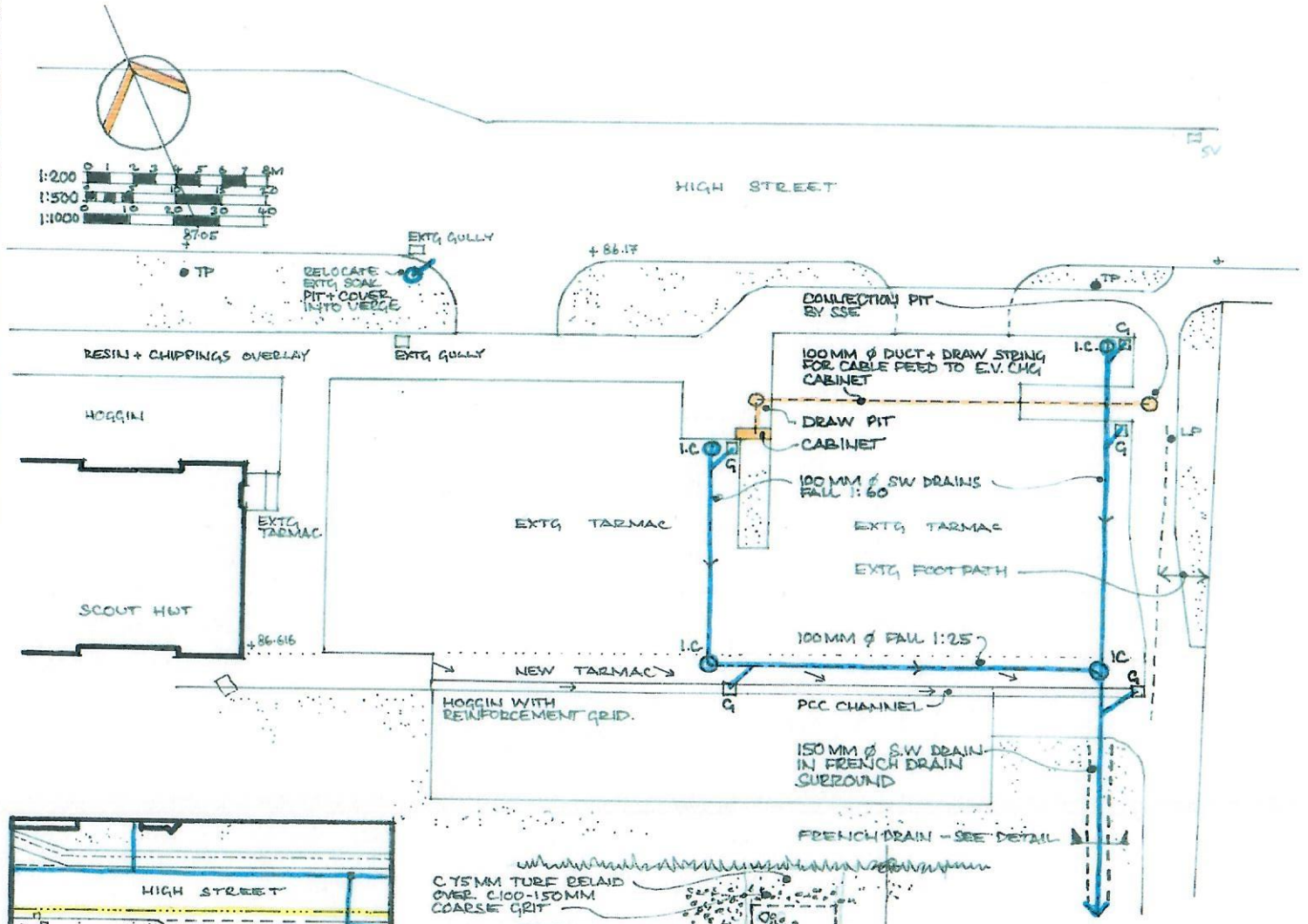
The following Appendices are attached as separate pdf files:

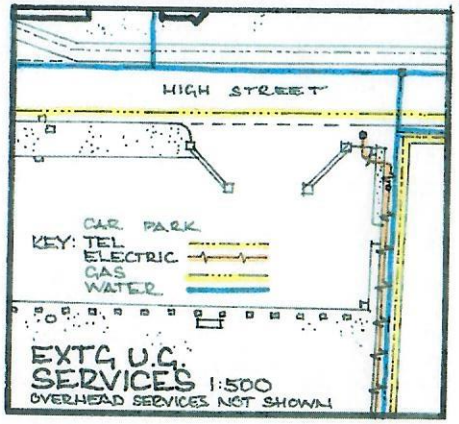
Appendix 2 – Architect's Drawing 1805.15A – Existing Layout

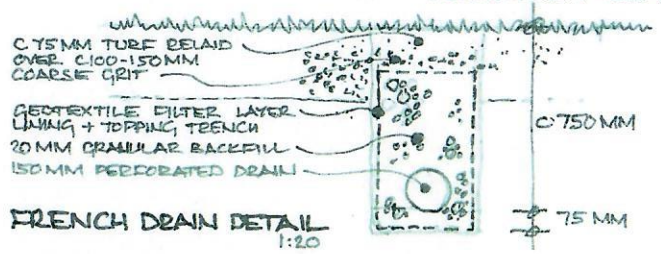
Appendix 3 – Architect's Drawing 1805.16D – Proposed Layout

Appendix 4 – Architect's Drawing 1805.17A – Drainage and Underground Services









FRENCH DRAIN DETAIL 1:20

NOTE - ANTICIPATED CONGESTION OF SERVICES BELOW FOOTPATH. HAND DIG IN LIAISON WITH STATS TO ASCERTAIN.

EXTG U.C. SERVICES ARE BASED ON STATS RECORDS RECD JAN 2019.
NOTE - NO RECORD OF FW SEWER ON SITE

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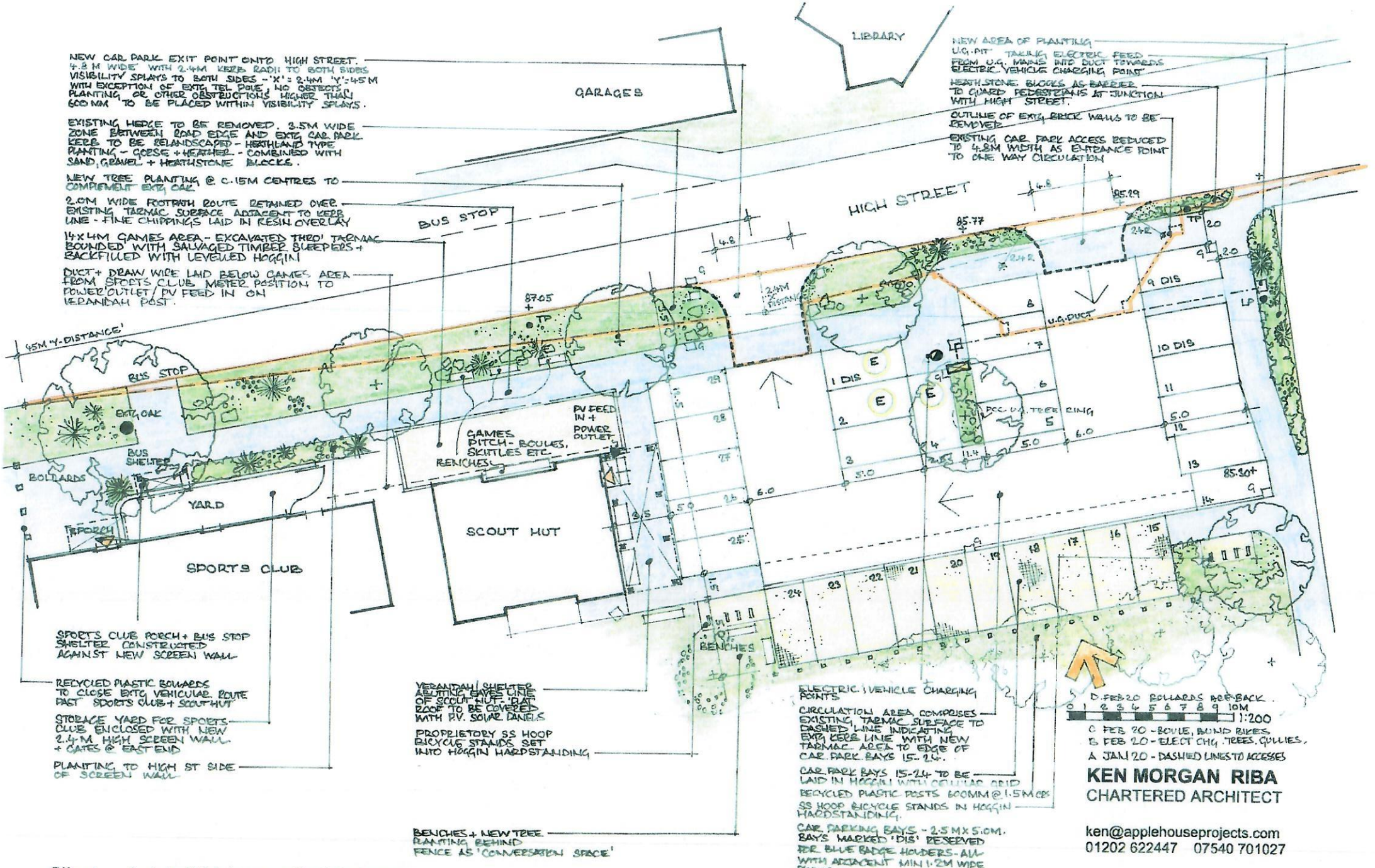
Client: Lytchett Matravers Parish Council

Village Centre High Street Car Park DRAINAGE + UNDERGROUND SERVICES

scale 1:1000 @A3 1:500 1:200
date FEB 2020
dwg no 1805.17A



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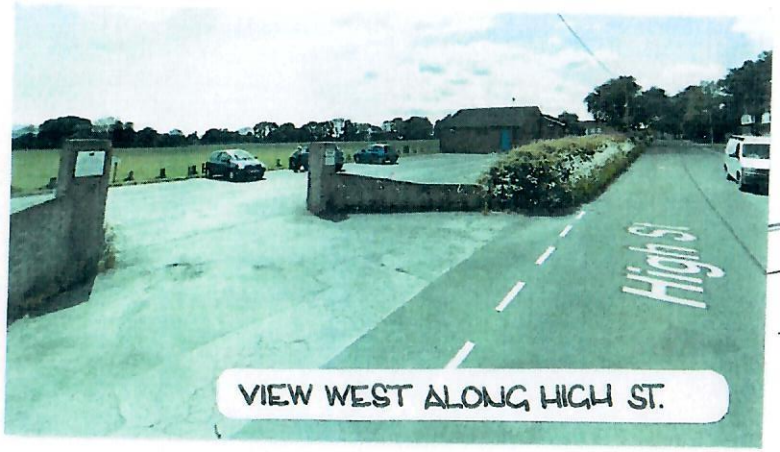
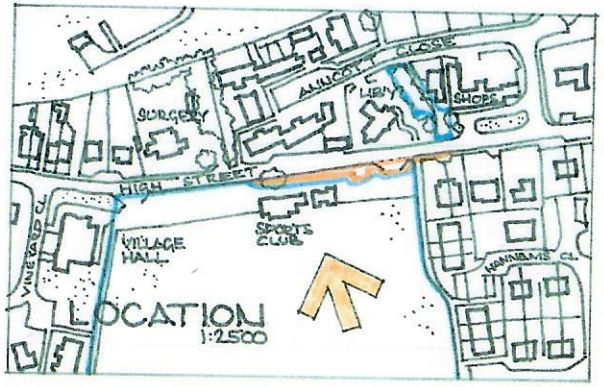
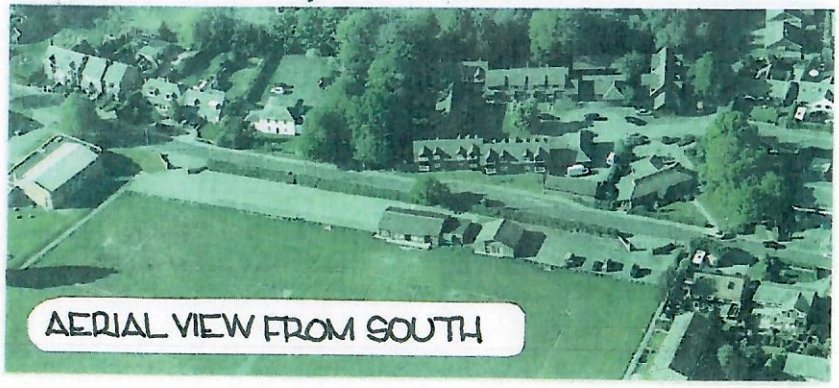
Village Centre High Street Car Park As Proposed

scale 1:200 date Jan 20

dwg no 1805.16 D







REV A FEB 20 GULLIES + DETAILS

SITE PLAN

0 1 2 3 4 5 6 7 8 9 10M 1:200

0 10 20 30 40 50 100M 1:2500

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Village Centre High Street Car Park As Existing

scale 1:2500 + 1:200 date Jan 20

dwg no 1805.15 A