

# Minutes of the FINANCE AND GENERAL PURPOSES COMMITTEE

Meeting held on Wednesday September 13th 2023, at 7.00 p.m. in the Blanchard Room, Village Hall

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

There were seven members of the public in attendance.

**PUBLIC PARTICIPATION:**

A group of seven residents expressed concerns about resident behaviours in an area of social housing in the village. They wondered what the Parish Council’s advice might be about how this should be dealt with. The problems included noise nuisance, some intimidation, trespass incidents and some general unneighbourly behaviours – all of which are upsetting a large number of adjacent residents in an otherwise quiet and pleasant area of the village. The Council noted the details of the problems. The residents were advised to use the complaints process set up by the social housing association responsible for the properties in question. They were also advised to keep a record of all incidents so that their complaints can be supported by detailed supporting evidence.

## 1. Apologies:

Cllrs B Barker and K Morgan

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

There were none.

## 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. It was noted that a detailed map of the village would be needed 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.In Augustaccess was at last provided to the *“*Parish Online” mapping facility, and a map layer has been prepared showing all land within the Parish which is either owned or managed by the Parish Council. Copies of the draft maps intended for the information of the arboriculturalists to enable them to prepare quotes were placed in a dedicated folder on Dropbox for members to comment. None were received and so the maps were issued to the contractors accordingly. Two responses with quoted prices have been received and these will be considered as a dedicated agenda item at the Full Council meeting on 27th September.
2. **F&GP Cttee 14 June 2023, Minute 23 – Clerk to contact Mr Selby to request him to cut the War Memorial hedge on a regular basis. Mr Selby has been approached about this.** This request has been made.
3. **Planning applications (20 applications listed of which 1 is now shown as granted– therefore 19 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/2022/01066 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.

**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 (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/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 still 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 now been **granted**.

**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 still 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 still not yet been determined.

**Planning application P/HOU/2023/04414 Willowbank Eldons Drove Lytchett Matravers BH16 6HH.** Retain air source heat pump on the north west elevation. DC planning portal shows that this application has not yet been determined.

**Planning application** **P/PAAC/2023/04617 Land off Eddy Green Road Lytchett Matravers BH16 6HL.** Convert existing agricultural barn to a 2no bedroom residential dwelling. DC planning portal shows that this application has not yet been determined.

**Planning application P/HOU/2023/04381 Monks Hill Flowers Drove Lytchett Matravers Poole BH16 6BX.** Erect a single storey extension and form pitched roof to existing garage. DC planning portal shows that this application has not yet been determined.

## 4. 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.

## 5. 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.

## 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 had made a report available to all members ahead of this 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.

**Vacancies.** Currently all plots are occupied – although the holders of the two neglected plots discussed at the last meeting failed to take any action by the end of August so, as agreed, have now been asked to remove their belonging from them by the end of September so that they may be re-let. Consequently at the end of September two vacancies will arise.

**Condition of plots.** Six plots are currently showing little or no signs of any recent activity:

1. Two are the plots referred to above - the holders of which have been asked to remove their belongings by the end of Sept 2023 so that the plots can be re-let.
2. A further two were included in last month’s report and appear to have taken no improvement action despite indicating that they would. It is **recommended** that the holders of these two plots are now given an ultimatum of substantially dealing with the weeds and general untidiness by the end of September or disqualifying themselves from rental renewal for 2024. It was **AGREED** to **RECOMMEND** this action to Full Council.
3. The remaining two unkempt plots have declined to this position in recent weeks, and it is **recommended** that they are written to with a warning only at this stage. It was **AGREED t**o **RECOMMEND** this action to Full Council.

**7. To note the following responses to planning applications during August 2023:**

* P/HOU/2023/04381 Monks Hill Flowers Drove Lytchett Matravers Poole BH16 6BX. Erect a single storey extension and form pitched roof to existing garage.

***“NO OBJECTION****.”*

* P/PAAC/2023/04617 Land off Eddy Green Road Lytchett Matravers BH16 6HL. Convert existing agricultural barn to a 2no bedroom residential dwelling

*“The Parish Council* ***OBJECTS*** *to this application for the following reasons;*

*(i) The works proposed exceed those allowed under Class Q of the Town & Country (General Permitted Development Order) (England) 2015 as they amount to a demolition and rebuild rather than conversion of the existing building.*

*(ii) The footprint of the proposed building is larger than that of the existing structure.*

*(iii) Since the proposal does not conform to Class Q requirements, it is inappropriate development in the Green Belt.*

*The Parish Council reserv*es the right to add comments if and when any further information is added to this application”

* P/HOU/2023/04414 Willowbank Eldons Drove Lytchett Matravers BH16 6HH. Retain air source heat pump on the north west elevation.

*“The Parish Council wish to register an* ***OBJECTION*** *to this application. The Council noted that the developer had mounted a heat pump on the gable facing and blowing straight onto the neighbouring property. These works were carried out without authorisation in contravention of Condition 2 on the original Planning Permission (6/2021/0038) - namely the mounting of an air source heat pump high on the gable facing the neighbouring property. This had not been included on the approved plans.*

*In the Parish Council’s view the positioning of the wall mounted heat pump is damaging to the amenity of the neighbouring property due to its visual intrusion, and particularly by virtue of noise.”*

The above responses were noted.

## 8. To consider Planning Application P/FUL/2023/04751 Goresmead Cottage Foxhills Road Lytchett Matravers BH16 6BD. Erection of stable block with hard surfaced apron and track from existing parking & turning area.

The Parish Council wished to raise an **OBJECTION** on the grounds that this proposal is improper development in the Green Belt, and which is not justified by any exceptional circumstances.

## 9. To consider Planning Application P/HOU/2023/04489 8 Old Chapel Drive, Lytchett Matravers BH16 6HA Erect garage, (demolish existing). Construct new rear terrace.

**NO OBJECTION**

## 10. To consider Planning Application P/NMA/2023/05178 12 Rozalia Meadow (Plot 7) Lytchett Matravers BH16 6GE Non material amendment to approved P/A 6/2018/0063 (Erection of 46 dwellings (including affordable homes) New vehicular access via Huntick Road, associated landscaping & all other development works) to change boundary treatment from brick wall to close bordered fence at 1.8 meters high

**NO OBJECTION**

## 11. To consider a proposal for Dropped Kerbs at various locations.

It was clarified that this proposal concerns the construction of dropped kerbs at five locations within Lytchett Matravers – at three points in The Spinney on the right hand side when travelling down the hill away from Wareham Rd, at the Junction of Burbidge Close and Wareham Road, and giving access to the path in Vineyard Close behind the Village Hall.

It was noted that a budget of £15K had been allocated for this purpose for 2023/24.

Cllr Huggins explained that quotes had been obtained from two contractors for this work. After discussion it was agreed to **RECOMMEND** to Full Council that Fletchamoore (Poole) are invited to undertake the work, subject to satisfactory review of their original quote issued some months ago, and that it remains within a max of £13K (+VAT), which includes a 10% contingency sum.

## 12. To appoint a Parish Council representative to the Village Hall Management Committee.

It was clarified that this representative role provides a liaison link between the Parish Council and the Village Hall Management Committee. The role involves attending one evening meeting per month. No volunteer came forward so the Parish Clerk was asked to diary a revisit of this issue in 3 months’ time. ***Action: Parish Clerk to add the matter to the draft agenda of the F&GP Cttee meeting in December 2023.***

## 13. To receive and note an update on the provision of improved broadband in Lytchett Matravers.

Cllr Huggins explained that he had been involved in some correspondence with a company called Gigaclear who are hoping for an introductory meeting to address the Council. They are looking at the possibility of installation of superfast broadband locally. Cllr Huggins explained that he had been trying to set up an initial meeting between himself and a representative of the company to understand the background, provide them with some basic information and explore available dates for the presentation meeting they are seeking. As yet it had not been possible to find a mutually convenient date. Cllr Huggins will keep the Council advised on this.

## 14. To consider a request for the re-instatement of the bench at the Middle Road/Old Pound Close corner.

It was noted that a resident has asked if they may “contribute” to the reinstatement of the bench near the junction of Old pound Close and Middle Road. Cllr Bush will be looking into the viability of re-installing a bench in this location. Cllr Huggins agreed to contact the usual bench supplier to obtain updated quotes for the house style bench. In the meantime it was agreed that the Parish Clerk would respond to the resident with the cost of the standard house style bench and find out what they would be prepared to contribute. ***Actions;***

***(i) Cllr Bush to investigate the viability of installing a bench in this location, (ii) Cllr Huggins to contact the suppliers to obtain updated prices for purchase and delivery, (iii) Parish Clerk to write to the resident to clarify what they are hoping to contribute.***

## 15. To consider a proposal to publish a paper giving advice to the public on mobile phone coverage within the parish.

Cllr Huggins referred to a paper on this matter which he had produced and had been made available to all members ahead of this meeting. After some discussion it was agreed that Cllr Huggins would arrange for the hyperlink (only) to be published on the LMPC website for members of the public to use and interpret as they see fit. ***Action: Cllr Huggins to arrange for the hyperlink to be made available in an appropriate location on the LMPC website***.

## 16. To consider proposal to remove trees adjacent to the garage block at Turbetts Close and to raise the crown of overhanging trees.

Cllr Bush referred to a paper on this matter which had been made available all members ahead of this meeting. A copy is included at Appendix 2 to these minutes. It was resolved to **RECOMMEND t**he removal of the trees and scrub as described in the paper to create a clear “corridor” adjacent to the garages.

## 17. To consider a proposal (for approval of the date, venue, and the wording for advertisment) for a public meeting to discuss a possible community event in 2024.

Cllr Aspray referred to a revised flyer / poster which he had created in response to comments from Council members. The design of this was supported by those present. It was confirmed that the date for the public meeting would by 8th November, to take place at 6pm in the village hall – i.e. ahead of the November F&GP Cttee meeting. ***Actions: Cllr Aspray to send a copy of the amended poster to the Parish Clerk to arrange to put on the LMPC website, and to send the flyer to Cllr Bush for inclusion in the monthly Parish Mag article.***

## 18. Consideration of alternative date for November Full Council meeting, to accommodate Clerk availability.

It was **RESOLVED** to move the date of the November Full Council meeting to 29th November 2023. ***Action: Parish Clerk to contact the Village Hall Bookings Secretary to see if the VH Hall booking can be changed to accommodate this.***

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

The following matters were considered and agreed for inclusion:

* November meeting date change.
* Councillor vacancy.
* Opportunity to take up an allotment.
* Opportunity to join the Guerrilla Gardeners.
* Community police meeting in the library.
* Resignation of Parish Clerk.

## 20. To note correspondence received.

* Cllr Abbott referred to correspondence with residents regarding the possibility of the Council funding the installation of a Christmas tree near the school.
* Cllr Aspray provided an update on correspondence with the DC Enforcement Officer regarding case EN/2022/00353. Cllr Aspray indicated that he would speak to each of the three Dorset Council Ward members for Lytchett Matravers about this to see if they can take the matter up with the Enforcement Team to expedite it.
* Cllr Huggins referred to correspondence with a local resident regarding the inclusion of the matter of the Huntick Cycleway in the forthcoming survey. It was agreed that the matter should be added to it.
* The Parish Clerk refereed to correspondence with a local resident concerning inadequate grass verge cutting by Dorset Council.

The meeting closed at 21:04

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**

**Summary Report – Turbetts Close Clearance**

**September 2023**

**Working Group Objective:**

To follow up on correspondence from a resident.

Obtain quotation for clearance.

**Working Group Participants:**

n/a

**Background:**

The ‘green’ in Turbetts Close is owned by the LMPC and is part of Fields in Trust.

The trees/shrubs have overgrown the adjacent residential garages and are in danger of lifting roof tiles. The GGs will cut and clear brambles, but we need a longer-term approach.

**Dependencies:**

N/a

**Status/Next Steps:**

Remove tree stumps.

Clear a 1 metre corridor between the residential garages and PC owned trees/shrubs.

Instruct contractor to mow this area to ensure future growth is minimal.

Lift crown of retained trees to allow free passage of traffic.