

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday July 12th 2023, at 7.00 p.m. in the Blanchard Room, Village Hall

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

There was one member of the public in attendance.

**PUBLIC PARTICIPATION:**

A resident asked about the options which had been considered in relation to the Wareham Rd crossing.

Cllr Huggins responded by summarising the history of this matter – focussing particularly on the period between the public petition organised by Cllr Korenevsky which resulted in the Sustrans community engagement event exercise and the present. He emphasised the considerable ongoing dialogue with DC Highways to press for a formalised crossing - which eventually resulted earlier this year in their decision to propose a Zebra Crossing. He also outlined the conditions under which the crossing would be installed i.e. removal of the layby, relocation of the bus stop, and cessation of the crossing patrol provision.

Cllr Huggins also referred to the separate joint DC Highways and Parish Council activity to look at the general speed around the village – and the Council’s’ intention to take up the opportunity offered by DC Highways to apply for 20mph limits. However, he pointed out that DC highways require these to be “self-managing” though width restrictions etc. He also commented on the fact that DC have made their application process and criteria significantly more complicated and onerous than other principal authorities elsewhere around the country.

The resident wondered if acquiring land adjacent to the school to use as a drop off area might have been considered. In response Cllr Morgan remarked that this is exactly what the Council has been (and is continuing to) strive to do. The land is owned by Dorset Council and the Parish Council is continuing to pursue this idea with them.

In conclusion, Cllr Attridge emphasised that the matter has been going on for a number of years and the Parish Council has had numerous conversations both with local residents and with DC Highways over it. The Council is committed to seeking satisfactory resolutions to the problems; and to that end welcomes continued dialogue with local residents and DC Highways.

## 1. Apologies:

Cllrs V Abbott, R Aspray and H Khanna

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

Cllr Attridge declared an interest in item 11, consideration of a grant request received from the Village Hall Management Committee, as he is a member of that committee.

## 3. To receive and approve minutes of the Finance & Policy Committee meeting held on 14th June 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 9th Nov 2022, Minute 19 – approach independent arboriculturalists for quotes for independent general survey of the health / stability of trees on Council owned land.** 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. The Parish Clerk reported that he had approached two Arboriculturalists, one of which had responded so far. A detailed map of the village will be needed with red lining marking all land owned and / or maintained by the Council which may need to be included in the tree survey. The Parish Clerk will prepare this in draft form and seek input / confirmation of completeness from members before it is forwarded to the arboricultualists to prepare comparative quotes for this survey task. In the meantime Cllr Morgan suggested a further arboriculturalist to approach, which the Parish Clerk has noted and has since approached.**ONGOING, awaiting access to Parish Online mapping facility.**
2. **F&GP Cttee 14 June 2023, Minute 9 – Wessex Water notification of non-compliant taps: Clerk to seek the advice of Wessex Water about preferred suppliers to carry out work to install pip interrupters on all Allotment taps.** Wessex Water were contacted and a local supplier identified. This was discussed with the Council Chair and the supplier appointed to do the work, which was completed on Friday 7th July. *It was conformed that a review visit with the Wessex Water Inspector is scheduled for Tuesday morning 18th July 2023.*
3. **F&GP Cttee 14 June 2023, Minute 21 – Clerk to contact “Cuppa Crew” and set up the necessary Trading Licence.** Contact was made, as agreed, with a draft licence. However this company is not yet ready to go ahead. They will be in touch again when they are ready. **ON HOLD.**
4. **F&GP Cttee 14 June 2023, Minute 23 – Clerk to contact Steve Mills again to request for George to cut the War Memorial hedge.** This request was made. The hedge has been cut. *It was clarified that this was done by Mr K Selby.*
5. **Planning applications (29 applications listed of which 7 are now shown as refused, granted or dismissal on appeal – therefore 22 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/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 now been **refused**.

**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 been dismissed.**

**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 been dismissed.**

**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 been dismissed.**

**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 now been **granted.**

**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 now been **granted.**

**Planning application P/FUL/2023/00458 Land known as 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.

**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 still 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 now been **refused.**

**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 (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/HOU/2023/01729 Larks Rise Dolmans Hill Lytchett Matravers BH16 6HP.** Extension to Bedroom 1 and Garden Room.DC planning portal shows that this application has still not yet been determined.

**Planning application P/CLP/2023/02828 93 Wareham Road Lytchett Matravers BH16 6DY.** Certificate of Lawfulness for new dormer and rooflights. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2023/02397 6 Hann Gardens Lytchett Matravers BH16 6FD.** Erect front extension to garage and second floor added. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2023/02958 38 Wareham Road Lytchett Matravers BH16 6DR.** Demolish existing stable and erect new stable/ barn on land to the rear of 38 Wareham Road. DC planning portal shows that this application has not yet been determined.

**Planning application P/FUL/2023/02603 36 Glebe Road Lytchett Matravers Poole BH16 6EH.** Erect 5 bedroom detached house with associated garage and parking. DC planning portal shows that this application has not yet been determined.

**Appeal to the Planning Inspectorate re: 6/2021/0376** (planning appeal) 27 Huntick Estate Lytchett Matravers Dorset BH16 6EB. Sever land and erect a detached dwelling with parking. **[Appeal reference: APP/D1265/W/23/3316590]**. DC planning portal shows that this appeal 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 updated at the meeting as follows:

**Waiting list** There have been two new joiners to the waiting list since the last report, 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. One person from the waiting list has taken a plot which became vacant at the end of June.

**Vacancies.** Currently all plots are let. One tenant is considering their capacity to work the plot and may give up in the next 2-3 weeks.

**Condition of plots.** Of the 9 tenants written to after the inspection last month one has given up and the plot has already been re-let and there has been improvement activity on 5 others. Chasers have been sent to the remaining three. Three further unkempt plots have now been identified and emails sent to the tenants reminding them of the terms of the tenancy agreement and asking them to take improvement action.

**Wessex Water notification of non-compliant taps**

The pipe interrupters have now been fitted to ensure compliance with the regulations, and the Wessex Water inspector has been informed.

## 8. To consider a Council response to planning appeal APP/D1265/W/23/3316590 - related to application 6/2021/037627 Huntick Estate Lytchett Matravers Dorset BH16 6EB

It was noted that this matter was considered and discharged at the June Full Council meeting.

## 9. To consider a proposal for installation of 3 dropped kerbs on The Spinney.

Cllr Huggins explained that the requested third quotation for the works has still not been received. The matter was **DEFERRED** to the July Full Council meeting.

**10. To consider and adopt the process as set out in the DAPTC Guidance Note dated 22nd June 2023 for responding to Unauthorised Traveller Encampments within the parish; and to confirm that the Parish Clerk has the authority to agree to the payment of £600 to Dorset Council to enable the police to issue a “Section 62”, if one is required.**

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

**11. To consider a grant request received from the Village Hall Management Committee for the cost of the replacement of windows in the Parish Council office. For recommendation to Full Council.**

After some discussion, and contrary to the decision taken at the Full Council meeting on 24th May 2023 (see minute 6 ii) the members present concluded that it may be more appropriate to offer to the Village Hall Management committee that the Parish Council arranges for and meets the cost of the replacement of the windows in the Council office.

***Action: Parish Clerk to write the Chair of the Village Hall Management Cttee accordingly.***

It was separately suggested that the regularisation / formalisation of the lease arrangement for the Council Office, between the Village Hall Management Committee and the Parish Council, be considered as a separate future agenda item by the Council.

## 12. To review the contractor appointment for Youth Hall refurbishment for phase 1.

Cllr Morgan reminded members of the background to this issue. He explained that in April prices for the phase 1 works had been obtained from three contractors and one had subsequently been selected based on price and timing / availability. Further details were then worked up for consideration and response from the contractor, but that a delay in any response from him had then ensued. As a result it was recognised that there is a need to consider a replacement contractor – either through a re-tendering exercise or by going back to the other two contractors who responded and reviewing with them their quoted prices and availability. Consequently Cllr Morgan contacted both contractors and agreed with them that they will review and then come back with updated prices.

Cllr Barker wondered if there were any other contractors who might be approached, but it was felt that there is still a good cross section with the remaining two.

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

The following matters were considered:

* Focus on Highways WG matters i.e. Update / clarification on matters related to the Wareham Rd Crossing
* Meeting timetable for August.

## 14. To note correspondence received.

* In response to a question raised by Cllr Webb, Cllr Bush remarked that the matter of the caravan parked on Halls Rd had been queried with the police. Since it is taxed and insured and not causing an obstruction the police have confirmed that it is not a matter for them.
* Cllr Huggins referred to a social media (FB community page) posting regarding a possible delay to Wessex Internet rollout. He is seeking an update on this from the Wessex Internet Community Liaison Officer.
* Cllr Bush reported on correspondence and a conversation with Vanessa Stokes, Rural Planner, Wessex Internet concerning the siting of their communications cabinet. This needs to be adjacent to an SSE power supply point – i.e. either the pole near to the Sports Pavilion or at the High St end of the Village Hall. It was noted that the location needs to be agreed and that it will be appropriate for the Council to have an agenda item to discuss and agree this.
* Cllr Barker referred to two social media (FB community page) postings:

1. A dog bin which may have been removed from the area by the stream on the Foxhills Open Space. For investigation.
2. Broken glass found on 25th June in the Rocket Park play area. This was reported to the Village Handyman. He had already dealt with it on one of his regular scheduled visits.

* Cllr Korenevsky referred to the matter of the dog bin in Purbeck Rd now left isolated as a result of the Stonewater development and probably requiring relocation. Cllr Bush indicated that he would add this to his current correspondence with Cari Wooldridge (DC Planning Officer) about the general landscaping which is understood to be still due to be completed by the developer.
* The Parish Clerk reported on two items of correspondence:

1. A letter from a resident expressing concerns about the Wareham Rd crossing / road safety. This was copied to all members for information.
2. An email from a resident of Dillons Gardens expressing concerns about possible careless parking by residents. The correspondent ultimately decided that he would speak informally to other residents about this.

The meeting closed at 20:10

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

## Appendix 1

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

See associated .pdf file