

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday June 8th 2022, at 7.00 p.m. in the Blanchard Room, Village Hall.

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

No members of the public were in attendance.

**PUBLIC PARTICIPATION:**

There was none.

## 1. Apologies:

Cllrs R Aspray, B Barker, H Khanna, K Korenevsky, K Morgan.

## 2. To elect F&GP Cttee Chair and receive acceptance of office.

Cllr Attridge was nominated. There being no other nominations, Cllr Attridge was duly **ELECTED.**

## 3. To elect F&GP Cttee Vice-Chair and receive acceptance of office.

Cllr Korenevsky was nominated. There being no other nominations, Cllr Korenevsky was duly **ELECTED.**

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

There were none.

## 5. To receive and approve minutes of the Finance & Policy Committee meeting held on 11th May 2022.

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

## 6. 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 11 Aug 2021 Minute 4 – New dog waste bin for Middle Rd.** Dorset Waste Services were contacted with a request to reinstate clearances of this bin. *It was confirmed that clearances are now being made.*  ***DISCHARGED***
2. **F&GP Cttee 10th Nov 2021 Minute 13 Review of play equipment in Rocket Park play area.** Cllr Abbott is working with Cllr Huggins to obtain three comparative quotes for supply and installation of an item of play equipment which she will propose to replace the Record roundabout.
3. **F&GP Cttee 8th Dec 2021 Minute 10, Condition of bus shelter at lime Kiln Rd opposite the war memorial.** The asbestos roof has now been safely removed and disposed of by a specialist asbestos contractor in readiness for demolition of this defunct shelter. *It was noted that Cllr Morgan had indicated that he would be able to dispose of the bricks when the shelter is demolished. Consequently the next stages need to be co-ordinated with Cllr Morgan.*
4. **F&GP Cttee 13th April 2022 - Bins** At the F&GP Cttee meeting on 13th April 2022 it was agreed that the Parish Clerk should write to the Manager of the Tesco Express store to formally request them to reinstate the bin they had removed from outside the shop. This bin has now been reinstated. ***DISCHARGED****.*

1. **Planning applications:**

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

**Planning application 6/2021/0361 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 6/2021/0376 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/2021/02674 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.

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

**Planning application P/HABR/2021/00066 The Barn Sandy Lane Lytchett Matravers Poole BH16 6DB.** Change of use from agricultural to dwelling house. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2021/05598. Owls Farm Dolmans Hill Lytchett Matravers BH16 6HP.** Temporary retention of 2no. storage containers. Permission needed until 31st December 2022. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2021/04771 Hawthorns Deans Drove Lytchett Matravers Poole BH16 6EQ.** Proposed First Floor Extension to form Dressing Room & EnSuite bathroom. DC planning portal shows that this application has still not yet been determined.

**Planning application P/PALH/2022/00808 Glenwoods Poole Road Lytchett Matravers Wimborne BH21 3RP.** Additional storey to existing dwelling, increasing height from 7.068 metres to 10.468 metres. DC planning portal shows that this application has been **refused.**

**Planning application P/FUL/2021/03291 Land Adjacent Goresmead Cottage Foxhills Road, Lytchett Matravers Poole BH16 6BD.** Proposed agricultural barn.DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2022/00355 Bennic Farm Dolmans Hill Lytchett Matravers Poole BH16 6HP.** 22 solar panels to be installed in garden 8kw on pods 5m from boundary in enclosed private area. DC planning portal shows that this application has now been **withdrawn.**

**Planning application P/FUL/2022/00806 Deans House Deans Drove Lytchett Matravers Dorset BH16 6EQ.** Sever land adjacent Dean House and erect new detached dwelling; create new vehicular access. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/01093 8 High Street Lytchett Matravers Poole BH16 6BQ.** Sever land and construct new 2 bedroom detached bungalow. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/01066 Land Adj, Clouds Hill Burbidge Close Lytchett Matravers Poole Dorset.** Sever land and erect 3 bed chalet bungalow with associated parking. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/01095 Land at Blaneys Corner To the east of Wareham Road and south of Wimborne Road. Lytchett Matravers.** Erect 25 dwellings (C3 use class), new vehicular and pedestrian access onto Wimborne 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/VOC/2022/01291 164 Wareham Road Lytchett Matravers Poole BH16 6DT.** Variation of Condition 2 & 5 of planning approval 6/2020/0314 (sever plot and erect a detached two storey dwelling with associated access, parking, landscaping and amenity space) to agree to the new building location 700mm further forwards towards the highway and the new foul water drainage connection. DC planning portal shows that this application has still not yet been determined.

**Planning application P/CLP/2022/01830 11 Landers Reach Lytchett Matravers Poole BH16 6NB**. Demolish conservatory and replace with kitchen extension. Part conversion of garage. (Cert of Lawfulness). DC planning portal shows that this application has now been **refused.**

**Planning application P/CLE/2022/01879 Valley Farm Middle Road Lytchett Matravers Dorset BH16 6HJ.** Certificate of lawfulness to continue without planning permission the positioning of two shipping containers on land for a period in excess of four years. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2022/01674 104 Wareham Road Lytchett Matravers Poole BH16 6DT**. Single storey rear extension, demolish existing conservatory. DC planning portal shows that this application has now been **approved.**

**Planning application P/CLP/2022/01891 Taylors Farm Wimborne Road Lytchett Matravers Poole BH16 6HQ.** Construction of new detached garages at the rear of the property within the curtilage of the dwelling. Demolition of existing detached garage at rear of the property. No new access required. (Cert of lawfulness). DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2022/02086 13 Gibbs Green Lytchett Matravers Poole BH16 6ND.** Single storey side extension to form garage with utility behind and large storage area. Convert existing garages to offices with additional windows. Bin store created internally to the new garage and driveway extended across the front garden. DC planning portal shows that this application has still not yet been determined.

**Planning application P/LBC/2022/02269 Castle Farm House Castle Farm Road Lytchett Matravers Poole.** Minor alterations to approved flat roof dormers under Planning Permission refs. 6/2020/0555 and 6/2020/0556. Proposed alterations include addition of upstand at rear of flat roof to accommodate lead detailing requirements, change of fall to fascia with ogee gutter and downpipes. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/00691 15 Dillons Gardens Lytchett Matravers Poole BH16 6DW.** Demolish existing buildings and erect 6no. houses with parking. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2022/02148 135 Wareham Road Lytchett Matravers Dorset BH16 6DZ.** Proposal to construct a timber framed, larch clad and insulated structure to link existing dwelling to existing pool house. Also to feature a sloping 'living roof'. DC planning portal shows that this application has not yet been determined.

**Planning application P/PADM/2022/02921 Taylors Farm Wimborne Road Lytchett Matravers Poole BH16 6HQ.** Building to be replaced by proposed new garages. DC planning portal shows that **prior approval is not required.**

**Planning application P/CLE/2022/02881 (Cert of Lawfulness) Valley Farm Middle Road Lytchett Matravers Poole BH16 6HJ.** The erection without planning permission of 3 storage/workshop buildings, an agricultural building, a music studio and a toilet block in the positions shown on the attached site plan. DC planning portal shows that this application has not yet been determined.

**Planning application P/CLE/2022/02911 (Cert of Lawfulness) Valley Farm Middle Road Lytchett Matravers Poole BH16 6HJ.** A mixed use comprising the fabrication and repair of horsedrawn vehicles (caravans, carts and wagons); the display and sale of bric-a-brac and collectables; open storage of assorted items including vehicles and portakabins; hobby farming and music festivals within the areas identified on the attached use plan. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2022/03203 Goresmead Cottage Foxhills Road Lytchett Matravers Dorset BH16 6BD.** Retrospective planning permission for the access and hard surfacing. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2022/03204 Springfield Deans Drove Lytchett Matravers Poole BH16 6EQ.** Raise roof of existing out-building and convert to annexe. DC planning portal shows that this application has not yet been determined.

**In addition*,* the following three matters were considered:**

* **F&GP Cttee 11th May 2022, Minute 8 – safety and insurance relating to Bennys Bumps BMX / cycles dirt track.** *Cllr Bush advised that Mr Gould had informally indicated his willingness to take on a contract to undertake half yearly maintenance inspections & necessary remedial works, plus any ad hoc work required.* ***Action: Parish Clerk to formally write to Mr Gould about this on behalf of the Parish Council*.**
* **F&GP Cttee 11th May 2022, Minute 11 - a proposal from Cllr Bush that the Council approves the trimming back of the surrounding runners / stems of the Rhus tree on the boundary between the recreation field and Dillons Court, while maintaining the central tree.** It was **RESOLVED** to go ahead with this.
* **F&GP Cttee 11th May 2022, Minute 12 - improvement of bunds on recreation ground.** *Regarding the bund around the Village Hall at the Vineyard Close / High Street junction, Cllr Bush indicated that he would follow up with Mr Colvey regarding information on the cost of the required plants.*

## 7. To receive and note the 2022-23 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.

## 8. To receive and consider a report covering 2022-23 year to date 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.

## 9. To receive and consider a report on the current uptake, waiting list and upkeep of the allotments (for purposes of report only).

The Parish Clerk referred to a report which he had made available to all members ahead of this meeting.

It was noted that:

* There had been no further joiners to the waiting list since the last report on 11th May. However, three existing plot holders had been in touch to say that they would be interested in second plots – in all cases they are interested only in the plots immediately next to their current ones. Notes had been made of these requests - which members felt would be acceptable if first refusal was given to those on the list waiting for a first plot.
* One plot became vacant during May and has since been re-let. A further plot became vacant on 31st May and has since been offered to the next person on the waiting list.
* The tenants of nine plots were written to in early May regarding the condition of their plots / lack of cultivation. Since then one plot holder has given up, three plots have been improved significantly, and three plots have shown minor improvement. The tenants of the five plots showing only minor or no improvement have now been written to a second time to request their plans to urgently address the shortcomings.

In addition, two other tenants have also been written to regarding lack of activity on their plots.

## 10. To consider the current levels of cash holdings in the Council’s bank accounts and whether to move a sum to the Prudential investment.

It was noted that the Council has over the £85K limit protected under the Financial Services Compensation Scheme in both its HSBC and Unity Trust bank accounts. Consequently members felt that it would advantageous to reduce these balances and the related risk by transferring a total of £100K to its long term investment with Prudential International. Cllr Bush indicated that he would explore with Mark Pincott Associates Plc the fees for making such a transfer, and then report back to the Council***. Action: Cllr Bush to speak to Mark Pincott accordingly.***

## 11. To receive, consider and approve the Internal Audit report recommendations for YE 31/03/2022 and related management responses.

This report had been received and its recommendations reviewed by the Council Chairman and Clerk. Further discussions then took place with the Internal Auditor and adjustments were made to two of the recommendations and related management responses. The revised document was then been circulated to all members ahead of this meeting. It was **RESOLVED** to **APPROVE** this revised copy of the Internal Audit report and related management responses.

It was separately noted that the Internal Auditor has signed off the Internal Audit statement in the Annual Governance and Accountability Return for the year ended 31 Mar 2022.

## 12. To consider the matters listed in section 1 (the Annual Governance Statement) of the Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2022, for recommendation to Full Council.

The members present considered each of the statements. They resolved to **RECOMMEND** to Full Council “yes” answers to the Annual Governance statements 1-8 within section 1 of the AGAR for the year ended 31 March 2022, and N/A to statement 9.

## 13. To consider the accounting statements in Section 2 of the Annual Governance and Accountability Return (AGAR), for recommendation to Full Council.

A completed draft copy of this section of the AGAR was made available to all Council members in advance of this meeting. The members present resolved to **RECOMMEND** to Full Councilapproval of the financial statements as entered on it.

## 14. To consider options for improved appearance of security of the recreation ground boundary - Hannams Close.

The members present noted that there is much scope for improvement at this location both in appearance and functionality. Consequently it was **RESOLVED** to refer the matter to the Village Environment Working Group for in-depth consideration.

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

The following items were identified:

* Forthcoming delivery of the additional benches and picnic tables at the rec and Foxhills Open space.
* Reflections on the Queen’s Jubilee celebration events.

## 16. To note correspondence received.

Cllr Bush referred to the correspondence with the Village Hall committee regarding usage and cleaning issues arising from the Hall hire for the Jubilee events.

The meeting closed at 20:10

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

## Appendix 1

Bank reconciliation and 2022/23 year to date report covering income and expenditure.

See separate report.