

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday November 10th 2021, at 7.00 p.m. in the Village Hall

**PRESENT:** Cllr M Attridge (Committee Chair), V Abbott, A Bush, M Colvey, A Huggins, H Khanna, P Webb and Mr T Watton (Parish Clerk).

One member of the public was in attendance.

**PUBLIC PARTICIPATION:**

## A resident of Eldons Drove attended to speak in support of his planning application P/HOU/2021/03170. He explained that this was to accommodate additional family cars; and he confirmed that the hedge screening would remain in place.

##

## 1. Apologies:

Cllrs B Barker, R Carswell, K Korenevsky, K Morgan.

## 2. Declarations of Pecuniary Interest - and consideration of requests for Special Dispensations under Section 33 of the Localism Act 2011.

There were none.

## 3. To receive and approve minutes of the Finance & Policy Committee meeting held on 13th October 2021.

The minutes were **ACCEPTED** as a true record and signed by the Committee Chairman.

## 4. 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 9. Possible art project by Lytchett Minster School students to eliminate graffiti on Skate Park.** It was reported that the paint used is weathering and cracking and consequently some form of clear finish needs to be applied to preserve it. Cllr Morgan indicated that he would investigate this and reported that he had written to the school Art Department about it. Other Council members volunteered to help in applying the protective coat once an appropriate material has been identified.
2. **F&GP Cttee 11 Aug 2021 Minute 4 – New dog waste bin for Middle Rd.** As agreed at the August meeting the Parish Clerk had ordered a new dog bin. Due to supplier delays this was not delivered until Friday 8th October 2021. It is now surmised that the original bin in Middle Road was removed when the new junction between Old Pound Close and Middle Road was formed. This also means that the new bin may not be able to be located in the original location as this may now be too close to the road junction. The Chairman and Clerk have identified a proposed location and Stephen Mepham, DC Highways, has been will be sought for his support for this.
3. **F&GP Cttee 11 Aug 2021, Minute 16 – New bank account with Unity Trust Bank.** Thus account is now open. ***DISCHARGED***
4. **F&GP Cttee 13 Oct 2021 Minute 7, Allotments vacancies and waiting list.** The one remaining vacant plot (Plot 62) has now been let. There are now three names on the waiting list actively requiring plots. Two existing tenants have indicated that they will not be renewing their rentals at the end of this calendar year.
5. **F&GP Cttee 13 Oct 2021 Minute 20 – Relocation of dog waste bin in Purbeck Rd.** As agreed at the October meeting the Parish Clerk has contacted the representative of Drew Smith Ltd to confirm the proposed new site for the dog bin on the other side of the access to the new development is acceptable.
6. **F&GP Cttee 13 Oct 2021 Minute 20 – Residents’ concerns over contractor parking on Purbeck Rd, Purbeck Close and Ballard Close** The Parish Clerk has contacted Drew Smith Ltd and received assurances that contactors will be provided with parking on the development site itself, and should not need to park on-street.
7. **F&GP Cttee Planning application responses sent to the DC Planning Team:**

 **Planning application 6/2020/0459 Land off Eddy Green Road, Lytchett Matravers, Poole, BH16 6HL.** Demolish existing outbuildings & erect a new dwelling with associated parking and access.DC planning portal shows that this application has now been **REFUSED.**

**Planning application 6/2021/0031 Hill House, Jennys Lane, Lytchett Matravers, Poole, BH16 6BP.** Demolish existing store. Conversion of existing workshop to habitable dwelling. DC planning portal currently shows that the application has now been **withdrawn.**

**Planning application 6/2021/0143 7 Keates Meadow, Lytchett Matravers, Poole, BH16 6NF.** Single storey side extension and garage conversion. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0186 Holly Farmhouse, Bartoms Lane, Lytchett Matravers, Poole. BH16 6HN.** Erect an oak framed garage with a room above. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/02709 Eldon House Eldons Drove Lytchett Matravers Dorset BH16 6HH.** Erect a two storey porch on the front elevation. DC planning portal shows that this application has still not yet been determined.

**Planning application P/PALH/2021/02736 76 Wareham Road Lytchett Matravers Dorset BH16 6DT.** Extend and alter existing to form a single storey rear extension. DC planning portal shows that this application has now been **WITHDRAWN**

**Planning application 6/2021/0189 Dew Pond Farm Castle Farm Road Lytchett Matravers Dorset BH16 6DA.** Barn modification (retrospective), solar control cabin and solar panels. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0250 Goresmead Cottage Foxhills Road Lytchett Matravers Dorset BH16 6BD.** Proposed single storey extension & alterations to form living Room. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0269 Plough Point Farm Dolmans Hill Lytchett Matravers BH16 6HP.** Change of use of Barn One (6/2016/0144) and its curtilage from agricultural use to a mixed use for agriculture and small plant machinery for hire. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0260 Kiln Cottage Lime Kiln Road Lytchett Matravers Dorset BH16 6EL.** Demolish existing garage, erect 1 No 4 bedroom chalet bungalow with garage. Erect new double garage for Kiln Cottage. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/02917 The Oaks Middle Road Lytchett Matravers Dorset BH16 6HJ.** Proposed outbuilding. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/03324 High Ash Burbidge Close Lytchett Matravers Dorset BH16 6EG.** Conversion of existing garage into family room and the erection of a new attached garage. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0282 Land east of Wareham Road Lytchett Matravers.** Phased residential development of site for 95 dwellings, new vehicular and pedestrian access onto Wareham Road and other associated works including landscaping and open space.DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0402 25 Lime Kiln Road Lytchett Matravers Dorset BH16 6EL.** Conversion of garage into kitchen. DC planning portal shows that this application has now been **WITHDRAWN.**

**Planning application P/HOU/2021/03345 20 Glebe Road Lytchett Matravers Dorset BH16 6EH.** Single storey rear extension and formation of utility room. DC planning portal shows that this application has not yet been determined.

**Planning application 6/2021/0352 Whytewood Lodge Jennys Lane Lytchett Matravers Dorset BH16 6BP.** Demolish existing dwelling and erect three detached dwellings. DC planning portal shows that this application has not yet been determined.

**Planning application 6/2021/0361 Bexington Lime Kiln Road Lytchett Matravers Dorset BH16 6EL.** Demolition of existing bungalow and outbuildings to enable the construction of five new dwellings with access and parking. DC planning portal shows that this application has not yet been determined.

**Planning application 6/2021/0372 Land at 2 Lions Court Wimborne Road Lytchett Matravers Dorset BH16 6HQ.** Sever land from 2 Lions Court and erect new dwelling. DC planning portal shows that this application has not yet been determined.

**Planning application 6/2021/0376 27 Huntick Estate Lytchett Matravers Dorset BH16 6EB.** Sever land and erect a detached dwelling with parking. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2021/02612 The Cottage Foxhills Road Lytchett Matravers Dorset BH16 6BD.** Proposed severance of curtilege, erection of 1no: 4 bedroom detached house, with associated parking, access, landscaping & amenity space. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2021/02674 Cuckoo Hill Deans Drove Lytchett Matravers Dorset BH16 6EQ.**  New dwelling with associated access and parking.

Planning application P/FUL/2021/02738 Land Adjacent 68 The Spinney Lytchett Matravers Dorset BH16 6AS. Erect 1 No 2 bed house with parking. DC planning portal shows that this application has not yet been determined.

**Amended planning application P/HOU/2021/03324 High Ash Burbidge Close Lytchett Matravers Dorset BH16 6EGP.** Amended proposal for conversion of existing garage into family room and the erection of a new attached garage. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2021/03704 September Cottage Deans Drove Lytchett Matravers BH16 6EQ.** Addition of two storey extension and extended dormer window to the rear. Glazing to existing garage opening to front. DC planning portal shows that this application has not yet been determined.

## 5. To receive and note the 2021-22 year to date bank reconciliation (for purposes of report only).

A copy of the bank reconciliation is attached at Appendix 1 to these minutes. It was **RESOLVED** to accept and approve this reconciliation.

## 6. To receive and consider a report covering 2021-22 year to date 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.

## 7. To receive and consider the ROSPA play area inspection reports (for purposes of report only).

Cllr Huggins referred to the inspection reports carried out on the Council’s behalf by BCP Council as “The Play Area Inspection Company”. Cllr Huggins had summarised and commented on the findings in his report to the Council which had been made available to all members ahead of this meeting. A copy of this is included at Appendix 2 to these minutes. The contents of his report were noted. It was also noted that the Parish Clerk has reported the faults with the Astro playing surface to Replay Maintenance and the faults with the skate ramp surface to Evolution Skate Parks. Both companies will include the necessary repairs in their next scheduled maintenance visits.

**8. To consider the work so far in developing the budget proposal and precept requirement for 2022/23**

The Parish Clerk introduced this by drawing attention to the worksheet he had circulated to all members in advance of this meeting. He explained that this had been constructed in a similar way to previous years – showing YTD actual expenditure and income for each budget line, together with forecasts for ROY to arrive at forecast full year figures. This data, together with any known alterations to suppliers’ charges had been used as the basis for a set of suggested budget figures for “business as usual” (BAU) budget lines. Members were asked to familiarise themselves with this and consider the suggested BAU budget figures ready for a discussion at the December F&GP Cttee meeting. The Working Group leads were also asked to consider the particular budget requirements of each if their initiatives for 2022/23 to add in to this. ***Action: All Council members to consider these details ready for the December F&GP Cttee meeting.***

## 9. To consider planning application P/LBC/2021/04172 Castle Farm House Castle Farm Road Lytchett Matravers BH16 6BZ. Internal and external alterations to facilitate replacement of twin-wall polycarbonate panels on roof of conservatory with grey reconstituted/artificial slate.

**NO OBJECTION**

## 10. To consider planning application P/HOU/2021/03170 1 Eldons Drove Lytchett Matravers BH16 6HH. Erection of extensions to existing attached garage

**NO OBJECTION**

## 11. To consider planning application 6/2021/0372 Land at 2 Lions Court Wimborne Road Lytchett Matravers Dorset BH16 6HQ – Revised. Sever land from 2 Lions Court and erect new dwelling.

The revision to this application was noted by the Parish Council members. However the members considered that the nature of that revision does nothing to address the reasons for objection which the Council had included in its earlier comments. Consequently, that **OBJECTION** still stands.

## 12. To receive and consider a report on the uptake of the charging points in the High St car park.

Members noted that management reports are regularly provided each month by Joju Charging. These have shown a steady increase in usage since introduction and usage is currently running at 24 charging events per month.

## 13. To consider the condition of Rocket Park surface for winter 2021/22.

## In response to a question it was clarified that the cost of a wet pour rubberised surface for Rocket Park would be around £70,000. After discussion it was RESOLVED to order a further supply of 6 bags of Play Bark in time for a scheduled event on 27th November to spread this. *Actions: (i) Parish Clerk to order the bark, (ii) Cllr Abbott to organise volunteers for 27th Nov (iii) Cllr Bush to speak to Mr Gould about transporting the bags of bark from the delivery point in the Eldons Drove car park.*

## Some discussion also took place regarding the level of play interest of the current equipment in Rocket Park, and it was agreed that Cllr Abbott would visit other play parks and come back to the Council with ideas for improvements. *Action: Cllr Abbott to carry out visits and report back accordingly.*

## 14. To consider items for the next Parish Magazine

The following matters were identified:

* Defibrillator training event for the public on 15th January 2021
* The introduction of the new dropped kerbs.

## 15. To note correspondence received.

* Cllr Huggins referred to a letter from a resident of The Spinney asking how, if at all, the trees on the Foxhills Open Space adjacent to their property would be affected by the scheduled works. Cllr Huggins indicated that he would reply to this.
* Cllr Colvey reported on a request he had received for consideration to provide an additional seat on the recreation ground near the BMX area. This will be considered by the Village Environment Working Group.
* Cllr Bush referred to the recent letter from Tescos External Affairs Manager for West of England regarding work to re-model the road “island” area adjacent to the shop. It was noted that work is needed to formulate a reply to this.
* The Parish Clerk referred to a call he had received from a resident who wished to congratulate the council on the new steps near Library Walk.

The meeting closed at 20:08

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

## Appendix 1

Bank reconciliation and 2021/22 year to date report covering income and expenditure.

See separate report.

## Appendix 2

**Subject Title:** **Review of Annual Play Equipment Inspection**

**Date (Month Year):** November 2021

**Report Subject:**

Each year the Parish Council is required to get an independent safety inspection completed on the play equipment we are responsible for. These are The Rocket Park including Ball Court and Skate Ramps; Foxhills Play Area; Lytchett Astro (MUGA). This inspection was completed Sept 2021 by “The Play Inspection Company”.

**Reported by:**

Andrew Huggins

**Subject Status:**

Overall all of the findings are Very Low (12) or Low (29).

Rocket Park

No Action Required

Ball Court

No Action Required

Skate Park

Some missing fixings – Our Clerk has already raised this with the company who maintain the ramps and they will attend and secure as required.

Foxhills Play Area

No action required

Astro

The only point we should address is that a 2’ corner of the Astro surface is not stuck down properly (we believe it to be the North-west corner). This should be highlighted to Relay when they do their next inspection.

The other “Low findings” do not necessitate action.

**Overall comments:**

There are many instances of signs of wear or missing endcaps and minor fittings. At this stage none require further attention and the handyman can monitor through his routine checks.

**Financial Impact:**

None