  
**Minutes of the Meeting of LYTCHETT MATRAVERS PARISH COUNCIL**

**Wednesday 22nd December 2021 at 7:00 in the Village Hall.**

**PRESENT** were A Bush (Council Chairman), M Attridge, A Huggins (from 19:22), M Colvey, H Khanna, K Korenevsky, K Morgan, P Webb and Mr T Watton (Parish Clerk).

**Also present:** Dorset Cllr A Starr, and two members of the public.

**PUBLIC PARTICIPATION SESSION (Standing orders suspended)**

A resident of Glebe Road, representing fellow residents concerned about the proposed development of 95 dwellings on the land to the west of Wareham Rd, began by thanking the Council for the three letters which had been copied to him. He also thanked the Council for actions toward appointment of a Planning Consultant (also referred to in minute 20 below). He sought to understand who David Walsh is, and what influence he might have over the adoption of the Purbeck Local Plan. In response, Dorset Cllr Starr explained that Dorset Cllr Walsh is Portfolio holder for Planning, but that this matter (adoption of PLP2) would be the subject of DC Cabinet consideration and decision.

The resident then went on to ask when the Parish Council might be arranging the next meeting of the Neighbourhood Plan 2 Working Group (NP2WG), and whether this would be before the closure of the current consultation period on aspects of the Purbeck Local Plan (PLP) on 24th January 2022. In response, the Chairman reiterated the limited scope of the current consultation (i.e. issues related to Morden Holiday Park only). This was supported by a remark by Cllr Morgan who referred to a letter from Mr Boyt of DC Planning to another local resident. This letter had stressed that all matters on the PLP are closed except that related to the Holiday Park. The Chairman explained that consequently the only way of now changing the PLP was through a Judicial Review. The Council is to consult a Barrister to ascertain whether they advise that such attempted action is feasible and worthwhile.

Cllr Morgan noted that the resident had remarked that he felt there were flaws in the PLP enquiry process in relation to Green Belt. Cllr Morgan observed that it may be helpful if the resident were to provide a list of those technical or legal points he was concerned about, so that they can be included in the dialogue the Council intends to have with the Barrister.

The Chairman explained that the next NP2WG meeting would take place as soon as is practical. However the appointed consultant would not be available to attend. He went on to emphasise that the reason for seeking to engage a Planning Consultant was primarily related to supporting the process of the revision the Neighbourhood Plan. However their support is also expected to be very helpful with regard to concerns about the threat of Green Belt re-designation – particularly as the draft Dorset Local Plan (DLP) also includes a proposal to take more Green Belt for development locally.

**DORSET COUNCILLORS’ REPORT**

Two reports were submitted - by Cllr Brenton (in her absence) on behalf of herself and Cllr Starr, and by Cllr Bill Pipe (in his absence). These were made available to members ahead of the meeting and are included as appendices to these minutes (appendices 1a and 1b).

## 1. To receive and consider apologies for absence.

Apologies were received from Cllrs V Abbott and B Barker; and Dorset Cllrs A Brenton and B Pipe.

## 2. To receive any declarations of interest, and consider any requests for Special Dispensations under Section 33 of the Localism Act 2011.

There were none.

## 3. To receive and resolve to approve minutes of Council meeting held on 24th November 2021.

It was **RESOLVED** by all present to approve the minutes as a true record of the meeting.

## 4. To receive and consider reports of past subject matters (for the purposes of report only).

It was **RESOLVED** to receive and note the contents of the following report, which had been prepared and circulated in advance of the meeting by the Parish Clerk. Italics below indicate additional comments made during the meeting.

1. **Minute 21, 22nd September 2021 – signage for BMX / cycle dirt track.** Advice on appropriate signage had been sought from British Cycling – the governing body for BMX as a sport. The council’s insurers will also be consulted. A response has now been received from British Cycling. They have some suggested signage for such facilities which they had hoped to receive final approval week ending 27th November 2021 and indicated that a copy would then be forwarded to the Parish Clerk as soon as it is approved. This has not yet been received, so a chaser has been sent.
2. **Minute 21, 22nd September 2021 – naming of BMX / cycle dirt track.** Cllr Attridge is asking the primary school pupils to suggest a name for this new facility. *A response to this is expected in January 2022.*

## 5. Chairman’s announcements (for the purposes of report only).

There were none.

## 6. To receive and note the content of the minutes of the Finance & General purposes committee meeting on 8th December 2021 (for purposes of report only).

It was **RESOLVED** to receive and note the contents of these draft minutes.

## 7. To consider the following recommendations from the Finance & General Purposes Committee

## 7.1 Business as Usual (BAU) budget allocations for 2022/23. This item to also include consideration of proposals for (a) Handyman payments, (b) 5% increase on burial fees and (c) 5% increase on allotment charges. It was RESOLVED to ACCEPT these. With regard to item (a) it was RESOLVED to set the Handyman remuneration for 2022/23 at £9.50 per hour, and to then consider a proposal at the next Finance & General Purposes Committee meeting to link this on an ongoing basis to the National Living Wage rate. *Action: Parish Clerk to make the adjustments to the budget modelling spreadsheet accordingly, and to add a suitable proposal to the next F&GP Cttee agenda.*

## 7.2 Acceptance of Parish Councillor Vacancy Policy for LMPC. RESOLVED to ACCEPT, subject to a minor change to the end of the first sentence of para 2.2 so that it applies to both formal elections and the casual vacancy process. *Action: Cllr Bush to make the necessary change and then reissue*.

## 7.3 Approval of £390 of funding to purchase a speed gun for use by the village Speed Watch Group. RESOLVED to APPROVE.

## 8. To receive a report from the Village Centre Working Group (for purposes of report only)

A summary report had been made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 2 to these minutes. Some concerns were expressed that Dorset Council Highways are proposing to meet with the DC Ward members but to exclude the Parish Council at this stage despite the project having been initiated by the Parish Council.

**9. To receive a report from the Climate Change Emergency Working Group (for purposes of report only).**

A summary report had been made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 3 to these minutes.

## 10. To receive a report from the Huntick Road Cycleway Working Group (for purposes of report only)

A summary report had been made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 4 to these minutes.

**11. To receive a report from the Village Environment Working Group (for purposes of report only)**

A summary report had been made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 5 to these minutes. It was **AGREED** to go ahead with the purchase of the picnic tables. It was noted that a generous pledge of £20K has been made by the Rockley Trust towards the identified Recreation Ground area projects.

## 12. Receive a report from the Neighbourhood Plan 2 Working Group (for purposes of report only).

A summary report had been made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 6 to these minutes.

It was noted that the primary purpose of this Working Group concerns a revision of the Neighbourhood Plan - with emphasis on Green Belt issues. It was noted that the appointment of the Consultant is key to this. The Chairman offered a brief verbal summary of the process of Neighbourhood Plan production, consultation, examination and approval.

Regarding the matter of a Judicial Review of the PLP, it was recognised that there is a need to understand the necessary parameters – and it is noted that the proposed Consultant (see minute 20 below) has some experience of these. It is anticipated that such action could cost in the region of £20-25K, but it is unclear at this stage whether there are sufficient grounds for a successful case to be made. However, it is considered that there is sufficient non-Green Belt land in the Purbeck area to meet the targeted housing needs – and use of Green Belt land in such circumstances is understood to be contrary to the requirements of the NPPF.

## 13. To receive an update on Defibrillator provision (for purposes of report only)

A summary report had been made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 7 to these minutes. Cllr Huggins encouraged members to volunteer to help on the training day.

## 14. To consider further amended 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. As amended by plans received on 7th December 2021, from chalet bungalow to a single storey low level bungalow. NO OBJECTION.

## 15. To consider planning application P/PABA/2021/05355 request for a legal determination from DC as to whether or not Prior Approval is required for the proposal. Dyett's Field High Street Lytchett Matravers Wimborne BH16 6BJ. Erect a new agricultural building measuring approximately 18.29m x 9.14m (60ft x 30ft) giving an area of 167m2. The Council unanimously RESOLVED to OBJECT on the grounds that:

## It is a small parcel of agricultural land in the Green Belt.

## To the Council members’ knowledge, and then verified by speaking to nearby residents, there is no recent history of agricultural activity on this land.

## The overly large size of the proposed new barn cannot be justified – given both the lack of activity on the land in question, and the small overall size of the parcel of land.

The members also observed that it would seem likely that the proposal to build on this site in the Green Belt may be with the intention of the building being converted for some other purpose in the future.

The Council also wished to make the general point to Dorset Council Planning that they feel very strongly that the PC should be consulted on any and all applications which concern land designated as Green Belt within this parish.

## 16. To consider planning application P/PAAC/2021/04126 request for a legal determination from DC as to whether or not Prior Approval is required for the proposal. Five Fields Dolmans Hill Lytchett Matravers Poole BH16 6HP. Conversion of existing agricultural building to a 1 bedroom residential dwelling. The Council unanimously RESOLVED to OBJECT on the grounds that it concerns a tumbledown shed which is understood locally to have been demolished and rebuilt – evidently in anticipation of this application; and that the proposal is for a residence, but is on Green Belt designated land. The Council members also wished to reiterate the general point to Dorset Council Planning that they feel very strongly that the PC should be consulted on any and all applications which concern land designated as Green Belt within this parish.

**17. To consider application P/CLE/2021/05532 (Cert of Lawfulness) Redbridge Farm Dolmans Hill Lytchett Matravers BH16 6HP. Construction and use of a building as an independent residential unit of accommodation (The Forge) and the use of an existing building as a permanent residential unit (The Grainstore).** The Council unanimously **RESOLVED** to **OBJECT** on the grounds that this concerns a proposed dwelling in the Green Belt and is therefore a further example of erosion of the Green Belt within the parish of Lytchett Matravers. In addition, neither the Parish Council nor its residents have been properly consulted on it.

The Council membersalso wished to further reiterate their general point to Dorset Council Planning that they feel very strongly that the PC should be consulted on any and all applications which concern land designated as Green Belt within this parish.

## 18. To consider application P/HOU/2021/05490 9 Hann Gardens Lytchett Matravers Poole BH16 6FD. Erect single storey rear extension and conversion of part of garage. NO OBJECTION.

## 19. To consider Parish Councillor Vacancy Procedure for LMPC.

Subject to a minor amendment suggested by the Parish Clerk, this was unanimously **RESOLVED** to **APPROVE** this.

## 20. To approve selection of Dorset Planning Consultant Ltd to advise on the revision of the Neighbourhood Plan up to a limit of £12k within this financial year (to March 31, 2022).

It was noted that all three were close in cost and therefore the recommendation is based on relative experience. Unanimously **RESOLVED** to **APPROVE** the appointment ofJo Witherden of Dorsetplanning.co.uk.

## 21. To approve application for Locality grant to offset the Neighbourhood Planning consultant expense within this financial year (to March 31, 2022)

Unanimously **RESOLVED** to **APPROVE.** In response to a question it was clarified that this should be around £5-7K.

## 22. To approve engagement of professional legal advice regarding benefits of a Judicial Review with respect to the proposed re-designation of Green Belt aspects within the emerging Purbeck Local Plan and emerging Dorset Local Plan up to a limit of £5k within this financial year (to March 31, 2022).

Unanimously **RESOLVED** to **APPROVE.**

**23. To consider quote for further tree works at Foxhills Open Space.**Unanimously **RESOLVED to APPROVE** expenditure of £600 for these further tree works; and agreed to leave the felled willow tree trunk. ***Action: Cllr Huggins to advise the contractor accordingly.***

## 24. To resolve to approve the following payments already made:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Octopus Energy | Sports Pavilion electricity charge for period 1st- 31st Nov 2021 | 79.51 | 3.98 | 83.49 |
| Poole Arbor Tree Services Ltd | Tree works at Foxhills Open Space | 2800.00 | 560.00 | 3360.00 |
| Poole Arbor Tree Services Ltd | Tree works at Hannams Close | 500.00 | 100.00 | 600.00 |
| British Telecommunications | Office phone and broadband – Nov 2021 | 52.40 | 10.48 | 62.88 |

It was **RESOLVED** to approve the above payment already made.

## 25. To resolve to approve the following payments due:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total** |
| T Watton | Clerk’s salary – Dec (12 equal monthly payments by SO) | 1039.25 | 0.00 | 1039.25 |
| Dorset County Pension Fund | LGPS pension contrib Dec 2021 | 383.38 | 0.00 | 383.38 |
| HMRC | PAYE quarter 3 2021/22 | 779.40 | 0.00 | 779.40 |
| T Homer | Handyman duties Nov 2021 | 414.00 | 0.00 | 414.00 |
| Idverde Ltd | Cemetery maintenance Nov 2021 | 303.49 | 60.69 | 364.18 |
| CF Selby & Son | Machines and labour for cutting vegetation at Lytchett Astro – Feb 2021 | 380.00 | 76.00 | 456.00 |
| Purbeck Film Festival | Grant 2021 | 150.00 | 0.00 | 150.00 |
| Replay Maintenance Ltd | Half yearly maintenance visit – Lytchett Astro pitch | 470.25 | 94.05 | 564.30 |
| Alison Clothier | Cover for Parish Clerk – F&GP Cttee meeting 8th Dec 2021 | 70.25 | 0.00 | 70.25 |
| Mark Gracey GDPR | Annual website hosting & Annual website updates retainer | 570.00 | 114.00 | 684.00 |

It wa**s RESOLVED** to approve all of the above payments.

## **26. To note any training undertaken by members or the Clerk in the past month (for purposes of report only).**

None.

## 27. To note any decisions and / or action taken by Parish Clerk under “Openness of Local Government Bodies Regulations 2014”, Part 3, Paragraphs 6-10, Record of Decisions and Access to Documents (for purposes of report only).

There were none.

## 28. Correspondence (for purposes of report only).

Cllr Khanna reported that she had received correspondence concerning a possible grant application to the Talbot Village Trust (ref: Village Environment WG initiatives).

The Parish Clerk reported that he had received correspondence from a resident living near the Village Hall regarding a toy which had become lodged on the hall roof. This correspondence has been acknowledged and then forwarded on to a member of the Village Hall Management Committee.

## 29. To note date of next meeting and items for future agendas.

The next full council meeting is scheduled to take place online on Wednesday 26th January 2022 at 7pm in the village hall.

The meeting closed at 20:35 Annotated by/on ……………………………..Signed by……………………

# Appendices

## APPENDIX 1a

**Report to Lytchett Matravers Parish Council for 22nd December 2021**

**From Cllrs Alex Brenton and Andrew Starr**

**Covid Omecron variant**. As we have learnt recently the new variant Covid is running wild, and new restrictions may come in at any time, but more likely we will all restrict our own activities and no government instructions or help may challenge the viability of local business. Can I encourage you all to use your local independent businesses and markets as much as possible.

**New supermarket at Upton.** We were concerned that DC have not cut down the brush at the side of the slip road from Bypass to new Aldi entrance at Upton. The DC Highways team were asked to do this immediately on Thursday. We believe it should be done by Wednesday 23rd. At the time of the planning application Highways engineers were asked for a light controlled crossing opposite the store but did not believe it was necessary. Time will tell and speed flows and speed will be monitored to decide the need.

**Battlelab.** We attended the MOD Battlelab project at Winfrith Innovation Park. Surprisingly interesting as it is a new idea to build and use a facility and rentable office spaces for MOD linked and other start-up businesses in IT and technology so projects can be tested in a safe and secure building. This has come from an arms-length funding, and is open to enquiries which are not MOD connected.

**Dorset Council budget** proposals will be put to the Cabinet in January for a recommendation to Full Council in February. It will be a balanced budget, not only because that is a legal requirement, but also because of the way in which we have used a zero-based approach to the budget preparations this year. It does include some proposed savings and that is always problematical. DC is hoping the increased rate needed in budget will be less than present inflation. The central government support grant appears to be better than expected but details are lacking.

**Dorset Council Chief Executive’s message.**

*“2021 has been another testing year for our young council, but I believe in many areas we have acquitted ourselves very well. It has been good recently to celebrate the outcome of the Ofsted Inspection for Children’s services, demonstrating that despite the impact of the global pandemic we are delivering good services for our children, young people and families in the most difficult of times.  Most recently we have also started to feel the positive impact of the transformation work both in Planning and Land Charges bearing fruit with validation back logs cleared and search times reducing to more acceptable levels. In line with our corporate plan value to be ‘an advocate for Dorset on a local, national and global stage’ – our award winning work with rural 5G, Digital Transformation and the purchase of a school to establish the very first Dorset Centre of Excellence – have all been recognised in various ways.”*

**Rubbish & Recycling arrangements – Christmas and New Year**.

With Christmas Day, Boxing Day and New Year’s Day falling on the weekend this year, rubbish and recycling collections over the festive period will not be on a different day and everyone should put their bins out on their [regular collection day](https://mapping.dorsetcouncil.gov.uk/mylocal/).

[Please refer to your calendar or look on the Dorset Council website to check your usual collection days.](https://mapping.dorsetcouncil.gov.uk/mylocal/)

Remember

* Dorset Council will collect up to two extra sacks of **rubbish** beside your bin on [your first **rubbish** collection after Christmas Day](https://mapping.dorsetcouncil.gov.uk/mylocal/)
* no [garden waste collections](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/garden-waste/garden-waste-collection-service) will take place between Christmas Day and Monday 10 January
* [household recycling centres](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/recycling-centres-and-banks/find-a-recycling-centre-or-recycling-bank) will be open from 9am to 4pm daily, except Christmas Day, Boxing Day, and New Year’s Day
* [extra **recycling**, including glass and food](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/which-bin-do-i-use), will be collected on [your **recycling** collection day](https://mapping.dorsetcouncil.gov.uk/mylocal/), provided it has been separated correctly and placed in a suitable sturdy container that can be easily lifted by one person (no bags or cardboard boxes)
* please help our crews by putting your glass out for collection **before** This ensures you have as much space as possible in your glass box going into the festive period, helping prevent over spilling containers, and reduces the amount of extra glass we will need to collect after Christmas

Many households produce extra waste over Christmas, but [much of it can be recycled using your kerbside Recycle for Dorset service](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/which-bin-do-i-use). Remember that you can [recycle](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/which-bin-do-i-use):

* cooked and uncooked food, using your food waste bin
* wrapping paper (not foil or glittery paper, please)
* cardboard boxes (flattened and broken up, please)
* cardboard and hard plastic packaging (no polystyrene or thin film)
* Christmas cards and envelopes

Dorset Council does not collect Christmas trees of any kind with[rubbish or recycling](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/which-bin-do-i-use) at the kerbside. You can recycle your **real** Christmas tree by:

* [home composting](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/reducing-and-reusing/current-campaigns-and-offers/home-composting-offers) it
* cutting it up and placing it in your [garden waste](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/garden-waste/garden-waste-collection-service) bin
* taking it to a [household recycling centre](https://www.dorsetcouncil.gov.uk/bins-recycling-and-litter/recycling-centres-and-banks/find-a-recycling-centre-or-recycling-bank)
* booking a Christmas tree collection with a Dorset-based charity or service (check local availability).

**PLP Consultation.**

Dorset Council is opening a further, limited, consultation on two revised policies of the Purbeck Local Plan. It will start on 6 December for seven weeks. It is hard to work out what it is aiming at, but interesting that only two landowners were consulted.

This consultation will be specifically about some further changes to policies for Green Belt release (Policy V2) and a holiday park at Morden (policy I5 -Morden Holiday Park and Strategic Suitable Alternative Natural Greenspace (SANG)).

* People who have previously made a response to the Purbeck Local Plan during the consultations will be notified about this consultation, but anyone who is interested in the changes which we are suggesting can respond if they wish.

**A350 traffic calming**

Following a site meeting on the A350 with the traffic collision reduction officer. This is what we came up with to try to calm traffic and reduce incidents at some of the junctions onto the A350. This will have to be proceeded by traffic monitoring checks but may be done by next summer.

* SANDY LANE junction– SLOW makings with single yellow bars to highlight junction from both directions. Check current signs are visible.
* CASTLE FARM ROAD/OLD MARKET ROAD JUNCTIONS – New signage from south showing staggered junction plus Reduce Speed Now sign (yellow backed.  SLOW markings with yellow bars to highlight the signs.
* CRUMPETS DRIVE AREA – This is not highway so normally we cannot put a sign here but there is one already coming from the south so to be consistent we will add one southbound and look into people on road sign too.  We will look at yellow bar markings and SLOWS for southbound vehicles too.
* RUSHALL LANE/WIMBORNE RD JCTS (JUBILEE CROSS) - 321 yellow bars and slows up to Reduce speed now sign (yellow backed) both approaches
* RANDALLS HILL/OLD WAREHAM RD JCTS (BEACON HILL) - 321 yellow bars and slows up to Reduce speed now sign (yellow backed) both approaches
* CEMETERY JUNCTION – SLOW Markings with yellow bars.

## APPENDIX 1b

**Report to Lytchett Matravers Parish Council for 22nd December 2021**

**From Cllr Bill Pipe**

Firstly Mr Chairman, Members and members of the public, I would like to apologise for my absence this evening as I am currently engaged in my voluntary role at the Docks, rolling out the Covid booster programme in conjunction with the Adam Practice.

Again, the major topic concerning our residents this past month is the inability of Dorset Council to fulfil their commitment to recover waste and recycling. Various “reasons” have been put forward to me including a new one of cars blocking access!! I have responded to a number of residents’ complaints on this matter and have had email correspondence and a Teams meeting with Cllr Laura Miller, at Dorset Council. The purpose of the Teams meeting was to inform local members of the intricacies of the operation. To this end it was very informative and the message at the end was that the service in Purbeck would get better. I would encourage members of the public to get in touch with me when the service fails - a little pressure from the local member, put the right way to the right person, often brings results.

As most of you are aware, the Booster programme is in full flow with clinics at the Docks running from 8.00 until 20.30hrs every day, Monday to Monday and even on Christmas Eve. The clinics will resume on the 27th December and are currently taking “walk-ins”, so if you need a booster & haven’t booked one, just toddle on down to the Docks and try your luck any time between 08.00 & 20.30 hours. I would also invite those who are yet to receive any of the vaccinations to do so at the earliest opportunity as those who have not been vaccinated are putting themselves and their family & friend’s health [and lives] at risk from Covid.

No further news yet on the solar farm development on land owned by the Lees Estate which continues to court controversy even before it is submitted to Dorset Council. Concerns about a development on the Green Belt are still the dominant factor here.

Dorset Council officers have had meetings about our proposed cycleway into Lytchett Minster and plan a meeting with the Parish and County Members to explore a way forward. The meeting is planned for January next year, but no specific date has yet been put forward. I will urge officers to offer a meeting date at the earliest opportunity.

I have passed on the details of the defib training to the Town Clerk of Lytchett Minster & Upton Town Council which the Parish Council announced last month and which is to take place I believe on the 15th January.

No further meetings have been planned as yet to update Members on the fate of Upton Heath and the proposed extraction of minerals [gravel] from the site. I am in contact with the BCP Portfolio Holder and he informs and reassures me that we will be invited to further discussions and meetings.

If I may, I would like to wish all Members and the clerk, as well as members of the public a very Happy Christmas and a much better 2022.

## APPENDIX 2

**Village Centre Working Group – Summary Report. Dec 2021**

**Working Group Objective:**

To provide a safe green integrated route through the village from Ancott Close, across the Recreation Ground, along Eldons Drove and to the Primary School (Eldons Drove Lane).

**Working Group Participants:**

Rob Carswell, Ken Morgan, Alf Bush, Andrew Huggins

**Details:**

1. Revised paths between the Library and shops linking to new High Street crossing
2. Wider path across Recreation Ground around Rocket Park to a graded, wide path through the trees to Eldons Drove; safety barriers at end of path (Pond Walk)
3. Marked pedestrian paths and traffic signage on Eldons Drove
4. School Walk - Path to access the rear of the primary school field from Eldons Drove
5. Pharmacy Steps & surroundings – improvements/landscaping

**Dependencies:**

* DC Highways are reviewing granting of a licence for the library path. LMPC will obtain quotations which will include spec for their approval.
* DC Highways have now received the WSP report (13/12/2021) on the various projects (High St. crossing, School crossing, Huntick cyclepath, Eldons Drove pavement). They have set up a meeting in early January 2022 to brief members, so LMPC have not yet seen the report.

**Status/Next Steps:**

* LMPC to obtain 3 quotes for library path.
* Waiting for DC Highways to provide LMPC with WSP report.
* Liaise with Pharmacy to close off steps project (handover, grass maintenance costs).

| Financial Forecast:  (£000’s, excluding VAT) | 2021-22 | 2022-23 | 2023-24 |
| --- | --- | --- | --- |
| Expense to date | 8 | 0 | 0 |
| Forecast | 10 | 50 | 150 |
| Total | 18 | 50 | 150 |

Notes:

2022-23 Assume High St crossing, school crossing and Eldons Drove pavement.

2023-34 Assume Huntick cyclepath

## APPENDIX 3

**Climate & Ecological Emergency Working Group – Summary Report, Dec 2021**

**Working Group Objective:**

Following the Parish Council declaration of a Climate Change Emergency, identify, assess, and implement measures within the parish to reduce the carbon footprint of both LMPC and the community.

**Working Group Participants:**

Rob Carswell, Ralph Watts, Alf Bush, Beverly Barker, Roger Ong, Rosemary Russell, Adrian Russell, Max Scott, Matt Alexander

**Details:**

1. Sports Pavilion full building upgrade with Low Carbon Dorset (LCD).
2. Youth Hall full building upgrade – deferred until DC transfer and building business plan is approved.

**Dependencies:**

* Grant from Low Carbon Dorset - Part grant claim made, as agreed with Low Carbon Dorset.
* Compilation of evidence ongoing – evidence of installation, proof of payment, publicising grant & LCD

**Status/Next Steps:**

Works already complete:

* Air-to-air heat pump (to provide instant heat in main user space).
* Solar array (26 PV panels)
* Replacement of old, inefficient radiators & pipework
* New thermally efficient doors, including fire door to comply with Building Regulations
* Replacement of gas boiler with ASHP (Air Source Heat Pump)
* Installing loft and cavity wall insulation
* Fitting thermostats & controls + cage around ASHP unit
* Fit PV diverter unit to directly heat hot water from PV-generated energy

Works to come:

* PV battery storage (February 2022)

| Financial Forecast:  (£000’s, excluding VAT) | 2020-21 | 2021-22 | 2022-23 |
| --- | --- | --- | --- |
| Expense to date | 45 | 0 | 0 |
| Forecast | -18(1) | 0 | 0 |
| Total | 27 | 0 | 0 |

(1) Low Carbon Dorset grant = 40% contribution.

## APPENDIX 4

**Huntick Rd Cycleway Working Group – Summary Report. Dec 2021**

**Working Group Objective:**

To provide a dedicated safe cycle route to Lytchett Minster School and on to Poole from the village.

**Working Group Participants:**

Andrew Huggins, Alf Bush

**Details:**

1. The requirement for a dedicated cyclepath was included in the Lytchett Matravers Neighbourhood Plan and was unanimously approved at the referendum and subsequently adopted by Purbeck D.C.
2. The proposed route starts at the Rose & Crown crossroads and goes down Huntick Road. Preliminary agreement has been reached with Highways and the landowner to the north of Huntick Road.
3. The final stage from the Race Farm junction to Post Green and/or Dorchester Road is to be finalised.
4. LMPC to complete the next section to Jubilee Walk (linked to Selbys Yard decision).

**Dependencies:**

* DC Highways confirmation on the full route, particularly after Race Farm.
* Confirmation of the LTP commitment within the Purbeck Local Plan, which includes the requirement for both DC and the developers to provide 150k each for local transport needs. This would be earmarked for the cyclepath.

**Status/Next Steps:**

* Met with LM and Upton Council + S Mepham 9 Feb (Zoom). LM+U want a path Randalls Hill to Courtyard. Some issues with narrow and flooding verges – they are investigating land ownership. That path could link to the Huntick Cyclepath for complete route to Poole/Wareham.
* First 180m across full width of site frontage on Huntick Road now complete.
* Contact affected Huntick Road houses advising of new cyclepath plan, including Selbys Yard decision.
* LM+U to pursue a path at bottom end to meet up with Huntick Cyclepath near Kitchermans cottage.
* WSP (DC’s consultant) are in early stages of investigation. We have now a copy of the brief provided to WSP. It is very brief.
* Asked Highways to consider <3m width as that seems excessive. Helen Jackson advised that the National Standard for Cycleways calls for 3m width unless it is not practicable, although she acknowledged that this is not an urban location. But the preference is for 3m nonetheless.
* **Highways now have the WSP report and they will arrange a meeting with us and other parties early in 2022.**
* Project update letter has now been sent to Lord Rockley. A less supportive response has been received. **This was echoed in the recent meeting Cllrs Khanna and Morgan had with him. Will arrange to meet him once we have discussed the WSP report proposals with Highways.**

| Financial Forecast:  (£000’s, excluding VAT) | 2020-21 | 2021-22 | 2022-23 |
| --- | --- | --- | --- |
| Expense to date |  |  |  |
| Forecast |  | 30 | 150 |
| Total |  | 30 | 150 |

## APPENDIX 5

**Village Environment Working Group – Summary Report. Dec 2021**

**Working Group Objective:**

To identify areas of concern/opportunity within the physical environment of the Village and propose responses. Due to other pressures a Progress Mtg has not convened since the Nov PC mtg.

**Working Group Participants:**

Ken Morgan, Alf Bush, Andrew Huggins, Karen Korenevsky, Vicky Abbot, Hannah Khanna, Martyn Colvey (+ co-opted advisers Geoff Holland, Dr John Holland)

**Details:** (\*denotes 2021-22 expenditure)

1. Rec Area Projects:- Dog Exercise Area – (£6k\*):- Exercise Trail/Outdoor Gym Equipment – (£15k\*):- Picnic Tables x4 + Benches x4 - (£3k\*):- Boules/Petanque Pitches – (£10k):-
2. Community Garden adj fence at top of Pond Walk – (Volunteers - Nil cost to PC).
3. Trees – Rec + generally – seek sponsorship. Also sw attenuation + murals?
4. Hannams Close entrance enhancement. Discuss with management company. (£5k)
5. Wareham Rd/School traffic/parking – New Car Pk incl for 8 above. (£100k assume 50/50 split to 23-24)
6. Eldons Drove Pond – Ongoing Japanese Knotweed delay. (£5k – Seek nature cons grants)
7. Finger post Renovations – Blaneys Corner pilot complete. Vol Training + sponsorship. (Nil cost to PC)
8. Library Green Path – DC agreed so can proceed – (£10k\*)
9. Pharmacy Steps Planting – (£400\* + GG help)
10. High St Crossing - DC/WSP proposal imminent. Does PC contribute? – (£25k?)
11. Tesco frontage – Acceptable design agreed with DC. Suggest joint Tesco/DC/PC funding. (PC £20k?)
12. Sports/Scout Bldgs ‘backside’ to High St. Short term Ideas (£3k\*) + longer term Workplace opportunity.

**STOP PRESS!!** The Rockley Charitable Trust have confirmed £20k funding for the Rec projects.

**Dependencies:**

* Dorset Council Highways + Planning/LP. Flow of CIL monies.

**Status/Next Steps:**

* Dog Area fencing + gravel Eldons Drove C Pk.
* Exercise Equipment – – Meeting preferred supplier/contractor on site early Jan. PC Approval and order.
* Push Tesco/Highways re shop frontage funding.
* Investigate Grants/Funding/Sponsorship/Lottery/ Local Trusts + Loans/Mortgage possibilities.
* Work up designs for Sports Area, Boules, Hannams/Rec entrance+ Rec landscaping/tree planting.

| Financial Forecast:  (£000’s, excluding VAT) | 2021-22 | 2022-23 | 2023-24 |
| --- | --- | --- | --- |
| Expense to date | 24 |  |  |
| Forecast | 38 | 115 | 50 |
| Total | 62 | 115 | ? |

## APPENDIX 6

**Neighbourhood Plan 2 Working Group – Summary Report. Dec 2021**

**Working Group Objective:**

To revise and/or update the Lytchett Matravers Neighbourhood Plan (LMNP) in preparation for the upcoming Dorset Local Plan.

**Working Group Participants:**

Ken Morgan, Micki Attridge, Karen Korenevsky, Martyn Colvey, Alf Bush

**Details:**

The current LMNP was limited in scope by both Purbeck District Council and further by the examiner. The plan was prevented from identifying any type of development and in addition many policies/strategies for the community were removed. e.g. infrastructure and employment requirements.

A revised LMNP is required to address the chronic erosion of the green belt over the last 40 years, to ensure development is beneficial to the community in addressing its needs.

* Counter the current erosion of the green belt
* Require that any development meets the CCE sustainable criteria and delivers net zero houses.
* Sustainable pedestrian friendly links within the village; safe walking routes, particularly to school.
* Green amenity spaces and recreation facilities around the village.
* Redressing the imbalance of housing and employment opportunities.
* Specify standard of local identity design guidelines to emphasise community objectives

**Dependencies:**

* PLP adoption
* DLP next consultancy stage

**Status/Next Steps:**

* PC has selected consultant and awaits approval
* PC has written to Wyatt Homes and DC Planning wrt shortfalls in the Wareham Road application
* PC has written to Cllr David Walsh on clarification of PC role in Planning
* PC to review membership of CPRE
* NP2WG to develop core objectives

| Financial Forecast:  (£000’s, excluding VAT) | 2020-21 | 2021-22 | 2022-23 |
| --- | --- | --- | --- |
| Expense to date | 0 | 0 | 0 |
| Forecast | 17 | 25 | 0 |
| Total | 17 | 25 | 0 |

## APPENDIX 7

**Defibrillator Provision - Dec 2021**

**Working Group Objective:**

To provide 24/7 Public Access Defibrillator provision throughout Lytchett Matravers. Also provide public information (training) and awareness of locations.

**Working Group Participants:**

Andrew Huggins, (Alan Cottman)

**Details:**

* 3 years ago, through fundraising, LMPC purchased 3 Defibs and cabinets, one to be located at Chequers (Installed Apr 2020), one for the phone box opposite LMPS (Installed Apr 2020) and one for Abbots Court (Aster).
* Tesco also have a Defib in a cabinet donated by LMPC. This is entirely the responsibility of Tesco as confirmed Jan 2021 by presence of Tesco Asset number on the Defib.
* We have a signed agreement of responsibility between Chequers and LMPC, held by the clerk.
* All installations are fully documented – document is by the clerk.
* Chequers and Phone box Defibs registered with SWAST and “The Circuit” as of June 2021.
* Aster Defib installed July 2021, registered with “The Circuit”.
* Currently automated weekly monitoring is configured. That is only available for 12 months, then £250/year (probably not worth continuing).

**Dependencies:**

* Agreement with Chequers and Aster remaining amicable.
* Equipment not becoming Vandalism target.
* Manual Monitoring currently being done by Village volunteer.

**Status/Next Steps:**

* Installation of Defib at Abbots Court completed. Agreement between Aster and LMPC signed by both parties and stored by Parish Clerk. Installation registered with “The Circuit”.
* Documentation for the installation updated and stored with Parish Clerk.
* Ouch training booked for Sat 15 Jan: 3 x 1 hr sessions 9.15, 10,30, 11.45. VH booked. Refreshments booked.
* **Councillor Volunteers Please to assist in the morning, please, to check people in, arrange chairs and sanitise chairs between sessions.**
* **Web bookings now online. So far we have 9, 10 and 12 bookings for the 3 sessions. It has been advertised to Lytchett Football and will be promoted via Primary School and Lytchett Minster immediately when schools go back.**

| Financial Forecast:  (£000’s, excluding VAT) | 2020-21 | 2021-22 | 2022-23 |
| --- | --- | --- | --- |
| Expense to date | 0.5 |  |  |
| Forecast |  | 0.25 | 0 |
| Total | 0.5 | 0.25 | 0 |