

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday January 12th 2022, at 7.00 p.m. in the Village Hall

**PRESENT:** K Korenevsky (Committee Chair), V Abbott, A Bush, M Colvey, A Huggins, P Webb, H Khanna, K Morgan and Mrs A Clothier (stand-in Parish Clerk).

No members of the public were in attendance.

**PUBLIC PARTICIPATION:**

No comments were made.

## 1. Apologies:

Cllrs B Barker, Cllr M Attridge.

## 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 8th December 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.** At the December 2021 F&GP Cttee meeting Cllr Abbott indicated that she would apply varnish to the skate park art project to prevent any further cracking of the paintwork. *Ongoing*
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 – which was eventually delivered on Friday 8th October 2021. A response has now been received from Stephen Mepham (DC Highways) confirming he has no objection to the location for the bin proposed by the Chairman and Parish Clerk. Consequently the Village Handyman has been asked to arrange for it to be installed.
3. **F&GP Cttee 13 Oct 2021 Minute 7, Allotments vacancies and waiting list.** A separate update report is provided at item 12 on the January 2022 F&GP Cttee agenda.
4. **F&GP Cttee 10th Nov 2021 Minute 13 Review of play equipment in Rocket Park play area.** Cllr Abbott agreed to visit other play areas and report back with suggestions for alternative items of play equipment to replace the Record Roundabout**.** *Ongoing*
5. **F&GP Cttee 8th Dec 2021 Minute 9, proposal to replace and re-site War Memorial flagpole –** Cllr Huggins agreed to obtain quotes for a new flagpole and casing.*Ongoing*
6. **F&GP Cttee 8th Dec 2021 Minute 10, Clerk to write to bus company to ask if they will replace the bus shelter.** This action was first mentioned 2-3 months ago and as a result both the bus company and Dorset Council were approached with a request that they consider this. Neither organisation responded.
7. **F&GP Cttee 8th Dec 2021 Minute 18, (i) Cllr Huggins to obtain a quote for the tree works on the boundary of Gibbs Green.** A quote was obtained and the work was scheduled to take place in early January. **(ii) Cllr Abbott to arrange for the Herras fencing to be removed.** *The tree works were completed on the 12th January. Removal of the Herras fencing is ongoing.*
8. **F&GP Cttee Planning application responses sent to the DC Planning Team:**

**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 now been **withdrawn.**

**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 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 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 still 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 still 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 still 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 still 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 still 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 still 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 still 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 still 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 still not yet been determined.

**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. DC planning portal shows that this application has now been **approved.**

**Planning application P/HOU/2021/03170 1 Eldons Drove Lytchett Matravers BH16 6HH.** Erection of extensions to existing attached garage. DC planning portal shows that this application has now been **approved.**

**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. DC planning portal shows that this application has still not yet been determined.

**Planning application 6/2021/0365 Caroline Cottage Prospect Road Lytchett Matravers Poole BH16 6ED - Revised.** Alteration to listed building to install a new wood burner and new chimney pot. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2021/02595 Land Rear of 40 Wareham Road Lytchett Matravers Dorset.** Erect two detached dwellings. DC planning portal shows that this application has still not yet been determined.

**Planning application P/MPO/2021/03684 Land adjacent to Wessex Water Reservoir Purbeck Road Lytchett Matravers Poole Dorset.** (1) to specify which units are to be affordable dwellings, (2) to amend the mortgagee exemption clause, (3) to clarify that commencement of development only relates to commencement of any works undertaken pursuant to the planning permission, and (4) to confirm that the release provisions apply to any person who has staircased to own 100% of the equity in a shared ownership unit and not just tenants. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/04430 76 Wareham Road Lytchett Matravers Poole BH16 6DT.** Alterations to existing conservatory and single storey rear extension to form kitchen and dining room. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/04380 5 The Spinney Lytchett Matravers BH16 6AU.** Erect 2 storey side extension, (demolish conservatory). DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/04760 Wellincroft Wimborne Road Lytchett Matravers BH16 6HQ.** Demolish existing workshop and garage and erect replacement garage. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2021/04614 169 Wareham Road Lytchett Matravers Poole BH16 6EA.** Erect single storey extension to the principle elevation. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2021/04251 Owls Farm Dolmans Hill Lytchett Matravers Poole BH16 6HP.** Erect side extension and retrospective permission for a conservatory erected on the front elevation and a detached garage. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2021/03167 Bokers Farm Poole Road Lytchett Matravers Poole BH16 6AG.** Erect an agricultural building with hardstanding area/concrete skirt/ramps and rainwater harvesting tanks. Create new track to building. DC planning portal shows that this application has not yet been determined.

**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. DC planning portal shows that this application has not yet been determined.

**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. DC planning portal shows that **DC Planning have decided that Prior Approval is not required.** *A discussion on this application was held. The Parish Council questioned the decision of Dorset Council and whether due diligence has taken place in assessing the application. It was concluded that the Parish Council would enquire with the neighbouring property owners as to whether they were considering a legal challenge to the decision. A query will also be sent to Dorset Council regarding what proof of tenancy was presented, detailing what period and security of tenure was outlined and whether this meets the planning regulations. The issue of the necessity of water and electricity connection to the site will also be questioned. Following the results of these queries the Parish Council will consider whether to raise a Freedom of Information request to see the evidence of the existing holding.* ***Action: Clerk to establish whether a legal challenge will be raised by the neighbours of the site and to question the proof of tenancy and the necessity for utilities connections with Dorset Council.***

**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. DC planning portal shows that this application has not yet been determined.

**Planning 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). DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2021/05490 9 Hann Gardens Lytchett Matravers Poole BH16 6FD.** Erect single storey rear extension and conversion of part of garage. 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 an Earmarked Reserves and CIL forecast.

The Earmarked Reserves year on year analysis was circulated to all members by the Parish Clerk, a copy of which is included at Appendix 2 to these minutes. Cllr Bush introduced this item and outlined that the earmarked reserves include sinking funds for the Skate Park, Foxhills Play Area, Rocket Park Play Area and the Astro. Note that the previous allocation for the village centre has been cleared with the installion of the new car park.

Earmarked Reserves are a paper allocation of the Prudential investment account. While the account value dropped significantly at the onset of Covid it has recovered those losses in full. That allows the proposed allocation to the sinking funds to be restored to their historic value without recourse to the precept.

Separately, the recent Skate park survey has shown that part of the flat surface will need to be replaced at a cost of £6,000. The structure underneath is also in need of replacement and this will total £11,000. The Clerk will arrange a site meeting with the company to establish how urgent this work is and whether it should be combined.

The CIL analysis of the last 5 years includes figures for future CIL receipts already published by Dorset Council Planning. It was highlighted that the Parish Council will receive more than £100,000 from CIL in 2022/23.

## 8. To finalise the budget proposal and precept requirement for 2022/23 - for recommendation to Full Council.

A spreadsheet was circulated to all members by the Parish Clerk, a copy of which is included at Appendix 3 to these minutes. The Parish Council have concluded that the top four projects should be the School crossing, High Street crossing, Gym Equipment and Picnic Tables. The CIL income will be able to go towards some of this work. It was calculated that if the precept for an average Band D property was increased by the 3.4% (around the rate of inflation) then the overall precept would increase by 5.99%. This is a 0.18p per month raise on a Band D property. It was **RESOLVED** to recommend a 5.99% rise in the precept.

A discussion on the school crossing took place and it was suggested that the MP should be involved in taking this forwards. A meeting with Highways is due to take place shortly so the outcome of this will be reported on before taking this further.

## 9. To consider planning application P/HOU/2021/05597 Long View Burbidge Close Lytchett Matravers Poole BH16 6EG. Erect first floor extension and internal remodelling.

**NO OBJECTION**

## 10. To consider planning application P/PAAC/2021/05701 Land off Eddy Green Road Lytchett Matravers BH16 6HL. Convert existing agricultural building to a dwelling.

The Council wish to **OBJECT** to this application on the grounds that it is inappropriate development in the Green Belt as the original refused permission (6/2020/0459). Although Class Q states that certain elements of the original building may be replaced, this does not extend to foundations or principal structural elements. The Addendum to the BE Willis Structural Report states that various structural elements may be replaced and also proposes new piled support to the floor slab. Both of these proposals invalidate the conversion as Class Q development. Therefore, this is effectively a rebuild/new construction and not a conversion.

## 11. To consider planning application P/HABR/2021/00066 The Barn Sandy Lane Lytchett Matravers Poole BH16 6DB. Change of use from agricultural to dwelling house.

The Parish Council were unable to consider this application as the plans were not available on the website. The letter on the website stated that the previous application on this site (6/2021/0302) was approved however the application states that it is undetermined.

**Action: Clerk to write to the Planning Officer to ask for clarity on the status of the previous application and to ask for the plans to be put on the website for the application to be considered at Full Council.**

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

A report was circulated to all members by the Parish Clerk. The vacant plots were discussed, and it was concluded that Cllr Bush would advertise the spaces in the Parish Magazine. If there is no interest from local residents then the Parish Council will look at opening this up to none residents.

## 13. To consider items for an article in the next Parish Magazine.

* Allotments
* Defibrillator Training
* Highways Crossings
* Neighbourhood Plan

## 14. To note correspondence received.

* Cllr Huggins reported that he had received a complaint regarding the path from Abbotts Court to Wareham Road, which is very overgrown***.*** He has emailed Aster and is awaiting a reply. The Guerrilla Gardeners will also look at this area.
* Cllr Khanna has responded to Lord Rockley to thank him for his pledge for the recreation ground initiatives.
* Cllr Bush - the ‘Not the WI’ group have given the Parish Council £50 to plant a tree on Old School Green. This has been purchased.
* Cllr Colvey commented on the letter received from Wessex Water regarding works on the Wareham Road in January.
* Cllr Abbott highlighted the complaint about parking on Dillons Gardens. Cllr Abbott to contact the local policing team to see if anything can be actioned.

The meeting closed at 20:52

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

Ear Marked Reserves

See separate report

**Appendix 3**

Budget preparation spreadsheet for 2022/23.

See separate report.