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

**Wednesday 27th October 2021 2021 at 7:00 in the Village Hall.**

**PRESENT** were A Bush (Council Chairman), A Huggins (from 19:32), M Colvey, H Khanna, K Morgan, and Mr T Watton (Parish Clerk).

**Also present:** Dorset Cllrs A Brenton, B Pipe and A Starr

Four members of the public were also present.

At the outset of the meeting the Chairman reminded everyone that the code of conduct applies to all Council members. This means that everyone is treated fairly and with respect, decisions are taken fairly, openly and transparently and all have an equal opportunity to express their opinions without interruption. He added that the Parish Council is an apolitical body. Parish Councillors we do not represent a political party or organisation, but are here to act on behalf of the residents and the community as a whole.

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

Two residents of Lime Kiln Rd spoke about planning application 6/2021/0361 which proposed the demolition of an existing bungalow and outbuildings to enable the construction of five new dwellings with access and parking at the site of Bexington, Lime Kiln Road, Lytchett Matravers.

[NB the Parish Council resolved to object to this application at the meeting of its Finance & General Purposes Committee on 13th of October 2021.]

The residents referred to over fifty local objections so far submitted via the DC Planning Portal. They were pleased to see that the Parish Council had also submitted an objection. They explained that their purpose in attending this meeting was meet Council members and to extend an invitation to them to visit their property to gain a clearer appreciation of the likely impact of this proposed development upon them.

They asked which Parish Council member had responsibility for oversight of planning applications. In response the Chairman explained that the Parish Council does not have a dedicated role for this purpose. The Chairman went on to explain that the Council considers current planning applications fortnightly – at the meetings of both its Full Council and Finance & General Purposes Committee. He also pointed out that the Dorset Council ward members were present at this evening’s Full Council meeting – one of which, Cllr Brenton, is on the Eastern Area Planning Committee of Dorset Council. He went on to explain that it would not be reviewing the application again at this meeting of the Parish Council because the Council had already made it’s submission to the Local Planning Authority. Instead it is likely that the application would now be considered at the next meeting the Planning Committee of Dorset Council. If that is the case the residents will be able to attend and have their say in person directly to the DC Planning Committee.

The Chairman then went on to seek comment from Dorset Cllr Brenton about what determines whether an application is considered by DC Planning Committee rather than being delegated to a Planning Officer for decision. Dorset Cllr Brenton clarified that this depends on whether there is significant difference between the opinion of the DC Planning Officer and the various consultation comments received on planning criteria. She also emphasised that if an application does not go to the Planning Committee the decision remains delegated to the nominated Planning Officer. She also stressed that all consultation comments made on the Planning Portal are taken into consideration. Dorset Cllr Starr indicated that he would also push to get this application placed before the DC Planning Committee.

Two members of the public attended to represent the views of residents of Glebe Road concerning issues related to the adjacent proposed Wyatts development for 95 dwellings.

The first resident began by commenting on a remark which had been made at a recent public meeting on this matter, where it was suggested that CPRE is a political organisation. In response the Chairman clarified that the remark was not made by him. The resident then invited a colleague to comment further on potential for Dorset CPRE to be able to assist with objections to this proposed development. The residents wished to encourage the Parish Council to join CPRE, and they pointed out that there are a number of other Parish and Town Councils across Dorset which are already members. They explained that CPRE is a registered charity, and annual membership costs a £36 donation.

The second resident then sought to understand the recent correspondence between the Council Chairman and Wyatts, and also to ascertain the background reasoning for carrying out such correspondence. The Chairman responded by explaining that Parish Council’s discussion and response to the planning application included the identification of a number of issues requiring clarification by the applicants – which he subsequently wrote to them to request their comments on. Consequently Wyatts’ response sought to address those issues.

In answer to the resident’s question, the Chairman explained that Wyatts had phoned him to advise of the application for the 95 houses and to advise that they (Wyatts) expected to submit the application for the other 2 sites (total of 55 houses) before the end of the year.

The Chairman went on to explain that the planning application for the 95 dwellings is predicated on the Purbeck Local Plan (PLP) being approved. Until such time as the PLP is approved and the land in question is re-designated, it remains green belt. As such, under current legislation it cannot be developed.

The resident then went on to query why the Parish Council’s recent objection to the planning proposal, and the related correspondence between the Chairman and the developers had not included specific points about overlooking. His specific point concerned the relationship of the new dwellings in relation to existing Glebe Rd properties. He maintained the new dwellings would be too close/overbearing particularly taking account of the sloping topography. He wondered why the correspondence had not challenged the company on this specific matter.

Cllr Morgan commented that the effects on the amenity of existing neighbouring properties is one of the basic criteria which will need to be taken into account at the appropriate time. The Chairman remarked that at this early stage the Council had responded to the planning application in general terms rather than looking at the detail of individual properties. He stressed that the Parish Council’s response is not likely to be a one-time event - but instead it will be necessary and appropriate to respond again later with regard to the finer level details.

On the specific point about overlooking / overbearing Cllr Morgan explained that, since it is not specifically defined in planning legislation, the usual ‘rule of thumb’ in a suburban environment is circa 21m (70’) between opposing 2-storey elevations with 1st floor windows. Assuming the boundary is halfway between, gardens would therefore be approximately 10m long. If the boundary is any closer than this, there would be a likely nuisance caused by overlooking from 1st floor windows into the adjoining gardens. Single storey properties can be much closer.

Cllr Morgan went on to point out that it is more appropriate to raise matters concerning the detail of how individual existing properties are affected by the proposals with the Local Planning Authority, rather than pursue this direct with the developer. Cllr Colvey further built on this by querying with the resident the extent to which he was presenting a general view amongst Glebe Road residents about the effects of overlooking. Cllr Colvey emphasised the importance of the relevant householders including such comments in their own consultation responses and objections. Indeed, he observed that the Parish Council has in the past been successful in arguing for adjustments to planning applications on the grounds of proposed dwellings overlooking existing properties. He cited the example of Chequers place where the housing development proposal was reduced by one property, based on this argument.

Finally, and in response to a question from the resident, it was clarified that a further meeting of the Neighbourhood planning 2 Working Group would be in place in 2-3 weeks of this meeting - where further discussion could take place on this subject.

**DORSET COUNCILLORS’ REPORT**

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

In response to Dorset Cllr Brenton’s remarks about Libraries, Cllr Huggins sought to confirm that Dorset Cllr Brenton was familiar with the Parish Council’s own plans for the village library. In connection with this, the Chairman drew members’ attention to the latest communication from Mr. Williams, DC Development Manager Assets & Property, regarding a change to the process for asset transfers.

Dorset Cllr Brenton clarified that the consultation on the Dorset Rights of Way Improvement Plan which closes on the 31st of October concerns the development of a list desired improvements rather than a further attempt to register routes which may be in common use but are not on the definitive map of Rights of Way.

In response to a question, Dorset Cllr Pipe clarified that the recent reshuffle of Dorset Council Cabinet Members and Lead Roles was primarily intended to strengthen the effectiveness of Adult Social Care.

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

Apologies were received from Cllrs V Abbott, M Attridge, B Barker, R Carswell, K Korenevsky and P Webb.

## 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 22nd September 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 12, 23 June 2021 – Submission to LM Village Environment Working Group of ideas for use of LM Angels’ surplus public donated funds.** *It was agreed that this matter is now* ***DISCHARGED.***
2. **Minute 8, 28th July 2021 – Request to Dorset Council for a licence to install a path running from the junction at the head of steps adjacent to the Pharmacy to where the existing library path joins the High St pavement.** A request for a licence to install the footpath was made to Dorset Council via Mr Rupert Williams Development Manager Assets & Property in the summer. Dorset Cllr Alex Brenton had indicated at the August Full Council meeting that she would chase up the request with Mr Williams. *A response from Mr Williams was received on 27th October advising that this matter has now been passed to The Operational Assets Surveyor (Mr Bill Wilberforce) who then also emailed with some points for clarification which were responded to by Cllr Bush.*
3. **Minute 7, 25 August 2021 –** **Parish Clerk to apply to Unity Trust Bank to open the online current account accordingly.** After re-presentation to members of the required resolution at the September Full Council meeting the application was submitted to Unity Trust Bank. A response is awaited.
4. **Minute 21, 22nd September 2021 – signage for BMX / cycle dirt track.** Advice on appropriate signage is being sought from British Cycling – the governing body for BMX as a sport. The council’s insurers will also be consulted. *Since nothing has yet been received from them it was suggested that a visit is made to Bovington and / or Swanage because both have similar facilities and so their signage may be inspected.*
5. **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.

## 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 13th October 2021 (for purposes of report only).

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

## 7. To consider a grant application on behalf of Purbeck Film Festival (emailed to members 6th Oct 2021)

After brief discussion it was **RESOLVED** to **APPROVE** a grant of £150 for this.

## 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.

**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. It was noted that almost everything is now complete. A grant application to Low Carbon Dorset is now required.

## 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.

It was noted that a disappointing reply had been received from Lord Rockley, in which he had remarked that his recollection of the concept was for a footpath rather than a cycleway. A further response to this letter has not yet been sent since it seemed prudent to await the report from WSP. In the meantime the Chairman has asked Helen Jackson of Dorset Council for a statement of confirmation of the route.

Cllr Morgan commented on the importance of the cycle route - which concerns a fundamental point about sustainability of transport to and from the village.

**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.

Members’ particular attention was drawn to the following matters:

**Memorial garden** In response to a question on the next steps, Cllr Morgan confirmed that all that was necessary was to respond to the residents concerned to give them the approval to get started. It was agreed that Cllr Morgan would contact the residents concerned.

**Foxhills Open Space tree works –** It was confirmed that the work is intended to start around mid-November.

**Dropped Kerbs** – Cllr Huggins reported that a prioritised list of six dropped kerbs had been passed back to Dorset Council. However they have responded to say that they may be able to do one or two more - and that all should be complete by the end of November.

## 12. To receive and note an update on the initiative to widen the provision of superfast broadband within the parish (for the 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.

## 13. To receive an update on Defib 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.

Particular attention was drawn to the following:

* The local volunteer who had been carrying out the weekly defib monitoring appears not to be doing the checks any more. Consequently a new volunteer is being sought - and in the meantime Cllr Huggins is undertaking them.
* There is one year’s free remote monitoring with the defib equipment. Cllr Huggins suggested that this is not particularly good value given that the ongoing subscription per defibrillator for this service is £250 per annum. It was **RESOLVED** to **ACCEPT** Cllr Huggins recommendation not to renew this subscription.
* Related to the above, it was resolved to terminate the BT contract for the MiFi which enables the monitoring of the Wareham Road defibrillator. ***Action: Parish Clerk to terminate this contract with BT accordingly***.
* The South West Ambulance Service had put Cllr Huggins in touch with a third party training organisation offering defibrillator user familiarisation and training. This training organisation have offered to do 3 x 1 hour training sessions free of charge for the Lytchett Matravers community. Cllr Huggins has been in touch with the Bookings Secretary of the village hall and a booking has been made to offer public sessions on the morning of 15 January 2022.

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

The draft minutes of the meeting of this Working Group which took place on 20th October 2021 in the Sports Pavilion were made available to all members ahead of this meeting and the contents were noted. A copy is associated at Appendix 8 to these minutes. The contents of these draft minutes were noted.

## 15. To consider 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.

**NO OBJECTION**

## 16. To consider planning application P/VOC/2021/03144 Goresmead Cottage Foxhills Road Lytchett Matravers Poole BH16 6BD. Erection of a 4-bed detached dwelling with associated parking and amenity space – Variation of Condition 2 – amended plans (retrospective)

The Parish Council wished to register an **OBJECTION** to this application. The Council members noted that this is a detached house quite recently granted Planning Permission. Various changes were made during construction – i.e. the low eaved verandah was omitted, the chimney was omitted, windows were changed, etc – all of which were in breach of a Planning Condition specifically naming the approved drawings and saying no deviations without prior approval. The Council members observed that these deviations from the approved application are all omissions which adversely affect the appearance of the building; i.e. the low eaved verandah would have softened the building where it addresses the open countryside, the chimney would have enlivened the roofscape, etc.

In addition the Parish Council expressed its concern that Dorset Council Planning Control processes did not pick up these unauthorised deviations by the developer during the construction.

## 17. To consider 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.

The Parish Council noted that this proposal includes a replacement double garage right on the road frontage against the rear access driveway. The Council wishes to **OBJECT** to it. Deans Drove is one of a number of ‘village lanes’ highlighted by Purbeck District Council as a positive feature in its 2012 Village Character Appraisal. As such, the abundant foliage along the frontages on both sides of the Drove is crucial to this character, and its removal and replacement with the proposed garage would set an unwelcome and damaging precedent.

If however Dorset Council were to approve the application, the Parish Council would hope that this would be on condition that the garage is set back from the road and incorporates substantial screen planting. In addition there should also be a Condition requiring its retention as a garage for the parking of motor vehicles and that there should be no habitable use (such as Air BnB).

## 18. To consider a resolution in support of a request for a speed restriction on Poole Road. See email to all members 14th Oct 2021.

After a brief discussion the members present **RESOLVED** to support this request. Dorset Cllr Brenton advised that a note to her from the Parish Council to this effect would be sufficient. ***Action: Parish Clerk to write to Dorset Cllr Brenton accordingly.***

**19. To consider a proposal to review the Councillor Vacancy policy and practice.**

The Parish Clerk referred to a draft policy and procedures document which he had based on one used by Gillingham Town Council which DAPTC had recently circulated to all Parish & Town Councils. He had made the draft document available to members ahead of this meeting. It was agreed to consider this draft in time for discussion at the Full Council meeting in November. ***Actions: (i) all members to review the draft document in time for discussion at the next meeting; (ii) Parish Clerk to add this as an item on the agenda of the Full Council meeting in November 2021.***

## 20. 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 Oct 2021 | 37.98 | 1.90 | 39.88 |
| Gould Groundworks Ltd | Retention payment - Foxhills OS paths (East) | 368.84 | 73.77 | 442.61 |
| Gould Groundworks Ltd | Retention payment - Foxhills OS paths (West) | 270.24 | 54.05 | 324.29 |
| British Telecommunications | Office phone and broadband – Sept 2021 | 52.40 | 10.48 | 62.88 |
| SSE Southern Electric | Car park lighting, quarter 2 | 15.75 | 0.77 | 16.52 |

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total** |
| T Watton | Clerk’s salary – Oct (12 equal monthly payments by SO) | 969.41 | 0.00 | 969.41 |
| Dorset County Pension Fund | LGPS pension contrib Oct 2021 | 383.38 | 0.00 | 383.38 |
| T Homer | Handyman duties Sept 2021 | 393.75 | 0.00 | 393.75 |
| T Homer | Reimbursement for purchase of cleaning / sanitising materials from Machine Mart Ltd | 11.99 | 2.40 | 14.39 |
| Lytchett Matravers Village Hall | Hall hire 26 May-1st Oct 2021 | 275.00 | 0.00 | 275.00 |
| DAPTC | Course fee – code of conduct / ROI / Complaints procedure for all members | 70.00 | 0.00 | 70.00 |
| D & P Warr Contracting | Hedge trimming – High St car park | 80.00 | 16.00 | 96.00 |
| Idverde Ltd | Grass cutting, southern part of rec September 2021 invoice no 10819611 | 48.00 | 9.60 | 57.60 |
| Idverde Ltd | Cemetery maintenance – Sept 2021 invoice 10817570 | 303.49 | 60.69 | 364.18 |
| Idverde Ltd | Cemetery maintenance – Oct 2021 invoice 10820742 | 303.49 | 60.69 | 364.18 |
| Glasdon UK Ltd | Fido 25 dog bin plus fixings and signage | 245.28 | 49.06 | 294.34 |
| Lindsay Hole | Cover for meeting on behalf of Parish Clerk – Sept 2021 | 55.49 | 0.00 | 55.49 |
| D Rabjohns | Prep and painting of 108 allotment posts | 180.00 | 0.00 | 180.00 |
| Lytchett Minster School | Materials used to produce artwork for skate park – invoice 4035V000408 | 215.64 | 0.00 | 215.64 |
| H2ECO | Daikin 14Kw heat pump at Sports Pavilion | 17470.00 | 3494.00 | 20964.00 |
| H2ECO | EDDI PV immersion diverter at Sports Pavilion | 450.00 | 90.00 | 540.00 |
| H2ECO | Outdoor LED flood light installation at Sports Pavilion | 260.00 | 52.00 | 312.00 |
| T Watton | Reimbursement of office expenses 1st Aug – 23rd Oct 2021 | 30.38 | 3.14 | 33.52 |
| A Huggins | Reimbursement of expenditure on Litter pick safety poster | 14.48 | 2.00 | 16.48 |

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

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

Briefing to Parish Clerk by DAPTC on the process for facilitating Council members’ completion of their digital Register of Interests declarations.

## 23. 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.

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

Cllr Bush reported on an enquiry from a resident regarding the water supply to the cemetery. It was noted that the parties involved have agreed to the work needed to restore this, and that it will be arranged with a suitable contractor in due course.

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

The next full council meeting is scheduled to take place online on Wednesday 24th November 2021 at 7pm in the village hall.

The meeting closed at 21:45 Annotated by/on ……………………………..Signed by……………………

# Appendices

## APPENDIX 1a

**Report to Lytchett Matravers Parish Council for 28th October 2021**

**From Cllr Brenton and Starr.**

A consultation has started for rewriting the Strategy for Libraries. Starting 25th October. This will be asking for ideas and responses to decide how to shape the library service to fit modern life including ebooks, online services and other activities which might happen in Library buildings. The survey will run for 11 weeks and will close on Friday 7 January 2022. The survey responses will be brought together with evidence around local needs and responses from our partners. A draft strategy will then be produced which will be the focus of a second consultation, to be held in summer 2022.Despite fears for library closure nothing much will happen until after the results are in. It may be a good time to think of how Lytchett Library could be a more integrated part of Lytchett.

[**http://www.dorsetcouncil.gov.uk/lets-talk-libraries**](http://www.dorsetcouncil.gov.uk/lets-talk-libraries)

At the Full Council meeting on the 14th, The councillors voted they were minded to return to face to face meetings as soon as webcasting equipment was working properly, this is because numbers of the public will have to be restricted as there is not enough room for all Councillors and Officers and members of the public to fit in a responsible manner into the Council chamber. Work on erecting a Perspex screen between public gallery and main hall has not yet started, and there are concerns about poor ventilation in the meeting areas in the old County Hall.

Following an enquiry from a resident I have asked the Highways safety department to investigate speed limits and safety on the A350, The Corfe Mullen council feels it is more of a concern to Lytchett Matravers than Corfe Mullen but is happy to listen to any suggestions.

When asked about the Prime Ministers speech pledging no building on Green Fields the cabinet member for Planning said that there had been no change or indication of change to current Planning Legislation and Dorset had to stick to the legislation.

Dorset Local Plan responses are now up on the Website so you can read comments from many of the 9000 responders and feedback, and how they may be incorporated into the next stage of the plan[**read the comments**](https://wa.dorsetcouncil.gov.uk/LocalPlanDCComments/pages/View.aspx)**.**

**Dorset County Response Time** There is a lot of feedback that officers are slow getting back to requests whether emails or phone calls, it does seem as though there seems to be a structural problem. Lots of new initiatives at County Hall but not enough staff to follow through.

**Police and Crime Commissioner Presentation**. David Sidwick gave an interesting presentation to Dorset Councillors though it contained too many graphs to remember easily. He was concerned by reports that contacting via 101 was not working. He felt that County Lines drugs gangs led directly to cuckooing and modern slavery. He appeared to understand and want to help reduce road racing by bikes and cars on the Upton Bypass and elsewhere. All of which is hopeful if enough funds are forthcoming.

**Solar Farm.** There is an application in to erect a Solar Farm on fields to the north of the bypass towards Beacon Hill. This will mean the livestock will move to fields further west. The site is well screened by mature hedging from the bypass, Does the Parish Council think there will be opposition as there are similar almost surrounding this village?

**Win on Waste** has now had two very successful sessions at the Library in Lytchett Matravers. We are collecting a shorter list of items and using bigger bins to reduce double handling and close contact. We would like to run sessions in Upton as there is a demand and some people have driven from Upton to Lytchett. We do need more volunteers to help and a fallback position for bad weather. We would like some large collection bins behind the library for the most bulky items, but they would need to be under cover. Perhaps the Parish could consider this when completing the Library consultation.

**The Local Heritage List Campaign,** which will enable communities of all ages and backgrounds across Dorset to nominate locally important buildings, sites, monuments and features to be included on new **Local Heritage Lists**. The campaign will provide a baseline Local Heritage List for each authority and will be regularly updated with new additions into the future, with the records of all assets being added to Dorset’s Historic Environment Record. The Local Heritage Lists will provide a free publicly accessible record of non-designated heritage assets, whose conservation will then be a material consideration in planning decisions.

[Changing Places Toilets](https://www.changing-places.org/) are larger facilities equipped with hoists, curtains, adult-sized changing benches and additional space for carers. Local Dorset /BCP feedback suggest that increased availability of CPTs would mean older children and adults with disabilities would be able to enjoy a day out without the worry of having to cut it short because of a lack of facilities. It would hugely improve quality of life and offer a hygienic and more dignified alternative to current arrangements. There are no public toilets in Lytchett that I am aware of. Is there a plan to improve and make more accessible any in the Scout or Football club buildings during revamp?

Dorset Council is urging people who are on the current housing register to [re-register on the new Dorset Council Home Choice system](https://www.dorsetcouncil.gov.uk/housing/housing/re-registration-process) no later than Wednesday 1 December to keep their place on the housing register. We hope that this will remove people who have been on the list for years but have found homes or moved away , so we might get a more accurate number for housing need.

The [Dorset Rights of Way Improvement Plan](https://www.dorsetcouncil.gov.uk/countryside-coast-parks/rights-of-way/rights-of-way-improvement-plan) is the prime means for Dorset council, as the Local Highway Authority, to identify and prioritise actions to develop and improve the network of Dorset’s footpaths, bridleways, byways, and wider access routes.

Please ensure the consultation is completed by midnight 31 October. Has Lytchett Parish council responded and what areas does it feel need most attention?

**Department for Transport’s Pothole Fund**. Dorset Highways has identified roads that have evolved from tracks and have very little construction, and have significant cracking, undulation or pothole damage, for permanent repair. This programme of work will use in-situ recycling to strengthen the foundation of the road before a double surface dressing is applied to seal the roads from water damage and provide a textured surface for vehicles.

Our contractor will use a specialised machine to simultaneously crush the existing carriageway and mix it with cement to create a hydraulically bound material for the road foundation. This process is around a third of the cost of a conventional carriageway reconstruction method and is also a more sustainable treatment – by reusing material already in place and producing zero waste from the site. Due to the large machinery and the nature of the work, and for the safety of all road users, the roads will need to be closed while in-situ recycling and surfacing takes place.

**The construction industry** has seen a huge surge during the pandemic.  Throughout 2020 there was a 36 per cent increase in the number of planning applications, compared to 2019. \*This activity has led to a huge demand on Dorset Council’s planning services.

When the council formed in April 2019 from former district, borough and county councils there were six different planning teams, working on different systems. Slimming down these services such as no longer sending neighbour letters, changing the way notices are published and automating lists for parish councillors, so officers can focus on planning applications. There has been a huge increase in demand is land searches and charges. The stamp duty holiday encouraged people to move home to new areas but has meant that the number of searches needed to be carried out have almost doubled. The Planning department really do not want to answer phone calls or requests for information from the public or councillors which is making many people feel that the Planning Department is either inefficient or deliberately awkward.

We know Dorset needs sorting out but there have been so many disruptions it is hard to get to grips with the root of the problem.

## APPENDIX 1b

**Report to Lytchett Matravers Parish Council for 27th October 2021**

**From Cllr Bill Pipe**

Dorset Council has had a small reshuffle of the Cabinet over the last two weeks with members being moved around portfolios; the most significant move being Cllr Peter Wharf moving to Adult Social Services from his role as Cabinet member for Corporate Development and Transformation while keeping his role as Deputy Leader of the Council. His place has been taken by Councillor Jill Haynes who moved from Environment. Cllr Laura Miller, formerly in charge at Adult Social Services now moves to Environment, thus completing the reshuffle.

Other roles have been taken by Councillors outside of the Cabinet with just one change in the Lead Member Roles.

The lengthy delays experienced by many members of the public in getting Land Searches done seems to have reached a climax in that Dorset Council are now drafting in other members of staff to cover the shortfall in personnel. It is hoped that the current 70 or even 90 day wait for a Land Search will be reduced to the council’s benchmark 20 days in the very near future.

The Dorset Plan for housing is taking more shape as time goes on and our own Parishes are both included in this. I do not know the outcome of the public meetings which took place over the last couple of weeks in Lytchett Matravers, but I will no doubt hear more this evening. I have spoken with planning and the legal department on the request for an F.O.I request denied to a member of the public and they “struggle” to identify the particular request. I will get further details from the applicant this evening in order to facilitate a better response from Dorset Council.

Covid Booster jabs are now being rolled out at Poole Docks and I am a volunteer down at the Docks helping with the roll-out; seeing many familiar faces from both of our parishes who are only too pleased to be offered the booster in time for Christmas. I must admit that it is very satisfying to be a part of the Covid roll-out as it gives me a sense of having done something to help those most at risk in our communities.

Flu jabs are also taking place both this week-end and next at the Manor School, Lytchett Minster in a mass vaccination programme organised by the Adams Practice and Upton Together. Again, I will be at the fore with my volunteers helping with the vaccinations, with transport and with marshalling and look forward to seeing some long-lost, friendly faces!!

I have consulted locally with residents on various planning applications affecting those residents and have made submissions to Dorset Council on behalf of two residents, the other preferring to do their own submission after consultation.

I am available to meet any residents at my office in Lytchett Minster [56 Dorchester Road], but residents will need to ring me to make an appointment on 07880 504379.

## APPENDIX 2

**Village Centre Working Group – Summary Report. Oct 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 agreement on type of High Street crossing point and exact spec.
* DC Highways confirmation plan is included in 2021/22 LTP
* DC Highways confirmation of pathway spec. along Eldons Drove and inclusion in 2021/22 LTP

**Status/Next Steps:**

* LMPC to write to affected Eldons Drove houses advising of new pathway plan.
* Steps construction COMPLETED - Planting still to be completed

| Financial Forecast:  (£000’s, excluding VAT) | 2021-22 | 2022-23 |
| --- | --- | --- |
| Expense to date | 8 | 0 |
| Forecast | 0 | 2 |
| Total | 8 | 2 |

## APPENDIX 3

**Climate & Ecological Emergency Working Group – Summary Report, Oct 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 upgrade with Low Carbon Dorset (LCD). The ‘whole building’ upgrade includes new doors, cavity wall & loft insulation, Solar PV, ASHP (Air source heat pump) to replace space & water heating system.

**Dependencies:**

* Co-ordinating the works around pavilion users.

**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)
* Grant claim to be made for part-project, as agreed with Low Carbon Dorset

| Financial Forecast:  (£000’s, excluding VAT) | 2020-21 | 2021-22 | 2022-23 |
| --- | --- | --- | --- |
| Expense to date | 0 | 0 | ? |
| Forecast | 0 | 34(1) | ? |
| Total | 0 | 34 | ? |

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

## APPENDIX 4

**Huntick Rd Cycleway Working Group – Summary Report. Oct 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.
* Requested advice from Highways if LMPC were to undertake next stretch to Jubilee Walk ourselves. Awaiting response – Still no response – **will wait pending WSP report.#**
* **Project update letter has now been sent to Lord Rockley. A less supportive response has been received. Will follow up with him.**
* **Chased DC Highways for any news on the WSP report.**

| 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. Oct 2021**

**Working Group Objective:**

To identify areas of concern/opportunity within the physical environment of the Village and propose responses.

**Working Group Participants:**

Ken Morgan, Alf Bush, Andrew Huggins, Karen Korenevsky, Rob Carswell, Vicky Abbot (+ co-opted advisers Geoff Holland, Dr John Holland)

**Details:**

1. Rec – BMX track layout formed. Dog Exercise Enclosure Fencing – order pending resolution of final details. Quotes required for Exercise Trail/Outdoor Gym. Developing detail designs for Boules Pitches + other ideas incl benches/picnic tables and stormwater attenuation. More skate ramp murals.
2. Rec - Rec – Community Garden. Strip adj Zip Wire/path. Neighbours keen to do the work incl some paving incl sculpture – and maintain thereafter. No PC funding anticipated.
3. Hannams Close entrance enhancement (incl bin enclosure?). Discuss with management company. Tree stump problem left by Highways.
4. Sports Area adjacent school on Dorset Council land. Joint project with School and Sports Club – Awaiting Dorset Council to respond with meeting date.
5. Wareham Rd/School traffic/parking – ideas developing in conjunction with Sports Area.
6. Trees – Management, Protection, New planting, Dedication +Sponsorship. Audit proposed. More trees.
7. Foxhills Green tree trimming contract let and programmed mid Nov.
8. Play Area winter surface problems. Rocket Park ok till 21-22 winter. Foxhills to be addressed.
9. Eldons Drove Pond – Delay due to Japanese Knotweed. Treatment ongoing.
10. Kerb crossings. Work programmed for mid Nov.
11. Ongoing - Highways liaison, Monitor Footpaths, GGs, Street scene improvements, Biodiversity.
12. Finger post Renovations – Blaneys Corner pilot project - Roundel awaited. Private sponsorship. Intention to train volunteers and seek further sponsorship.
13. Guerrilla Gardeners – ongoing path clearance/maintenance. Visible and appreciated.

**Dependencies:**

* Hannams Close Mgmt Co. Dorset Council. Highways.

**Status/Next Steps:**

* Accept quote and fit Dog Area fencing + level/gravel Eldons Drove car Pk.
* Quotations for Rec projects – (Exercise equipment + dog hedge/fencing). PC agreement to Comm Gdn.
* Pond Area - Weed Treatment.
* Work up designs for Sports Area, Boules, Hannams/Rec entrance+ Rec landscaping/tree planting.
* GG projects – ongoing.

| Financial Forecast:  (£000’s, excluding VAT) | 2020-21 | 2021-22 | 2022-23 |
| --- | --- | --- | --- |
| Expense to date | 1.5 | 24 |  |
| Forecast |  | 31 | ? |
| Total | 1.5 | 55 | ? |

## APPENDIX 6

**Superfast Broadband Working Group – Summary Report Oct 2021**

**Working Group Objective:**

To improve Broadband connections for the properties in the village who have slower Broadband connections, but coordinating a Rural Gigabit Voucher Scheme.

**Working Group Participants:**

Andrew Huggins

**Details:**

1. Having been approached by some Lytchett residents who reported their broadband speed is pitifully slow, I worked with Dorset Superfast to identify properties with the slower connections.
2. The gigabit voucher scheme launched April 2021 provides £1500/ Residential properties and £3000 for businesses. Dorset Council have £1M available for scheme top-ups.
3. **New scheme shows BH16 6 postcode area is INELIGIBLE. Eligible areas defined by DCMS**.
4. Mailshot to all properties in the High Street, most Roads to the North of it, and Huntick estate and Palmers Orchard and Vineyard Close.
5. Openreach have quoted £274500 to provide FTTP to up to 457 identified properties.

**Dependencies:**

* We need enough residents to sign up to cover the scheme cost.
* Parish Council, as a “Legal Entity” has to apply for the scheme and be prepared to underwrite any shortfall if households do not ultimately take out the required service (contract for 12 months).
* If we get interest which equates to vouchers to the value of an extra >30% of the project cost (i.e. 130% of £274500 = £356850) then the Parish council is NOT required to underwrite the project.
* Given the current level of expressed interest, we don’t have sufficient voucher value to cover the project cost WITHOUT Dorset Council top-up, But top-up is available form Dorset Council

**Status/Next Steps:**

* Openreach did suggest, once old scheme closed, that I consider adding to the scope of the project to include some more properties (Huntick Road) so I await the revised quote/proposal.
* We currently have 125 addresses of which 11 are businesses.
* We have emailed all Residents who had expressed an interest, informing them of the status.
* Aug 2021: The Voucher Eligibility Website now shows 4 companies being “active” in the BH16 6 postcode area.
* Sept 2021: Openreach have advised that they have no scheduled projects in Lytchett and we are still showing as ineligible on the Voucher website.
* **Oct 2021: Dorset Council broadband advisors advised contacting our MP which has now been done again, stressing that what is needed is for someone to actually “Press the button to enable BH16 6 project” and not just agree that something should be done. The office has advised there is now a new minister so he will pursue again.**

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

## APPENDIX 7

**Defibrillator Provision - Oct 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:**

1. 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).
2. 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.
3. We have a signed agreement of responsibility between Chequers and LMPC, held by the clerk.
4. All installations are fully documented – document is by the clerk.
5. Chequers and Phone box Defibs registered with SWAST and “The Circuit” as of June 2021.
6. Aster Defib installed July 2021, registered with “The Circuit”.
7. 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 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 the Parish Clerk.
* **Successful publicity campaign.**
  + **Will retire the banners end Oct as worn out, but have served their purpose.**
  + **Postcard drops done – thanks for support.**
* **Currently seeking someone who can do public training sessions – several leads but no actual trainer yet. Not much “free” training available – more aimed at expensive corporate ½ day training sessions.**
* **It seems that the village volunteer is not doing the checks. I have done them in Oct, and reported them.**
* **Re point 7 above, I have had notification that the Phone box defibs free year of online monitoring/reporting (weekly) has nearly expired. Renewal is £250 per defib. I propose we do NOT renew and rely on manual monitoring. We can also then cancel the BT contract on the MiFi. (approx. £10/month?).**

| 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 |

## **APPENDIX 8**

**Draft Minutes of Neighbourhood Plan 2 Working Group meeting on October 20, 2021 at 19.00 in the Lytchett Matravers Sports Pavilion**

Attendees:

| **Parish Councillors** |  |
| --- | --- |
| Ken Morgan | Peter Webb |
| Karen Korenevsky | Micki Attridge |
| Alf Bush |  |
| **Residents** |  |
| Ian Taylor | Deirdre Flegg |
| Alan Bagley | Jill Chatten |
| Goretti Bagley | Steve Fowlie |
| Norman Foster | David Tarver |
| Andrew Lanham | Nichola Bromham |

**Introduction**

One of the issues raised on October 1st was to understand the position and reaction of our local MP to the current local plans. Copies of his letters to Dorset Council (Jan & Mar 2021) have been distributed to participants.

**Purbeck Local Plan (PLP)**

The status of the PLP is that it has been held back partly through the illness and retirement of the examiner and partly because of the issues regarding Morden Park Holiday village and the associated strategic SANG. It is understood that the original request was for both the holiday park and SANG to lose their green belt status, which was deemed unnecessary.

DC Planning have advised that the plan will be amended and there will be a new consultation on this specific change. With appointment of a new examiner, this is expected to take place 2022 Q1 with adoption likely to be in 2022 Q2, perhaps Q3.

Following discussion, it was agreed that the remaining action would be to encourage as many people as possible to send letters to the area Planning Committee and to those councillors who represent the ‘Purbeck’ area. A summary of the main points would be sent together with a list of councillors so that residents could construct their own letter. Note that in the past, bulk copies of the same letter have been disregarded by the receiving council.

**Wareham Road Planning Application**

With respect to the planning application itself, this cannot be approved before the PLP is formally adopted. The current process was initiated by the developer to allow them to address DC Planning concerns in preparation for the PLP adoption. As stated on October 1st, the developer has also informed the Parish Council Chairman that they intend to submit further applications for 55 houses around Blaneys Corner and Flowers Drove.

Separately, it was also agreed to similarly encourage as many people as possible to respond on an ongoing basis with respect to the planning application. While the application has closed for comments, additional information and reports are added to the application and in the PC’s opinion, this allows for additional feedback. The PC did object on the green belt issue and stated that it reserved the right for further comments as and when additional information was presented.

The issue of using consultants to address key points was discussed. Attendees referenced the previous use of a consultant to advise them of strategy at the PLP Hearings in 2019 and recommended their services. Another attendee advised that they were in contact with a traffic consultant who could potentially provide services.

Next steps:

* PC to issue councillor contact list and summary of main points to consider
* PC to review membership of CPRE
* Review engagement of consultants in a targeted manner
* Request for repeat traffic survey
* Review with DAPTC for cross–Dorset response
* Clarify DC process for planning application delegation or committee review

**Dorset Local Plan**

Prospective timetable as shown on the DC website

Jan 2022 Consultation

May 2022 Publication

Oct 2022 Submission

Q2 2023 Examination

Q4 2023 Adoption

Next Steps

* Request impact of Covid-19 and Brexit uncertainties
* Review green belt very exceptional circumstances
* Review sustainability – no jobs in LM
* Review forecast traffic issues
* Review windfall stats

Associated:

* Wyatt Homes’ response to Parish Council questions; received Oct. 18th. – please see appendix 8a (separate .pdf file)