# Parish Council LogoMinutes of the meeting of LYTCHETT MATRAVERS PARISH COUNCIL

# Meeting of Full Council, also incorporating the business of its Finance & General Purposes Committee - Weds 10th August 2022 at 7.00 p.m. in the Blanchard Room, Village Hall.

**PRESENT** were A Bush (Council Chair), M Attridge, R Aspray, B Barker, A Huggins (from 19:10), K Morgan, P Webb and Mr T Watton (Parish Clerk).

**Also present:** Five members of the public were also present.

## PUBLIC PARTICIPATION SESSION (Standing orders suspended)

A resident of Glebe Road explained that he had heard a rumour that a decision had been taken that the Purbeck Local Plan is to be dropped in favour of incorporation of its content into the Dorset Local Plan. He wondered if this was true. The Council Chair commented that he had not seen any formal communication to this effect. Cllr Morgan added that there had been a press release by the Dorset CPRE four days before this meeting and there had been no mention of it in that document.

The resident also asked how a decision on the Purbeck Local Plan might effect the consideration of pursuing a judicial review. The Chair commented that the Council may still consider this. The Council would have up to six weeks to decide on this after any decision on the Purbeck Local Plan. However he warned that the Council’s legal adviser may or may not think it would be worth going ahead with this. In either case, he assured the resident that there would be a Council discussion on the matter at the appropriate point, and that the Council would keep him informed.

## DORSET COUNCILLORS’ REPORT

There were none.

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

Cllrs V Abbott, H Khanna, and K Korenevsky.

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

None.

## 3. To consider any applications for the casual vacancy on the Council.

Two applications had been received, from Mr Rodney Coombes and Mr Barry Lister. The Council Chair thanked both applicants for their interest. Each applicant took the opportunity to individually address the Council members in support of their application. Both applicants and other members of the public were then asked to leave the meeting room whilst the Council considered these. By a majority, the Council **RESOLVED to APPOINT Mr. Barry Lister** to the vacancy. Cllr Lister then signed his “Acceptance of Office” and joined the meeting as a Council member for the rest of the session.

## 4. To receive and resolve to approve minutes of Council meeting held on 27th July 2022.

It was **RESOLVED** by a majority of those present to approve the minutes as a true record of the meeting. They were duly signed by the meeting Chair.

## 5. To receive and approve minutes of the Finance & Gen Purposes Committee meeting held on 13th July 2022.

It was **RESOLVED** by a majority of those present to approve the minutes as a true record of the meeting. They were duly signed by the meeting Chair.

## 6. To receive and consider reports of past subject matters on the minutes of the Full Council meetings (for purposes of report only).

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

1. **Minute 21, 22nd September 2021 – signage for BMX / cycle dirt track.** It was agreed that the signage would be erected by the Guerrilla Gardeners. This has been delivered to the Parish Council office.
2. **Minute 7.2, Full Council 27th April 2022 – Purchase of replacement litter bin for Rocket Park.** This has now been received. It was agreed that the Guerrilla Gardeners will install it.
3. **Minute 7.3, Full Council 27th April 2022 - replacement of the elderly rectangular bin adjacent to the upper car park located approx. halfway between the Sports Pavilion and the Village Hall.** This has now been received. It was agreed that the Guerrilla Gardeners will install it.
4. **DC Ward members’ report, Full Council, 22nd June 2022 – outstanding invitation to Purbeck CAB representative to attend a Council meeting.** A response has now been received from Katrina Ford, Business Manager at Purbeck CAB. She will attend the Full Council meeting on Wednesday 28th September.
5. **Minute 11, Full Council, 22nd June 2022 -** **export tariff with Octopus Energy.** On 25th June 2022 the Parish Clerk pursued the previously registered request with Octopus Energy to join their “Panel Power” scheme to export excess solar energy. They responded to ask for the DNO and MCS certificates. These were forwarded to Octopus on 1st July. After three further “no progress” updates from Octopus, Rob Carswell arranged for H2ECO to visit the site and attend to a problem which had evidently been causing a delay in this process. As of 8th August the application is still awaiting a “sign off” by SSE.

**7. To receive and consider reports of past subject matters on the minutes of the Finance & General Purposes Committee (for purposes of report only).**

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 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. ***DISCHARGED.*** *It was noted that it was noted that the regular maintenance visits would be scheduled to take place in January and July each year.* ***Action: The Parish Clerk to prompt Mr. Gould on this.***
3. **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.
4. **F&GP Cttee 8th June Minute 10 – Updating signatories to prudential Investment** The necessary form and supporting information has now been forwarded to Mark Pincott Associates (MPA) to submit to Prudential International. A response is awaited.
5. **F&GP Cttee 13th July 2022, Minute 7 – Clerk to contact Mr Selby to continue the clearance work of allotment plot 33.** The Clerk spoke to Mr Selby accordingly, but as of Sunday evening 7th August it was noted that nothing further had been done. The Clerk has therefore chased him about this.
6. **F&GP Cttee 13th July 2022, Minute 13 – Youth Club Building, water leak. The clerk spoke to Wessex Water.** They do not offer a find and repair service of any leaks within the curtilage of their customers’ premises. However, as reported at the Full Council meeting in July (see minute 13, 27th July 2022), Mr Williams of the Dorset Council Estates Department is arranging for a DC appointed contractor to attend the site to undertake an initial inspection with a view to detecting and dealing with the leak.
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 now been **withdrawn (“nutrients”).**

**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 now been **withdrawn (“nutrients”).**

**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 been **granted** (3/8/2022).

**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 now been **refused** (18/07/22).

**Planning application P/HOU/2021/04771 Hawthorns Deans Drove Lytchett Matravers Poole BH16 6EQ.** Proposed First Floor Extension to form Dressing Room & en-suite bathroom. DC planning portal shows that this application has now been **granted** (03/08/2022).

**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 now been **refused** (13/07/2022). **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/2022/01891 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 now been **granted** (19/07/2022).

**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 now been **granted** (26/07/2022).

**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 portacabins; 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 now been **granted.** (19/07/2022).

**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 now been **granted** (26/07/2022). **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 now been **granted** (26/07/2022). **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 still not yet been determined.

**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. DC planning portal shows that this application has now been **granted** (01/08/2022).

**Planning application P/PAED/2022/04074 Glenwoods Poole Road Wimborne BH21 3RP.** Raise roof from 7.068m to 10.468m to create additional storey. This is currently now listed on the DC Planning portal. DC Officers have been alerted to the error.

**Planning application P/HOU/2022/02848 Owls Farm Dolmans Hill Lytchett Matravers BH16 6HP.** Retain a structure used for the storage of agricultural machinery, including a tractor, and an adjacent wood store. DC planning portal shows that this application has not yet been determined.

**Planning application P/NMA/2022/04314 (non-material amendment) Land adjacent to Wessex Water Reservoir Purbeck Road Lytchett Matravers** Non material amendment to Approved P/A 6/2018/0287 (Construction of 25 dwellings and associated access, parking and landscaping) to add solar panels to specific dwellings. DC planning portal shows that this application has now been **granted** (05/08/2022).

**Planning application P/OUT/2022/03616 Bexington Lime Kiln Road Lytchett Matravers Poole BH16 6EL.** Demolition of existing dwelling and re-development with a replacement dwelling (outline application to determine access only). DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2022/04306 Kiln Cottage Lime Kiln Road Lytchett Matravers Poole BH16 6EL.** Demolish existing garage, erect 1 No 2 bedroom house. DC planning portal shows that this application has not yet been determined.

## 8. Chair’s announcements (for the purposes of report only).

The Chair commented on a suggestion that the village history group archive could possibly be housed in a cupboard in the Youth Hall.

## 9. 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.

## 10. 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.

## 11. 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 prepared and made available to all Council members ahead of this meeting. He explained that there had been just one further joiner to the waiting list since the last report on 11th of July. However this was someone who will not be moving to the village until a few weeks’ time.

No further plots had become vacant since the last report, and the only un-let plot is one which requires some further attention by the Council’s contractor to bring it into a condition where it may be offered to a tenant. Three plots which had been identified as cause for concern in the July report had all been attended to by the respective tenants. Inspection took place on Sunday, 7 August and that a further four plots had begun to show lack of attention. Consequently the holders of these four have been written to.

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

No formal report. A number of the aims and objectives of this working group had been carried into the Youth Hall Working Group. See minute 16 and appendix 4 below.

It was noted that the remaining issue related to the Sports Pavilion Climate Emergency upgrade work is the sign-off by SSE for the export of electricity from the solar panels. This sign-off is still awaited.

## 13. 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 2 to these minutes.

The matter of consideration of a proposal to extend the Cyclepath from Huntick Green / Rosalia Meadow to Jubilee Walk is the subject of a separate item reported in minute 19 below.

## 14. 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 3 to these minutes.

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

No formal, report. It was noted that the Inspector’s decision on the recent hearing on the Purbeck Local Plan is awaited.

## 16. To receive and consider a report covering options and plans for the former Youth Club building.

The Council Chair referred to a report which had been made available to all Council members ahead of this meeting. A copy of this report is associated at Appendix 4 to these minutes. The Chair pointed out that the immediate focus was on the short term actions which need to be undertaken in the lead up to the planned open day in September/October. He encouraged all members to help publicise the open day to as wide a range of the general public as possible. He also encouraged members to consider the list of identified short term issues for attention, and to add to it as any further points occur to them. It was **RESOLVED** that the open day would be planned for 24th September 2022

A brief update was given on the actions in hand with Dorset Council to investigate and identify the source of the possible leak in the mains water supply pipe to the building.

Some discussion also took place regarding the need to review the contents of the building and then to meet with representatives from the Lighthouse Church to agree with them what the Council wishes to keep and what the Lighthouse Church would be expected to remove and dispose of.

It was noted that the short term actions include the clearance of ivy towards the rear of the building and some work to remove the threat of damage to the building by the low hanging oak tree branches.

It was noted that the Army Cadets are seeking extra capacity to meet growth in local membership demand. However any accommodation they use must meet a set of strict criteria issued by the MOD. Discussions with the Army Cadets Officer-In-Charge are continuing.

Given that there are no gas appliances with in the building and the Council is currently being billed by British Gas for a monthly standing charge, it was **RESOLVED** to arrange for the gas meter to be removed. ***Action: Parish Clerk to make the necessary arrangements with British Gas for removal of the gas meter.***

## 17. To consider quotations received from contractors for the fencing of the dog exercise area of the recreation ground.

Cllr Morgan referred to a report which had been made available to all members ahead of the meeting. He summarised the content of the report by explaining that this matter was previously discussed by the Parish Council at its meeting in July 2021. At that time a single tender of £11,276 for the works had been received. The Parish Council agreed in principle a budget of £12,000, but required additional tenders. Two further quotations were then received for £5719 and £4600 respectively, but the proposals from those two contractors were subject to caveats and potential delays. Three fresh tenders have recently been invited from alternative contractors but to date only one has been received, for £4340. This contractor is able to undertake the work in September 2022. It was noted that consequently, in total there have been four tenders, of which the most recent is the lowest - and that a contractor is able to undertake the work almost immediately. It was therefore **RESOLVED** to accept the tender for £4340 (plus VAT) and to request the contractor, Corbin Fencing, to undertake the work in September 2022. *Action: Cllr Morgan to advise Corbin Fencing accordingly.*

It was however noted that the following preparatory work will need to be completed in advance of the fencing contractor commencing:

1. Arrange for a contractor to remove the bramble and scrub from the area enclosed within the planned dog exercise area and immediately adjacent to its boundary fencing.
2. Arrange for a contractor to remove the pre-existing pile of broken branches and other vegetation deposited within the dog exercise area.
3. Arrange for the piles of stone chippings to be removed from, or spread across, the Eldons Drove car park surface area.
4. Arrange for a tree surgeon to remove any low hanging branches to ensure a minimum 3.5 metre height clearance above the line of the planned fence, so that the fencing contractor is able to manoeuvre the necessary machinery to install the fence.

***Action: Parish Clerk to contact contractors to deal with items 1, 2 and 4 above.***

## 18. To consider quotations received from contractors for new path across Library Green.

Cllr Morgan referred to a report which had been made available to all members ahead of the meeting. This report indicated that tenders had been invited from three contractors; Fletchamoore (Poole) Ltd, BCP Council (Poole Business Services), and Gould Groundworks. It was **RESOLVED** to accept the quote from Poole Business Services to undertake the work for their quoted sum of £4750.00 + vat. However this was with the caveat that Dorset Council Estates must approve the detailed alignment and specification because they own most of the path route. Since DC have already agreed a licence, this is not anticipated to be a problem. It is hoped that the work can be undertaken during September.

## 19. To consider a proposal to extend the cycle path from Huntick Green / Rosalia Meadow to Jubilee walk.

The Chair referred to the revised estimates obtained from a local contractor for the extension of the next two 2 sections of the Cyclepath - based on a 2m width, as covered in the report at Appendix 2 below. i.e. :

* + Rosalia Drive/Huntick Green to Jubilee Walk £34k + VAT
	+ Jubilee Walk to Long Acres £66k + VAT

He explained that these figures were to be treated as indicative and had been obtained for the purposes of the Council making “in principle” decisions to undertake this work - as Dorset Council had suggested, as a “private developer”. In the subsequent discussion it became clear that members were in favour of this approach and the debate centred around whether to do this in two separate stages or as a single project. It was **RESOLVED** to proceed with the application for the first stage from Rosalia Drive / Huntick Green to Jubilee Walk. This would involve a detailed planning application to Highways followed by tendering for 3 quotes once approval had been received.

## 20. To consider dates for litter picks over next few months.

After brief discussion it was **RESOLVED** to hold the next litter pick on Sunday, the 18th September 2022.

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| British Telecom  | Office phone and broadband – July 2022 | 48.10 | 9.62 | 57.72 |
| Octopus Energy Ltd | Sports Pavilion electricity 1-31 July 2022 | 9.66 | 0.48 | 10.14 |
| British Gas | Youth Club Building Gas supply 1-21 July 2022 | 12.40 | 0.62 | 13.02 |

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **To Whom** | **For What** | **Net** | **VAT** | **Total**  |
| T Watton | Clerk’s salary – August  | 1057.35 | 0.00 | 1057.35 |
| HMRC | PAYE & ENI – August  | 361.26 | 0.00 | 361.26 |
| Dorset County Pension Fund | LGPS pension contrib August 2022  | 390.01 | 0.00 | 390.01 |
| T Homer | Handyman duties, July 2022 | 242.25 | 0.00 | 242.25 |
| Idverde Ltd | Grass cutting, southern end of rec x 1 in July 2022 Inv 10850521  | 31.20 | 6.24 | 37.44 |
| Lytchett Matravers Village Hall  | Hire of hall for meetings April – July 2022 | 150.00 | 0.00 | 150.00 |
| DAPTC  | Fee for online Carbon Literacy Accreditation training – Cllr B Barker | 60.00 | 0.00 | 60.00 |
| Printerbase Ltd | Supply of printer toner cartridge | 73.33 | 14.67 | 88.00 |
| Churches Fire Security Ltd | Annual inspection / updating of fire safety equipment Youth Club building 5 Aug 2022 | 56.39 | 11.28 | 67.67 |
| T Watton | Reimbursement of expenses incurred on behalf of Council  | 18.91 | 1.03 | 19.94 |
| A Bush | Reimbursement of expenses incurred on behalf of Council | 344.76 | 0.00 | 344.76 |
| British Gas | Youth Club Building Gas supply 22 July-8 Aug 2022 | 7.90 | 0.39 | 8.29 |

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

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

There was none reported.

## 24. 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).

None.

**25. To consider items for an article in the next Parish Magazine.**

The following items were identified:

* Litter pick
* Youth hall open day in September
* Work scheduled for September on the recreation ground – dog exercise area, the installation of gym equipment, replacement of Skatepark riding surfaces.

## 26. To note correspondence received (for purposes of report only).

Cllr Barker referred to some e-mail correspondence she had received from a resident regarding a suggestion for utilisation of the area which had been occupied by the bus shelter opposite the war memorial in Lime Kiln Road. It was noted that Cllr Morgan had already put forward some suggestions for this location. It may be possible to incorporate the suggested ideas into it. This detail will be looked at by the Finance and General Purposes Committee.

The meeting closed at 21:08 Annotated by/on ……………………………..Signed by……………………

**Appendices**

**Appendix 1**

Bank reconciliation and income and expenditure reports

See separate .pdf file.

## APPENDIX 2

**Huntick Road Cyclepath Working Group – Summary Report August 2022**

**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, Ken Morgan, Hannah Khanna

**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 runs from the Rose & Crown crossroads to Lytchett Minster. The final stage from the Race Farm junction to Post Green and/or Dorchester Road is to be finalised.

**Dependencies:**

* DC Highways confirmation on the full route, particularly after Race Farm.
* DC Funding and S. 106 funding from PLP2 developments. Initial agreement was for £150k from each party. However, latest DC costs estimates are now £2.5 million.

**Status/Next Steps:**

* First section from R&C crossroads to Rosalia Drive complete as part of Huntick Green development.
* DC/WSP report received and briefly discussed with Highways. Project costs now £2.2M to £2.5M.
* DC have now advised that ‘Probably the most straight forward way to advance this is to treat it as if you are a private developer. The Parish can appoint a designer and look at taking the proposals through the planning process, including pre-planning discussions to resolve any issues and identify the standards. Submit as a formal application and considered in the normal manner.
* LMPC have obtained revised estimates for the next 2 sections based on a 2m width path:
	+ Rosalia Drive/Huntick Green to Jubilee Walk £34k + VAT
	+ Jubilee Walk to Long Acres £66k + VAT
* Next steps:
	+ Determine application - section to Jubilee Walk only or both
	+ Select designer, draw up detailed designs
	+ Write to impacted residents/businesses
	+ Make formal application
	+ Obtain quotes through formal tender process

| Financial Forecast:(£000’s, excluding VAT) | 2022-23 | 2023-24 | 2024-25 |
| --- | --- | --- | --- |
| Expense to date |  |  |  |
| Forecast | 50 | 50 |  |
| Total | 50 | 50 |  |

## APPENDIX 3

**Village Environment Working Group – Summary Report. August 2022**

**Working Group Objective:**

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

**Working Group Participants:**

Ken Morgan, Alf Bush, Andrew Huggins, Karen Korenevsky, Vicky Abbot, Hannah Khanna, Martyn Colvey

**Details:**

1. Rec Area Projects:- Exercise Trail/Outdoor Gym Equipment –Boules/Petanque Pitches. Bins. Trees + Swales/sw attenuation.
2. Dog Exercise Area – Retender report to Aug 22 PC mtg. Add in m.g to adj car park.
3. Community Garden adj fence at top of Pond Walk. Down-scaled proposals from volunteers awaited.
4. Higher Cross Bus Shelter – Demolished - Make good plinth with Planter and Bench.
5. Trees – Rec + generally– Seek sponsorship.
6. Hannams Close entrance enhancement. Benches in position. Discuss with management company.
7. Wareham Rd/School traffic/parking - DC/WSP proposals discussions ongoing. – New Car Pk?
8. Pond –J.K reduced but still evident. Treatment required.
9. Finger post Renovations – Blaneys Corner done. Vol Training + sponsorship. Progress on Upper X with discounted parts available.
10. Library Green Path – Tender report to Aug 22 PC mtg.
11. High St Crossing – Awaiting DC Highways.
12. Tesco frontage – Acceptable design agreed with DC. Suggest joint Tesco/DC/PC funding. Possible bollard/boulder compromise?
13. Sports/Scout Bldgs ‘backside’ to High St. Short term Ideas + longer term opportunities.

**Dependencies:**

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

**Status/Next Steps:**

* Approve Dog Exercise Fencing tender. Cut back brambles/overhanging branches. Level ED carpark.
* Approve Library Walk Path tenders. Report to Dorset Co.
* Adult Exercise Trail + Benches/Picnic Tables/Bins – Orders Placed. Start 22.9.22.
* Community Garden – Proposers/volunteers intend to downscale scope.
* JK treatment adj Pond Walk
* Prepare detail dwgs + tender docs for Boules Pitches + ‘Hannams Gate’
* Work up designs for Sports Area + Rec landscaping/tree planting.
* Push Tesco/Highways re shop frontage funding.
* Investigate Grants/Funding/Sponsorship/Lottery/ Local Trusts + Loans/Mortgage possibilities.

| Financial Forecast:(£000’s, excluding VAT) | 2022-23 | 2023-24 | 2024-25 |
| --- | --- | --- | --- |
| Expense to date | Benches, gym + prep 30  |  |  |
| Forecast  | Path, Dogs, Pond etc 75 | 150 | ? |
| Total | 105 | 150 | ? |

## APPENDIX 4

**Youth Hall Working Group – Summary Report. August 2022**

**Working Group Objective:**

To review the status & condition of the Youth Hall and set out new business plan for use.

**Working Group Participants:**

Beverly Barker, Andrew Huggins, Micki Attridge, Karen Korenevsky, Ken Morgan, Peter Webb, Rob Aspray, Hannah Khanna, Vicky Hems

**Background:**

The Parish Council are the owners of the Youth Hall while the land is leased from Dorset Council. The lease commenced on December 19, 2006 with a term of 50 years. The Parish Council has been in discussion with Dorset Council regarding the transfer of the land to the Parish Council since it was approved by Dorset County Council cabinet on December 6, 2017.

**Details:**

The Lighthouse Church relinquished their tenancy effective June 30, 2022.

The Parish Council needs to assess the status of the building and build a viable business plan to justify any significant work.

**Status/Next Steps:**

Short term issues are:

* Water leak
* Full internal clean
* External clearance of ivy and oak tree trim
* Broken window
* Army cadet plan – set out to do list for their usage
* Plan Open Day for September 10th/17th/24th – liaise with schools, societies, etc. Advertise through website, FB, banners
* Continue with DC on land transfer

There is a longer checklist on Dropbox, add in any ideas.

| Financial Forecast:(£000’s, excluding VAT) | 2022-23 | 2023-24 | 2024-25 |
| --- | --- | --- | --- |
| Expense to date | 0 | 0 | 0 |
| Forecast | Planning Consultant 5Barrister review 5 | 0 | 0 |
| Total | 10 | 10 | 0 |