

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

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

**PRESENT:** M Attridge (Committee Chair), V Abbott, R Aspray, A Huggins, B Lister, K Morgan, P Webb, and Mr T Watton (Parish Clerk).

Two members of the public were in attendance.

**PUBLIC PARTICIPATION:**

A representative of the Football Club asked about the Council’s response to a letter sent by them to the Council concerning the background to the introduction of the Dog Exercise area. They were assured by Cllr Huggins that this would be sent to them shortly.

A resident asked if there was any update to the initiatives to deal with the traffic problems on Wareham Rd adjacent to the school. Cllr Attridge explained that this matter had recently come to a head due to an announcement from Dorset Council that the school crossing patrol person would be leaving her post. It was understood that Dorset Council had told the school that they would not be replacing the school crossing control person because they would be building a crossing. However, it was subsequently clarified that they would be replacing the patrol person until the crossing is in place. Cllr Attridge went on to explain that the Parish Council have asked several times for meetings with the appropriate people at DC, and that the Council is endeavouring to continue its discussions with Highways.

It was observed that the traffic problems are at least in part the result of the behaviour of vehicle-driving parents dropping off or picking up their children.

Cllr Morgan mentioned two other related initiatives by the Parish Council:

1. The “School Walk” path which leads to an access to the school via the field behind. This is currently not in use due to school problems staffing the gate; and also some expressed concerns about the route across the field occasionally being muddy. It was noted that it may be necessary to provide a more formal surfaced path.
2. An initiative to use the spare land adjacent to the school in front of the Lytchett Astro as a drop off / pick up area off Wareham Rd itself. Currently Dorset Council, as the owners of the land, have not been prepared to discuss this idea.

## 1. Apologies:

Cllrs B Barker, A Bush, H Khanna, and K Korenevsky.

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

Cllr Huggins declared a personal interest in the planning application at item 9 below. He left the room and took no part in consideration of this item.

## 3. 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 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. At the meeting on 28th Sept Cllr Huggins reported that he had followed up with Mr Colvey who will approach the resident concerned to find out what the costs are expected to be.
2. **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, and it is understood that some further work has been done, although as at 28th Sept this work was still not yet complete. Mr Selby has been chased about this.
3. **F&GP Cttee 13th July 2022, Minute 13 – Youth Club Building, water leak. The clerk spoke to Wessex Water. The contractor appointed by DC Estates reported back only on finding a faulty toilet cistern and has assumed that is this is the sole source of the leak.** Cllr Bush indicated that he wished to speak to the contractor to explore things further because there was some evidence of continued leakage even when this toilet cistern is isolated.
4. **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 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 6/2021/0365 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/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/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/2022/01066 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/2022/02881 (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/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 still 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 still not yet been determined.

**Planning application P/HOU/2022/03673 Owls Farm Dolmans Hill Lytchett Matravers Dorset BH16 6HP.** Retain conservatory. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/04372 Owls Farm Dolmans Hill Lytchett Matravers Poole BH16 6HP.** Change of use of agricultural land to storage of 2no. shepherd huts, to be used for personal use by the applicant's family. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/05152 15 Dillons Gardens Lytchett Matravers Dorset BH16 6DW** Demolish existing dwelling and erect 6no 4-bedroom detached houses with associated parking and access. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/05152 15 Dillons Gardens Lytchett Matravers Dorset BH16 6DW.** Demolish existing dwelling and erect 6no 4-bedroom detached houses with associated parking and access. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2022/05214 76 Wareham Road Lytchett Matravers Poole BH16 6DT.** Alter existing conservatory and erect single storey extension (revision of previous application 2021/04430) Resite garage (revision of previous application 2021/02735). DC planning portal shows that this application has not yet been determined.

**Appeal to the Planning Inspectorate re: P/FUL/2021/03207. 113 Wareham Road Lytchett Matravers Poole BH16 6DZ.** Erect detached 3 bedroom bungalow with associated access, parking and amenity space. **[Appeal Reference: APP/D1265/W/22/3298943].** DC planning portal shows that this appeal has not yet been determined.

**Appeal to the Planning Inspectorate re: 6/2020/0459 Land off Eddy Green Road, Lytchett Matravers, Poole, BH16 6HL.** Demolish existing outbuildings & erect a new dwelling with associated parking and access. **[Appeal Reference: APP/D1265/W/22/3295769]** DC planning portal shows that this appeal has not yet been determined.

**Appeal to the Planning Inspectorate re: P/PAAC/2021/05701 (Planning appeal) Land off Eddy Green Road Lytchett Matravers BH16 6HL.** Convert existing agricultural building to a dwelling. **[Appeal Reference: APP/D1265/W/22/3295773].** DC planning portal shows that this appeal has not yet been determined.

**Planning application P/HOU/2022/05257 Eldon House Eldons Drove Lytchett Matravers Poole BH16 6HH.** Retain walls to rear garden. DC planning portal shows that this application has not yet been determined.

**Planning application P/VOC/2022/05489 Castle Farm House Castle Farm Road Lytchett Matravers, Dorset BH16 6BZ.** Variation of Condition 2 to app: 6/2020/0555 (Provision for renewable energy & alterations & repairs to dwelling). To substitute approved drawings [inc revisions] from original permission with revised drawings. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2022/05484 27 Huntick Estate Lytchett Matravers Dorset BH16 6EB.** Erect a detached double garage. DC planning portal shows that this application has not yet been determined.

## 4. 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.

## 5. 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.

## 6. 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 two further joiners to the waiting list since the last report in August.

**Vacancies** One plotbecame vacant since the last report. This has already been taken on by the next person on the waiting list. Two further tenants have advised that they will be giving up plots when their tenancies end on 31st December.

The only un-let plot is number 33. As previously reported, it is unclear how much more rubble remains buried in this plot. Mr Selby had agreed to turn the plot over with machinery and clear it, but this has not yet been done. Mr Selby has been chased again about this.

**Condition of plots** The condition of three plots (one due to the lack of attention to the collapse of a fence some weeks ago, plus two due to lack of signs of activity) gave cause for concern and so the respective plot holders have been written to.

## 7. To consider planning application P/HOU/2022/05639 16 Paddock Close Lytchett Matravers Poole BH16 6AZ. Proposed exterior cladding and rendered panel.

**NO OBJECTION**

## 8. To consider planning appeal [ref APP/D1265/W/22/3303352] regarding DC refused application P/FUL/2021/05598 Owls Farm Dolmans Hill Lytchett Matravers BH16 6HP. Temporary retention of one storage container - permission needed until 31st December 2022.

It was resolved to reiterate the Council’s previously stated **OBJECTION** to this proposal.

## 9. To consider planning application P/HOU/2022/02013 Viewfield, Deans Drove Lytchett Matravers Poole BH16 6EQ. Create accommodation at second floor level within new roof with dormers.

**NO OBJECTION.**

## 10. To consider a proposal to recommend to Full Council the re-appointment of Rosie Darkin-Miller to continue as the Council’s Internal Auditor for 2022/23.

It was resolved to **RECOMMEND** this to Full Council.

## 11. To consider the recommendation from DAPTC to remain opted-in to the Smaller Authorities’ Audit Appointments (SAAA) process for the next 5 year period of appointment of External Auditor for Parish & Town Councils.

It was resolved to **RECOMMEND** this to Full Council.

## 12. To consider the work so far in developing the budget proposal and precept requirement for 2023/24 and issues for members to consider ahead of the budget setting session at the November F&GP Cttee meeting.

The Parish Clerk introduced this and reminded the members of the methodology for developing the budget proposal. As in previous years, the related spreadsheet shows the actual figures per month YTD for each cost and income code, and then includes a forecast for each remaining month of the current year. A copy of the spreadsheet has been made available to all members. This provides a calculated FY forecast per cost / income code and thus forms a starting point for consideration of budget allocations for 2023/24. The Clerk has made some initial suggestions for BAU (business as usual) cost and income codes for 2023/24 based on a combination of current knowledge of suppliers’ pricing intentions, plus assumptions formed from the current level of inflation. Members were encouraged to review the spreadsheet and consider the BAU budget suggestions ready for a discussion line-by-line at the November F&GP Cttee meeting. Members were also asked to consider budget requirements for projects / Working Group initiatives in 2023/24 ready to also insert these into the spreadsheet in November.

Members began the debate on approaches to the precept for 2023/24. The Parish Clerk assured members that the information on the Council Tax Base will be forwarded by Dorset Council in due course (Dec or Jan) together with the usual precept modelling tool. This, together with the budget proposals, is a key input for an informed debate on the precept requirement.

## 13. To consider a proposal for an initial deep clean of the Youth Club Building at an estimated expenditure of £96 (6x£16/hr for the cleaning crew).

It was resolved to **APPROVE** this sub de-minimus spend for the work to go ahead.

## 14. To receive a report-back on the Dorset Council Planning Engagement Session held on Monday 3rd October.

Cllr Aspray attended this session and provided a set of notes which was made available to all members ahead of the F&GP Cttee meeting. A copy is associated at appendix 2 to these minutes.

## 15. Review of Dog Exercise area.

Cllr Morgan referred to a paper made available to members ahead of this meeting which covered the history / background (relevant local bye-law concerning dogs, the current Dorset Council Public Spaces Protection Order, requirements within the LM Neighbourhood plan, etc), the proposal for a dog exercise area (including research & professional advice as well as comparisons with other locations regarding design and choice of materials), public consultation and reporting, tender process, associated enabling work, etc. The paper also considered public reaction during and after installation, as well as individually considering each area of expressed public concern. This concluded that… *“[t]here is nothing in the analysis of the complaints to suggest that the Dog Enclosure is wrong in concept, siting or construction (save for increased visibility) and it is recommended that nothing be changed (save for additional mesh).”* In response to these points it was noted that a hedge should be planted next to the fence as soon as possible to increase its visibility.

It was noted that a recent request from a member of the public for advice about other areas around the village where dogs may run freely off leads is relevant, and that it may be helpful for the Council to pursue this. To that end, members agreed that the availability of numerous easily accessible public walking routes in and around the village away from the Rec and its sports pitches could be publicised. Also, the PC could request Dorset Council to allow access to the field adjoining the school. The future Wyatts owned SANG off Flowers Drove had been suggested as a dog exercise area. However, members were aware that this land is privately owned and it is unlikely that Wyatts would agree to its use without the ‘quid quo pro’ of their current planning applications being allowed. That said, it was accepted that the PC could ask the question.

## 16. To consider approval for previously communicated proposal from Cllr Morgan for former bus shelter plinth in Lime Kiln Road.

It was noted that expenditure for this is expected to be below the de-minimus, and so it was resolved to **APPROVE** this to go ahead.

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

The following items were identified:

* Public exercise equipment now installed
* Local service offered by the CAB in the library
* Library path

## 18. To note correspondence received.

There was none in addition to the items already circulated to the members by email.

The meeting closed at 20:31

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

## Appendix 1

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

See separate report.

## Appendix 2

Feedback from the Dorset Council Planning Engagement Session for Town & Parish Councils- Tuesday 4th October 2022. LMPC represented by R Aspray

Planning Updates.

Dorset Plan

Publication of revised draft plan for comment in autumn 2024 with examination in spring 2025. Adoption likely in spring 2026.

Timescale allows for nutrient neutrality issue to be addressed. Comment that phosphates might also be an issue.

Plan likely to be progressed under the new system introduced by the Governments Levelling Up agenda and legislation.

Purbeck Local plan

Inspector has requested further information on nutrients issue.

Plan will not have a five year housing land supply (currently 1.23 years)

Enforcement Action

New policy for Dorset Council being prepared (no timescale provided). Large backlog of enforcement cases being dealt with. Most cases settled by negotiation but small number have to be dealt with using legal powers. Cases can take years to resolve. Current vacancy for Officer to cover the Eastern area means that all cases are on hold.

Development Management (formerly Development Control)

I discussed the Prior Approval process with Officers at a Breakout Session. It is clear that they don’t like the system and accept that it can lead to unwanted development in the Green Belt (The barn proposal for Dyetts Field being an example). The Officers pointed out that the process is a box ticking exercise and they have no scope to challenge the merits of an application. It either meets the criteria or it doesn’t. They accepted that there was a lack of transparency and that the system as it stands is open to abuse. Land developed but not used for the purpose approved under the PA system could be subject to Enforcement Action.

Trees

Council receives 2300+ applications for tree works each year. There are plans for automatic notification to developers that they will need to apply to carry out works to trees but this will probably be limited to felling. There still isn’t any way of stopping work to trees before the planning application is submitted unless it has a TPO or is in protected woodland.

I have requested a plan showing all the trees with TPOs in the Parish. This is no longer available on Dorset Explorer.