

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday May 10th 2023, at 7.00 p.m. in the Blanchard Room, Village Hall

**PRESENT:** Cllr K Korenevsky (Meeting Chair), R Aspray, B Barker, A Bush, A Huggins, K Morgan, P Webb and Mr T Watton (Parish Clerk).

There were no members of the public in attendance.

**PUBLIC PARTICIPATION:**

There was none.

## 1. Apologies:

Cllrs V Abbott, M Attridge, and H Khanna

## 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 12th April 2023

The minutes were **ACCEPTED** as a true record and signed by the meeting Chair.

## 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 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, at the Full Council meeting on 25th January the allocation of £150 to fund this was agreed. ***DISCHARGED.***
2. **F&GP Cttee 9th Nov 2022, Minute 19 – approach independent arboriculturalists for quotes for independent general survey of the health / stability of trees on Council owned land.** Outstanding action. It was agreed to arrange for this to take place in the Spring of 2023, once the trees are in leaf. At the April 2023 F&GP Cttee meeting it was suggested that as well as the recreation ground and any other Council land it was particularly important that the survey includes the Foxhills Open Space, Willow Walk, and Jubilee Walk. **ONGOING**
3. **F&GP Cttee 12th April 2023, Minute 18 – correspondence with a resident of Eldons Drove concerning the poor positioning of an air source heat pump.** A copy of the subsequent correspondence between the Council and the Planning Enforcement Officer was forwarded to Cllr Morgan as requested. ***DISCHARGED***
4. **F&GP Cttee 12th April 2023, Minute 18 – to forward the link to the DC Highways defects online reporting system to Cllr Abbott.** This was forwarded to Cllr Abbott by the Parish Clerk accordingly. ***DISCHARGED***
5. **Planning applications (28 applications listed of which 2 are now shown as approved – therefore 26 remain outstanding awaiting LPA or Inspectorate decisions)**

**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 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/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.

**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 still 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 still 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 still not yet been determined.

**P/OUT/2022/06101 Bexington Lime Kiln Road Lytchett Matravers Poole BH16 6EL.** Demolish existing buildings and erect 3 dwellings (outline application all matters reserved). DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2022/06986 Chartley Jennys Lane Lytchett Matravers Poole BH16 6BP.** Sever plot, extend existing Pool House to form detached dwelling. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2023/00446 2 Penrose Close Lytchett Matravers BH16 6EF.** Proposed Single Storey Side and Rear Extensions, Single Storey Garden Room and New Front Porch. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2023/00458 Land known at Dyett's Field High Street Lytchett Matravers.** Erect an agricultural building. DC planning portal shows that this application has still not yet been determined.

**Planning application P/CLE/2023/00412 Beaconfield Middle Road Lytchett Matravers BH16 6HJ.** The use of six units of accommodation as permanent dwellings at Beaconfield. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2023/00446 (amended plans or additional information) 2 Penrose Close Lytchett Matravers BH16 6EF.** Erect first floor front extension, two storey rear extension, single storey rear and side extension, front porch and detached garden room. DC planning portal shows that this application has still not yet been determined.

**Appeal to the Planning Inspectorate against the refusal of P/CLP/2022/05533 Glenwoods Poole Road Lytchett Matravers Dorset BH21 3RP.** Certificate of Lawfulness for the proposed enlargement of the dwellinghouse consisting of a side extension. [Appeal ref APP/D1265/X/23/3314683]. DC planning portal shows that this appeal has not yet been determined.

**Planning application (cert of Lawfulness) P/CLE/2023/01028 Chartley Jennys Lane Lytchett Matravers Poole BH16 6BP.** Garden shed, 14' x 10', pent roof, timber. For storage of garden tools, chairs, etc. DC planning portal shows that this application has still not yet been determined.

**Planning application P/FUL/2023/00936 Plough Point Farm Dolmans Hill Lytchett Matravers Dorset BH16 6HP.** Siting of a mobile home on the land for residential use by an agricultural worker in order to run the existing agricultural enterprise. DC planning portal shows that this application has still not yet been determined.

**Planning application P/HOU/2023/01186 2 Hannams Close Lytchett Matravers BH16 6DN.** Loft Conversion with side access from first floor. DC planning portal shows that this application has still not yet been determined.

**Planning application P/CLP/2023/01334 (certificate of lawfulness) 2 Hannams Close Lytchett Matravers BH16 6DN.** Loft Conversion with internal alterations. DC planning portal shows that this application has not yet been determined. DC planning portal shows that this application has now been **approved.**

**Planning application (amended plans and/or additional information) 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. DC planning portal shows that this application has still not yet been determined.

**Planning Application P/CLP/2023/01860 10 Wareham Road Lytchett Matravers BH16 6DP**. New outbuilding to rear garden. DC planning portal shows that this application has now been **approved.**

**Planning application P/HOU/2023/01198 Dullar Farm Dullar Lane Sturminster Marshall BH21 4AB.** To replace existing (unsafe) heating oil tank including upgrading foundations and removing and re-positioning wooden surround. DC planning portal shows that this application has not yet been determined.

## 5. To receive and note the 2023-24 year to date bank reconciliation (for purposes of report only).

A copy of the bank reconciliation was made available to all members ahead of the meeting, and 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 2023-24 Council income and expenditure (for purposes of report only).

The report was made available 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 had made a report available to all members ahead of this meeting – which he the updated at the meeting as follows:

**Waiting list** There had been no new joiners to the waiting list since the last report – with just one person on the list actively seeking any plot, plus one other person who is an existing tenant who wishes to be considered for a specific second plot (next to his current one), if it ever becomes vacant.

**Vacancies.** After a period of over 3 months from the start of 2023 when all allotment plots were let, a single vacancy occurred in April due to a plot holder moving away from the area. The plot was offered to the one active person on the waiting list and on 10th May he confirmed acceptance of it. Consequently there are now no vacant plots.

**Condition of plots.** There are 7 plots which are showing little or no signs of activity so far this year. The tenants of these plots have been written to.

## 8. To consider a collective response from the Council to the Dorset Council Leisure Strategy consultation (NB closes 14th May 2023. Emailed to members 14 April 2023).

Responses to each of the consultation questions were discussed and agreed. ***Action: Parish Clerk to enter the responses into the online questionnaire and submit it to Dorset Council.***

**9. To receive and note the latest update to the Expenditure Planning tool for 2023/24**

Cllr Bush referred to a worksheet which had been made available to all members ahead of the meeting. He summarised the latest updates to this, i.e.

* CIL payment to 31 Mar 2023
* Receipt of VAT refund for the period 1 Apr 2022-31 Mar 2023
* Revised valuation of investment with Prudential International as at 31 Mar 2023
* Bank balances as at 31 Mar 2023

He then led a discussion about the projects for progression during 2023/24, the forecast expenditure to enable these, and the sources of funds for each.

The updated details are set out in the report at Appendix 2 to these minutes.

It is intended that the Working Groups will be aligned to each of these projects intended to progress in 2023/24.

## 10. To consider Planning Application P/HOU/2023/01729 Larks Rise Dolmans Hill Lytchett Matravers BH16 6HP. Extension to Bedroom 1 and Garden Room.

It was noted that the property is situated within the Green belt and planning permission for it was only secured after long negotiations with Purbeck Dist Council Planning Dept. The building was kept low with what were the garages set down well into the ground. The Planning Permission was issued with a Condition (no 2) removing Permitted Development rights to erect any extensions or ancillary buildings without a further Application. However the garages have subsequently been converted to living space and then an extension had been added to the kitchen together with an elongation of the higher level living space including an even higher level viewing platform.

The Parish Council members see that this current proposal is to elongate the rear, west, bedroom wing a further 4m and also to extend the already enlarged kitchen further into the garden area. Consequently the Parish Council wishes to register an **OBJECTION** to the proposal on the grounds that it is inappropriate development within the Green Belt.

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

The following points were noted for consideration of inclusion:

* Coronation event – comment on its success and an invitation to the public to consider ideas for a community event next year.
* Upcoming Football Club tournament on the rec.
* Guerrilla Gardeners update.
* Council membership.
* Maintenance of the Churchyard and cemetery
* Update on Youth Hall.

## 12. To note correspondence received.

* Cllr Aspray referred to correspondence between himself and Dorset Planning Dept concerning the status of an approval given under reference P/PABA/2021/05355.
* Cllr Bush referred to comments he had received regarding the following items:-

1. Action to remove the damaged car park gate
2. The broken branch on a tree overhanging St Marys Churchyard.
3. Litter left at the Astro over the bank holiday weekend
4. Delivery of two new benches
5. The hedge on the boundary of Heath Cottage overhanding the pavement

* The Parish Clerk reported on a letter from Life Education Wessex thanking the Council for the £700 grant award made to them.

The meeting closed at 20:27

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

## Appendix 1

Bank reconciliation and 202324 year to date report covering income and expenditure.

See associated .pdf file

## Appendix 2

**Lytchett Matravers Parish Council**

**Financial EOY – Summary Report**

**May 2023**

**Working Group Objective:**

To update the January 2023 Forecast with actuals from March 31, 2023.

To reset project priorities and estimates.

**Working Group Participants:**

All Councillors

**Details:**

Financial updates:

|  |  |
| --- | --- |
| CIL payment for October 1 2022 to March 31, 2023 | £34,996 |
| VAT refund to March 31, 2023 | £16,700 |
| Prudential valuation as of March 31, 2023 | £303,168 |
| Bank balances (Scribe) | £207,291 |
| Total | £562,155 |

**Revised Project Forecast:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 23-24 Forecast Project Expense | External Funded | CIL Funded | Earmarked Reserve Funded | General Reserve  Funded | 24-25-26 |
| Wareham Road School Crossing | 100,000 |  |  |  |  |
| High Street Crossing |  | 75,000 |  |  |  |
| Tesco Forecourt/Island |  |  |  |  | 80,000 |
| School Field Path |  |  |  |  | 30,000 |
| Hannams Gateway |  |  |  | 5,000 |  |
| Pavilion/Scout Hut Frontage | 20,000 |  |  | 20,000 |  |
| Pond |  |  |  | 30,000 |  |
| Astro School Drop Off Car Park |  |  |  |  | 250,000 |
| Outdoor Table tennis | 8,000 |  |  |  |  |
| Rocket Park Rubber Floor |  |  |  |  | 85,000 |
| Boules Pitches | 6,000 |  |  |  |  |
| 20 MPH | 30,000 |  |  |  |  |
| Drop Kerb Crossings | 15,000 |  |  |  |  |
| Youth Hall Stage 1 |  | 30,000 | 10,000 | 20,000 |  |
| Youth Hall Stage 2 |  |  |  |  | 75,000 |
| Huntick Cyclepath - Jubilee Walk |  |  |  | 35,000 |  |
| Huntick Cyclepath – Lyt. Minster |  |  |  |  | 1,000,000 |
| King's Coronation |  |  |  | 6,000 |  |
|  | **179,000** | **105,000** | **10,000** | **116,000** | **1,520,000** |

**Next Steps:**

* Align Working Groups to projects.
* Set up grant application team to focus on external funding sources.