Minutes of the

FINANCE AND GENERAL PURPOSES COMMITTEE
Meeting held on Wednesday 12th February 2025.
in the Youth Hall, Lytchett Matravers, BH16 6BD

1. **PRESENT:** Cllrs R Ong (Vice Chair), A Bush, A Huggins, P Webb, V Abbott, K Korenevsky, K Morgan and Mrs Julie Wigg (Parish Clerk)

The meeting started at 7pm

PUBLIC PARTICIPATION:
No members of public in attendance.

2. **APOLOGIES:** Cllrs R Aspray, M Rigby

3. **DECLARATIONS OF PECUNIARY INTEREST - AND CONSIDERATION OF REQUESTS FOR SPECIAL DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**
   None.

4. **TO RECEIVE AND APPROVE MINUTES OF THE FINANCE & GEN PURPOSES COMMITTEE MEETING HELD ON 8th January 2025**
   These minutes were accepted as a true record of the meeting and were duly signed by the Committee Chair

5. **TO RECEIVE AND ONSIDER REPORTS OF PAST SUBJECT MATTERS. (Appendix 1)**

   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)

Minute No	Action Point	Progress
F&GP, 13 December, Minute 19	Resolve light outside Tesco and Pharmacy	Cllr Abbott reported that they are waiting for a refurbishment which has been postponed. Cllr Abbot will monitor. *Ongoing.*
F&GP, 14 February, Minute 11	Review Risk Register within 3 months and link to Internal Controls and Policy Register	*Ongoing*
F & GP 12th June, Minute 11	To confirm and approve signatories against each of the Parish Council's bank accounts. Clerk to contact banks	***STILL** Ongoing*
F&GP 13th November, Minute 14	Clerk to confirm location of dog waste bins with DC	*See bin audit on Dropbox*
F&GP 11th December, Minute 8	To consider a proposal for adopting a resilience planning policy and procedure	*Cllr Ong and Cllr Huggins agreed to form a working group, additional volunteers welcome.* ***Ongoing***
F&GP 11th December, Minute 9	Proposal to create and maintain a parish council asset register	*Cllr Ong and Cllr Aspray agreed to form a working group, additional volunteers welcome.* ***Ongoing***
F&GP 11th December, Minute 10	Recommendation to Full Council that the Viking Swing be replaced in accordance with the best quote	*Viking Swing expected March 2025. Repairs will be carried out at same time.*
F&GP 11th December, Minute 12	Clerk to investigate if there are any companies that offer annual servicing for defibrillators	*No companies found offering an annual service. Cllr Huggins agreed to continue overseeing defibs.*
F&GP 11th December, Minute 12	Clerk to find prices for bicycle repair stations.	*After speaking to the 'biking community' it was decided there would not be enough need for a bike station in Lytchett Matravers.*
F&GP 8th January Minute 9	Clerk to email DC to confirm they received payment for pre-application	*No reply but assume they have received it as the pre-app is underway.*

F&GP 8th January Minute 11	Cllr Abbott asked if we could contact the Tesco manager and ask for the lighting to be improved.	*Cllr Bush has a solar light that could be used. Cllr Abbott will speak to Tesco and ask if we can install it as a temporary measure and eventually investigate lighting as part of the improvements of the island.* ***Cllr Abbott to speak to manager.***

i. PLANNING APPLICATIONS (11 APPLICATIONS LISTED, ALL ARE UNDER OFFICER CONSIDERATION) – SEE Appendix 1

6. TO RECEIVE AND NOTE THE 2024-25 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 2**.

It was **RESOLVED** to accept and **APPROVE** this reconciliation.

7. TO RECEIVE AND CONSIDER A REPORT COVERING 2024-25 COUNCIL INCOME AND EXPENDITURE (FOR PURPOSES OF REPORT ONLY).

The report was made available to all members by the Parish Clerk. The income and expenditure report is included in **Appendix 2**.

It was **RESOLVED** to accept and **APPROVE** this report**.**

8. TO CONSIDER AND MAKE A RECOMMENDATION TO FULL COUNCIL TO APPROVE FUNDING FOR THE LIBRARY'S ADDITIONAL OPENING HOUR FOR A PERIOD OF THREE YEARS.

It was **RESOLVED** to **RECOMMEND** to Full Council (6 in favour, 1 against) that the Parish Council approve funding for the library's additional opening hour for a period of three years. However, councillors would like to request that the additional hour be scheduled on a Saturday.

9. TO CONSIDER A RESIDENT'S REQUEST TO SHARE THE ALLOTMENT WATER SUPPLY, WITH THE RESIDENT AGREEING TO EITHER INSTALL A WATER METER OR COVER 50% OF THE COST OF THE WATER BILL AS COMPENSATION.

The Councillors discussed the request and concluded that, unfortunately, permission could not be granted. They felt it would be more appropriate for the agreement to be made directly with Wessex Water.

It was **RESOLVED** that permission could not be granted.

10. TO RECEIVE A REPORT ON THE GENERAL WASTE AND DOG BINS.

Councillors thanked Cllr Korenevsky for taking the time to carry out the bin audit. Cllr Huggins proposed that extra bins are installed in Rosalea Meadows and the end of Jubilee Walk and that the old wooden bins are replaced. The audit is a work in progress, and it is suggested that when the map is complete, they can be updated on Parish Online and consideration given to any repairs or additional bins.

11. TO RECEIVE A VERBAL REPORT ON THE FORMAT AND CONTENT OF THE FORTHCOMING NEIGHBOURHOOD PLAN CONSULTATION, INCLUDING DETAILS OF A QUESTIONNAIRE REGARDING POTENTIAL CHANGES TO THE VILLAGE HALL.

Cllr Morgan reiterated the importance of a community consultation for the Neighbourhood Plan and emphasized the need for widespread promotion. It was agreed that the consultation should be advertised in the parish magazine, on the website and social media, and through a leaflet drop. To engage residents, 10-12 A3-sized display boards will be set up in the library, with councillors available to answer questions. A questionnaire will be made available both online and in paper format, with copies sent to all households.

Key topics for discussion include the village hall, sports centre, potential improvements to create a cycleway into Poole, housing density, and how the village has grown over time.

12. TO RECEIVE A HIGH STREET CROSSING UPDATE, SUBJECT TO RECEIPT OF THE HIGHWAY DEPARTMENT'S PRE-APPLICATION ADVICE AS EXPECTED.

Cllr Morgan recently met with Highways to discuss the proposal and reiterated the key reasons behind it:

1. Managing footfall from the car park.
2. Establishing a north-south footpath route through the village to provide a safe route to school.
3. Supporting the implementation of a 20mph speed restriction in the village centre, with the proposal contributing towards this goal.

After these points were explained, Highways expressed their support for the proposal so Cllr Morgan would like to go ahead and submit the planning application.

13. P/HOU/2024/07351 25 Old Pound Close Lytchett Matravers BH16 6BW
Replace rear conservatory with an orangery including a new flat roof to utility**.**

The Parish Council has **NO OBJECTION** to the above planning application, however, the Parish Council queried why this is not considered as permitted development.

14. P/HOU/2025/00133 Blue Hills Eldon's Drove Lytchett Matravers BH16 6HH
Erect single detached garage

The Parish Council has **NO OBJECTION** to the above planning application, however, the Parish Council queried why this is not considered as permitted development.

15. TO CONSIDER ITEMS FOR AN ARTICLE IN THE NEXT PARISH MAGAZINE.

15.1 Neighbourhood plan consultation.
15.2 Bin audit.
15.3 In-post Locker

16. TO NOTE CORRESPONDENCE RECEIVED.

16.1 Cllr Huggins reported that they'd met with Atlas Tower Group Ltd regarding improving mobile signal in the area. Discussions are ongoing.
16.2 Cllr Webb reported that the garage door to Parish Council storeroom needs replacing. Quotes will be presented at full council.
16.3 Cllr Bush and Cllr Morgan repaired the astro fence panel. Next job to do is the corridor.
16.4 Cllr Huggins reported that electrical safety checks were carried out at the Astro last week. A full report will be sent in due course.
16.5 Cllr Abbott asked if we could arrange for the glass around the Astro to be cleared. **Action:** Cllr Bush will find someone to carry this out.
16.6 Parking by the Rose & Crown is an issue and needs keeping an eye on.
16.7 The Parish Clerk reported that the cemetery tap was fixed at a cost of £86.
16.8 Cllr Ong reported that the plot along Huntick Road is being cleared.
16.9 Cllr Ong reported that the Mid-Summer festival and planning is underway.
16.10 Woodland Trust trees have been planted with help from the Beavers, Youth Club members and parents.
16.11 Vicki Slade MP visited the Youth Hall this week.

The meeting closed at 8.50pm.

Annotated by Julie Wigg (Parish Clerk)

and approved by Cllr R Ong (Committee Vice Chair) _____