

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

**Meeting held on Wednesday January 13th 2021, at 7.00 p.m. online.**

**PRESENT:** Cllr R Carswell (Vice Chair), A Bush, M Colvey, A Huggins, K Morgan, P Webb and Mr T Watton (Parish Clerk). No members of the public were in attendance.

**PUBLIC PARTICIPATION:** There was none.

## Apologies: M Attridge, B Barker, A Cottman, J Wonnacott.

## Declarations of Pecuniary Interest - and consideration of requests for Special Dispensations under Section 33 of the Localism Act 2011. There were none.

## To receive and approve minutes of the Finance & Policy Committee meeting held on 9th December 2020.

The minutes were **ACCEPTED** as a true record and were forwarded to the meeting chair to sign and return.

## To receive and consider reports of past subject matters.

The following matters were included in the Clerk’s report of past subject matters. [nb: comments made or decisions taken at the meeting are shown *in italics]*

1. **F&GP Cttee 14 October 2020, Minute 7. Allotments hedge trimming (inside).** A local contractor was approached to quote for this task and has responded with the following:
2. Cut sides of hedge line, approx. 200m, from the inside of the allotments, back to wire fence
3. All arisings to be chipped back into hedge

Total price of **£2,950.00 + Vat**

The above was noted by members and the Clerk was requested to obtain two further quotes. These are still to be obtained.

1. **F&GP Cttee 14 October 2020, Minute 8. Parish Clerk to speak to the Gardening Contactor about undertaking 2 days pavement clearing with weed brush machine.** It was noted that this matter remained with Mr Mills and awaiting the availability of a suitable machine for hire. *After brief discussion it was agreed to put this initiative on hold.* ***Action: Parish Clerk to inform Mr Mills accordingly.***
2. **F&GP Cttee 14 October 2020, Minute 9. Possible art project by Lytchett Minster School students to eliminate graffiti on Skate Park.** This had not been able to be progressed due to the Covid-19 lockdown. This project is shelved awaiting a more favourable time. **DEFERRED**
3. **F&GP Cttee 14 October 2020, Minute 11. Development of draft agreement for Defibrillator “hosts”.** At the December F&GP Cttee meeting Cllr Huggins explained that he had hoped to be able to bring forward a completed set of documents on this matter, but was still waiting for some information. He referred to a draft document which serves jointly as a policy and formal agreement between the Council and the owners of premises where a publicly accessible defibrillator is sited. It had been agreed to defer a decision on this document whilst members reflect on its contents. In the meantime, a document covering the necessary procedures is at an earlier stage of development. This is intended to specify on a quarterly basis what actions need to be taken and who will be responsible for them regarding monitoring and maintenance of the defibrillators. Cllr Huggins previously reported that he had made some progress on this, but that further information and clarification was still needed regarding the online monitoring of the units.
4. **F&GP Cttee Planning application responses sent to the DC Planning Team:**

**Planning application 6/2019/0455 Treetops, Flowers Drove, Lytchett Matravers, Poole, BH16 6BX**. Single storey side extensions. Erect detached carport with office above. DC planning portal shows that this application has now been approved.

**Planning application 6/2019/0530 Lewis Wyatt (Construction) Limited. Land off Flowers Drove, Lytchett Matravers.** Change of use of land to Suitable Alternative Natural Greenspace (SANG) & associated car park. DC planning portal shows that this application has still not yet been determined. Mr Collins (planning Officer) has advised that the Section 106 legal agreement is being drawn up. When this agreement has been signed the application can be issued.

**Planning application 6/2020/0213 Selbys Yard, Huntick Road, Lytchett Matravers, Poole, BH16 6BB.** Change of use of site to light industrial (use class B1), general industrial (use class B2) and storage and distribution (use class B8). Erect 15 industrial and storage units and a 'welfare unit' to serve the site. DC planning portal shows that this application has still not yet been determined. It was however noted by members that activity has been taking place on site – e.g. the highway access has been re-made, some surfacing work has been undertaken and the site has been re-fenced. Cllr Webb wondered if this ought to be discussed with the relevant DC Planning Officer.

**Planning application 6/2020/0292. Land at New Park Farm, Dolmans Hill, Lytchett Matravers, BH16 6HP.** Erect temporary agricultural workers dwelling. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2020/0263 St Marys Church, Colehill Road, Lytchett Matravers, Poole, BH16 6BS.** Erect three lamp posts in church car park. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2020/0314 164 Wareham Road, Lytchett Matravers, Poole, BH16 6DT.** Sever plot and erect a detached two storey dwelling with associated access, parking, landscaping and amenity space. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2020/6/2020/0297 (REVISED PROPOSAL) 86 Wareham Road, Lytchett Matravers BH16 6DT.** Alterations to existing building to form additional ground floor 1 bedroom flat and reduce size of shop unit. DC planning portal shows that this application has now been approved. It was reported that at the DC Planning meeting the presenting officer stated that there was evidence of the shop having been properly marketed – however there is no evidence of this on the planning portal website. It was agreed that Cllrs Bush and Morgan would make some further enquiries into the availability of this evidence.

**Planning application 6/2020/0422 Harbour View, Middle Road, Lytchett Matravers, Poole, BH16 6HJ.** Erect 2 storey front extension with first floor terrace. Construct rear dormers & new chimneys. DC planning portal shows that this application has still not yet been determined.

**Planning Application 6/2020/0450 40 Wareham Road, Lytchett Matravers BH16 6DR.** Alterations and extensions to the existing dwelling including a 2 storey front gable extension and alterations to windows & doors. Changes to access and parking layout. DC planning portal shows that this application has still not yet been determined.

**Planning Application 6/2020/0520 28 Landers Reach, Lytchett Matravers, POOLE, BH16 6NB.** Convert detached garage to office & laundry room.DC planning portal shows that this application has now been approved.

**Planning application 6/2020/0459 Land off Eddy Green Road, Lytchett Matravers, Poole, BH16 6HL. 6/2020/0459** Demolish existing outbuildings & erect a new dwelling with associated parking and access.DC planning portal shows that this application has not yet been determined.

## To receive and note the latest 2020-21 bank reconciliation (for purposes of report only).

A copy of the bank reconciliation is attached at Appendix 1 to these minutes. Members had also been sent copies of the relevant bank statements. It was **RESOLVED** to accept and approve this reconciliation.

## To receive and consider a report covering latest 2020-21 council income and EXPENDITURE (FOR PURPOSES OF REPORT ONLY).

The report was circulated to all members by the Parish Clerk. It was **RESOLVED** to accept and approve this***.*** The income and expenditure report is included in Appendix 1 to these minutes.

## TO consider proposals for additional project Working Groups for 2021/22. Note: the existing WGs are Village Centre, Huntick Road Cycleway, Climate Change and Communications.

Cllr Bush explained that this was an opportunity to add items / initiatives for the 2021/22 budget. Members were reminded that the Astro and Library Working Groups are in place. An “In Bloom” Working Group was proposed and it was suggested that the Guerrilla Gardens group might pick up these aspects. Cllr Morgan pointed out a number of smaller elements of work which might be considered to be ancillary to the Village Centre project – such as the pond, what to do with the spoil heap, the skate park, the ball park, etc. It was suggested that these might be taken on by a “Village Environment Working Group”.

Regarding the Foxhills Open Space, it was suggested that money from the Foxhills Open Space maintenance fund be used to restore or improve some pathways on the open space. Cllr Morgan offered to have a look at this area and develop some proposals.

Finally, Cllr Huggins suggested that 2021/22 is treated as a year to consolidate on what has been achieved over the part 2-3 years. This received general support from members.

## To finalise the development of the budget proposal and precept requirement for 2021/22, for consideration by Full Council

Based on the discussion at item 7 above, it was noted that there was nothing to add to the final version of the budget worksheet associated at Appendix 2.

Regarding the matter of the precept for 2021/22, members acknowledged that inflation is currently running at around 1.5% and that the reduction in the council tax base is 0.6%. It was therefore suggested to add 3% (i.e. £2713) to the precept to cover these factors, plus a further £2000 to provide funds for emergency support grants – i.e. making a total precept increase of £4734 or 5.26% (5.9% for D band properties). It was agreed to **RECOMMEND** this precept increase to Full Council.

## To receive and consider a report on the current uptake, waiting list, and rental renewals of the allotments.

The report was circulated to members ahead of the meeting and its content was discussed. It was noted that the four tenants who had not been able to maintain the upkeep of their plots understood and accepted why they had not been invited to renew their tenancy. The first inspection and report will take place in March 2021, and monthly thereafter.

## To consider planning application To consider revised plans for planning application 6/2020/0422 Harbour View, Middle Road, Lytchett Matravers, Poole, BH16 6HJ. Erect 2 storey front extension with first floor terrace. Construct rear dormers & new chimneys.

## The Parish Council considered that the revised plans do not address the fundamental points of its earlier OBJECTION i.e. that it is too imposing in relation to the surrounding properties when taking into account its elevated position and relationship to the neighbouring properties. It was therefore agreed to respond with a further objection stating this point.

## To consider items for the next Parish Magazine

Discussion took place concerning the next Parish Magazine. The following matters were identified for consideration for the Parish Council article:

* That whilst the Guerrilla Gardeners are unable to operate as a group during lockdown there is no reason why individual residents could not pick up litter or tidy up the street or verge frontage to their own properties as part of their daily exercise routine.
* To float ideas for possible future projects – such as the Eldons Drove pond and the Ball Park, etc.

## To note correspondence received.

Cllr Morgan referred to comments on social media locally regarding the condition of parts of the surface of Rocket Park due to the inclement winter weather and the prevailing ground conditions. It was agreed to obtain an estimate of the cost of laying an artificial surface. ***Action: Cllr Huggins to approach Poole Business Services for an estimate of the cost of this.***

The meeting closed at 20:39

Annotated by/on ………………………….Approved by/on ………………………