

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday July 13th 2022, at 7.00 p.m. in the Blanchard Room, Village Hall.

**PRESENT:** M Attridge (Committee Chair), R Aspray, A Bush, A Huggins, H Khanna, K Korenevsky, P Webb, and Mr T Watton (Parish Clerk).

No members of the public were in attendance.

**PUBLIC PARTICIPATION:**

There was none.

## 1. Apologies:

Cllrs V Abbott, B Barker, K Morgan.

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

There were none.

## 3. To receive and approve minutes of the Finance & Policy Committee meeting held on 8th June 2022.

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 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.
2. **F&GP Cttee 8th Dec 2021 Minute 10, Condition of bus shelter at lime Kiln Rd opposite the war memorial.** The bus shelter has now been demolished. ***DISCHARGED***
3. **F&GP Cttee 11th May 2022, Minute 8 – safety and insurance relating to Bennys Bumps BMX / cycles dirt track.** Mr Gould has responded to correspondence from the Parish Clerk to formally confirmhis willingness to take on a contract to undertake half yearly maintenance inspections & necessary remedial works, plus any ad hoc work required.
4. **F&GP Cttee 11th May 2022, Minute 11 - approval to trim 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 confirmed that this work has been done.* ***DISCHARGED.***
5. **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.
6. **F&GP Cttee 8th June Minute 10 –** **Updating signatories to prudential Investment** The Parish Clerk has been in touch with Mark Pincott Associates (MPA) to request the necessary forms and guidance notes for this. The forms have been obtained, but without notes. This omission is being followed up with MPA.
7. **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/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 now been **refused.**

**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/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 now been **granted.**

**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 now been **refused**.

**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 now been **withdrawn.**

**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 now been **approved.**

**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 still 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 still 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 still 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 still not yet been determined.

**Planning application P/HOU/2022/03162 7 Cecil Place Lytchett Matravers Poole BH16 6FG.** Convert roof space into habitable accommodation with side dormer. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2022/03463 11 Landers Reach Lytchett Matravers** Poole BH16 6NB. Single storey rear extension and part conversion of garage. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2022/03628 Linden Lea Deans Drove Lytchett Matravers Dorset BH16 6EQ.** Raise the ridge of the roof and convert to form living accommodation with 1 dormer window and erect single storey side extension. DC planning portal shows that this application has not yet been determined.

## 5. 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.

## 6. 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.

## 7. 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:

**Waiting list** There have been no further joiners to the waiting list since the last report on 8th June.

**Vacancies** One plot became vacant during June (plot 65) and has since been re-let. The treatment of plot 12 was completed during the month and has also now been let. The previously vacant plot 11 has also now been let.

The only un-let plot is number 33. As previously reported, a quantity of brick / rubble under the surface of Plot 33 has been exposed. It is unclear how much more remains buried in it. ***Action: Parish Clerk to contact Mr Selby to request that he continues the work to remove this.***

**Condition of plots**

The condition of six plots reported to the June meeting have all been improved following emails to the tenants during the month. A further three plots have given cause for concern, the holders of all three had been written to and had indicated that they would attend to them urgently.

## 8. To consider planning application P/HOU/2022/03844 8 Foxhills Crescent Lytchett Matravers Poole BH16 6BE. Extend width of existing front dormer and raise eaves height of existing rear dormer.

**NO OBJECTION.**

## 9. To consider changes of signatories to the Council’s long term investment with Prudential International.

It was **RESOLVED** that the four signatories would be A Bush, M Attridge, A Huggins and T Watton. ***Action: Parish Clerk to complete the form and send it to Mark Pincott Associates to forward on to Prudential International accordingly.***

## 10. To consider the amount to add to the Council’s long term investment with Prudential International.

It was **RESOLVED** to add £100K to the Prudential Investment, taking £50K each from the Council’s Unity Trust and HSBC bank accounts.

## 11. To consider the request from a local producer to permit them to install a milk vending machine between the Scout Hut and the Sports Pavilion.

This was **APPROVED** in principle, subject to the submission to the Parish Council of a detailed proposal covering the design, exact siting of the unit, and a proposal for its power supply, etc.

## 12. To consider a proposal received from the Lytchett Matravers Scouts for a modification to provide disabled access to the Scout Hut.

This was **APPROVED** in principle. It was suggested that Cllr Morgan is asked to examine and consider the sketch plan so far submitted in order to critique the proposed design as well as to advise on materials. Once a more detailed proposal is formulated a quote will be required. With regard to the request for a contribution to the works from the Parish Council it was agreed that the the Scouts would be welcome to apply for grant from the Parish Council in the usual way.

## 13. To consider the action to address the reported leak in the water supply to the Youth Club Building

It was noted that the water leak is between the meter at the junction with the public main and where the supply is connected in the building. It was agreed that rather than attempt to find and repair the leak on the old supply pipe, it would be better to simply lay a new supply pipe instead. It was understood that the connection to the meter must be undertaken by Wessex Water. Consequently the Parish Clerk indicated that he would contact the company to see if they would be able to quote for the entire job, and at what cost. This would then be compared with quote from at least two other contractors who have DC Highways licence / approval to be able to “open” the highway, if the meter / connection is situated under the public road or pavement. ***Action: Parish Clerk to contact Wessex water and / or other contractors accordingly.***

## 14. To receive and consider a report providing an update on the community garden initiative (for purposes of report only).

The members present considered Cllr Huggins’ report which was made available to them in advance of the meeting. Whilst the matters of the design and practicalities of construction were noted, members expressed concern about the Council being seen to support a project which utilises £5K+ funds which had been donated for relief of residents’ financial hardship. They felt that whilst a relatively small expenditure (say £500) might be acceptable, in the current times of high inflation and potential fuel poverty there were more appropriate uses for such substantial funds. In the light of this, together with the anticipation of a maintenance on-cost to be met from public funds, the Council did feel it appropriate to donate public land for this purpose.

The members felt that it should instead be suggested to the group driving this initiative that the money is instead utilised for more direct practical benefit for residents who may be experiencing financial hardship – such as to fund a regular supper club. Cllr Aspray offered to speak to the person leading the initiative to make this point.

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

The following items were identified:

* Combined / single council meeting in August.
* Library path
* Follow-up to Annual Parish Meeting – request for ideas / things residents would like to see in the village.

## 16. To note correspondence received.

Advance information about a proposed “services area” situated on land adjacent to Bere Regis roundabout.

Correspondence received by Cllr Aspray regarding a representation made for planning enforcement (case ref EN/2022/00353) concerning “unauthorised vehicle / storage compound also gates erected on land on the east side of High Street, Lytchett Matravers BHJ16 6BJ.”

The meeting closed at 21:00

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

## Appendix 1

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

See separate report.