MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Full Council Meeting, Wednesday 25th June 2025 7.00 p.m.
in the Blanchard Room, Lytchett Matravers Village Hall.

PRESENT were Cllrs A Bush, A Huggins, K Morgan, R Aspray, K Korenevsky, P Webb, R Ong, V Abbott

Also present: Dorset Councillors, A Brenton, A Starr, S Robinson. A Clothier (Locum Clerk)

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)
7 members of the public in attendance.

- A member of the public spoke about planning application P/FUL/2025/03026 and noted that the application is not grey belt – it is brownfield land.

DORSET COUNCILLORS' REPORT (Appendix 1)
The report was noted. It was asked if any more information was available on the Local Plan or housing allocations. The Local Plan consultation will start on 16th August.

A query was raised regarding the schedule for verge cutting, as some verges are currently very overgrown. It was noted that any visibility issues should be reported so that appropriate action can be taken.

1. **TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE.**
   Cllr M Rigby

2. **TO RECEIVE ANY DECLARATIONS OF INTEREST AND CONSIDER ANY REQUESTS FOR SPECIAL DISPENSATIONS UNDER SECTION 33 OF THE LOCALISM ACT 2011.**
   None

3. **TO RECEIVE AND RESOLVE TO APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 28TH MAY 2025.**

   The minutes of the previous meeting were approved and signed by the Chair as a correct record.

4. **TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS ON THE MINUTES OF THE FULL COUNCIL, 28TH MAY 2025 – SEE CLERKS REPORT. (APPENDIX 2)**
   - **Santander** – Still being pursued.
   - **Noticeboard** – Installed; Cllr Morgan was thanked.
   - **Eldons Pond** – The Parish Council's insurers have not received any response from SSE and will close their file

5. **TO RECEIVE AND NOTE THE CONTENT OF THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING ON THE 11TH JUNE 2025**
   The minutes were received and noted.

6. TO CONSIDER THE FOLLOWING RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF THE 11TH JUNE 2025

6.1 The subscription to the Scribe Booking System was APPROVED at a cost of £200 set up fee and then £26 per month.

6.2 The quote from Replay Maintenance for repairs to the Lytchett Astro for £2,490 + VAT was APPROVED

6.3 The revised terms of reference for the Finance and General Purposes Committee were APPROVED

7. CHAIR'S ANNOUNCEMENTS.
Nothing to report

8. TO APPROVE THE SCHEDULE OF PAYMENTS, INCLUDING THOSE MADE AND PENDING. (APPENDIX 3)

It was **RESOLVED** to **APPROVE** the schedule of payments.

9. TO CONSIDER AND APPROVE THE REVISED ACCOUNTING STATEMENTS IN SECTION 2 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR THE YEAR ENDING 31ST MAR 2025. (APPENDIX 4)

It was RESOLVED to APPROVE the revised accounting statements

10. TO APPROVE THE REVISED DATES FOR THE EXERCISE OF PUBLIC RIGHTS - MONDAY 30TH JUNE 2025 (ANNOUNCEMENT DATE) 1ST JULY (INSPECTION PERIOD STARTS) UNTIL THE 11TH AUGUST 2025. (APPENDIX 5)

It was RESOLVED to APPROVE the revised dates for the exercise of public rights.

11. TO CONSIDER AND APPROVE A PROPOSAL FROM DORSET SAUNAS (SELBY'S YARD) TO SITE A MOBILE SAUNA FOR A TRIAL PERIOD AT THE RECREATION GROUND.

The proposal to trial a temporary mobile sauna on the Recreation Ground for a small charge was discussed.
Deferred – insufficient information to approve at this stage.

12. TO CONSIDER AND APPROVE THE DORSET COUNCIL SCHOOL CROSSING CONTRACT.
The Dorset Council school crossing contract was **APPROVED**. This contract is between LMPC and DC and will allow LMPC to retain the services of the School Crossing Patrol through the management of DC Road Safety dept. Such management to include recruitment, training, equipment and other employee related costs. The zebra crossing will be installed in August 2025.

13. TO APPROVE THE REVISED DATES FOR THE JANUARY 2026 F&GP AND FULL COUNCIL MEETINGS, NOW PROPOSED FOR THE 14TH AND 21ST JANUARY RESPECTIVELY.

It was noted that the Full Council date should read 28th January. The revised proposed dates of 14th and 28th January 2026 were **APPROVED**.

14. P/HOU/2025/03037 - 6 Old Pound Close Lytchett Matravers BH16 6BW. Erect side and rear extensions and new front porch, demolish existing garage and outbuilding.

NO OBJECTION however the Parish Council note that it would be preferable to reconstruct the existing screen wall slightly higher with a tiled coping, returning along the side boundary, this being preferable to exposing the ugly end of the proposed pseudo tiled roof edging.

15. P/FUL/2025/02798 Land and Barn West of Eddy Green Road Lytchett Matravers Proposed foul water treatment plant and drainage field, and surface water drainage soakaway, in respect to Prior Approval - Agricultural to dwelling Approval P/PAAC/2023/04617

NO OBJECTION

16. P/FUL/2025/03026 Poole House Jennys Lane Lytchett Matravers BH16 6BP
Demolish existing building and store, remove tennis court and erect 3no dwellings with associated parking and landscaping

OBJECTION. The site lies outside the defined settlement boundary of Lytchett Matravers within the Green Belt.

The application does not meet the criteria for "limited infilling in villages" as set out in paragraph 154 of the National Planning Policy Framework (NPPF). The Parish Council does not consider this to be an infill site, as it is not within the built-up area of the village.

The proposed development would result in a significant and harmful visual impact on the surrounding landscape and open countryside. The site currently contains low-rise buildings and replacing these with three, two-storey dwellings would substantially make the development more intrusive. This change would detract from the rural character of the area and harm the openness of the Green Belt. The proposed dwellings feature a two-storey, geometric design which is not in keeping with the rural character of the area. The Parish Council believes that, given the site's location within the Green Belt, any redevelopment should be limited to a single dwelling, as previously approved.

17. **TO APPROVE THE QUOTE FROM AERIAL TREE SERVICES FOR THE CLEARANCE BY THE ASTRO AND INSTRUCT HIM TO GO AHEAD IN THE AUTUMN (OUT OF NESTING SEASON).**

The quote from Aerial Tree Services was **APPROVED.** It was agreed that some safety-related clearance on the roadside to be arranged ahead of nesting season.

18. **TO APPROVE A PROPOSAL TO SUBMIT A PLANNING APPLICATION FOR A SPORTS COMPLEX BEHIND LYTCHETT MATRAVERS PRIMARY SCHOOL.**

A recommendation was received from the Neighbourhood Plan Group to pursue a planning application for a new multi-sports complex on land behind Lytchett Matravers Primary School. It was noted that the existing Recreation Ground is insufficient in size to accommodate the football club's needs.
Dorset Council has submitted the site to the Strategic Housing Land Availability Assessment (SHLAA) for potential housing; however, the Parish Council has undertaken a topographical survey of the land to support the development of a community sports facility which had been agreed in principle.
The proposed site would include the area currently occupied by the astro pitch, as this location would serve as the access point. A design has been prepared and will form part of a pre-application submission. The proposal would be developed in partnership with the school, and the facility would be made available for school use. It was confirmed that the secure boundary around the school would be maintained.
The facility would be designed for multi-sport use, with an all-weather surface. Cllrs raised the suggestion of considering additional sports beyond football and it was clarified that it would be for a range of sports.
Cllr Robinson requested that Children's Services and relevant Cabinet Members for Place at Dorset Council be informed and approached for support.

It was agreed that the Parish Council would move forwards with obtaining pre application advice and that the associated cost for this would be met. It was agreed that the proposal would return to Full Council for further consideration before any full planning application is submitted.

19. TO CONSIDER AND APPROVE A QUOTE TO MOVE THE CLERKS AND COUNCILLORS' EMAILS ADDRESSES TO A NEW GOV.UK ADDRESS.

The proposal to move Clerk and Councillor emails to new .gov.uk domain was **APPROVED.**

20. TO RECEIVE A REPORT FROM THE HIGHWAYS WORKING GROUP (DCHWG)

An update was provided on various highways projects:

20.1 The parking impact study for the High Street crossing has been received, and an application for the crossing is now being prepared.

20.2 The proposed 20mph zone will follow permission for the High Street crossing and will proceed once that is in place.

20.3 Proposals for a 40mph speed limit on Huntick Road can now move forward. The Parish Council is engaging with Lytchett Minster & Upton Town Council, who have provided letters of support.

20.4 Randalls Hill is also being reviewed by Lytchett Minster & Upton TC.

20.5 A meeting was held with Sturminster Marshall Parish Council regarding the Jubilee Cross junction. It was a positive discussion, with proposals including an unmanned pedestrian crossing and a 40mph speed limit. Sturminster Marshall Parish Council will take the lead on the application. It was suggested and agreed that Lytchett Matravers Parish Council should support these proposals.

21. TO RECEIVE A REPORT FROM THE NEIGHBOURHOOD PLAN 2 WORKING GROUP (NP2WG) (APPENDIX 6)

It was noted that a public consultation will be held in the Village Hall on 28th June and in the Library on 29th June, accompanied by a live survey. The purpose is to gather feedback from residents on priorities and direction for the emerging Neighbourhood Plan.
The development of the updated Neighbourhood Plan will require both time and financial resources. The withdrawal of central grant funding will have an impact and a discussion will be required on how the Parish Council might fund the progression of the plan going forward.

It was also noted that the current five-year housing land supply is expected to expire in October 2025, which may increase the risk of speculative development.

22. TO RECEIVE A REPORT FROM THE YOUTH HALL WORKING GROUP (YHWG) (APPENDIX 7)

The Youth Hall remains well used, with approximately 30 young people attending regularly on Tuesday evenings, and other user groups continuing to make use of the facility. Feedback on the new path installation has been positive.

23. TO RECEIVE A REPORT FROM THE VILLAGE ENVIRONMENT WORKING GROUP (VEWG) (APPENDIX 8)

23.1 The new noticeboard has been completed.

23.2 The Council is still awaiting quotes for fencing around the pond. A local resident has connected the Council with an aquatic specialist, who has supplied aquatic plants for the pond; these were generously funded by the resident.

24. TO RECEIVE AN UPDATE ON THE SUMMER FESTIVAL

An update was provided on preparations for the upcoming Summer Festival. Thanks were extended to all those involved in organising the event.

25. TO CONSIDER THE STATUS OF OLD SCHOOL GREEN. (APPENDIX 9)

It was clarified that the site of the old school playing field consists of a War Memorial surrounded by a village green. The village green is an open public space, although intended to be of a quieter nature.

26. TO CONSIDER THE INSTALLATION OF AN ADDITIONAL POST BY THE SPORTS PAVILION HEAT PUMP.

The cost of an additional post at £325 was **APPROVED.**

27. TO CONSIDER A STRATEGIC PLAN FOR PARISH COUNCIL ASSETS. (APPENDIX 10)

The Council considered the need to develop a strategic plan for the long-term management of Parish Council assets. The discussion focused on bringing all key community facilities—such as the allotments, burial ground, Youth Hall, pavilion, astro pitch, and potentially the Village Hall and library, under a coordinated management structure overseen by the Parish Council.

It was noted that:

- Volunteer numbers are declining, and with an increasing number of tasks required to maintain village facilities, a sustainable long-term approach is needed.
- A mechanism is required to ensure continuity of operations when key volunteers or trustees retire or stand down.

Concerns were raised about the potential for local government rules to adversely impact community-run buildings. The Parish Council agreed that the Village Hall should be included in future discussions.

The Neighbourhood Plan Group is already exploring the future vision for the village, and it was noted that any strategic plan should include the Village Hall as a central community asset. At present, many local facilities lack sufficient funding, whereas the Parish Council is in a stronger financial position to support and coordinate future delivery.

The Parish Council will set out a long-term plan for the consolidation of asset management functions and responsibilities

28. TRAINING BY MEMBERS OR THE CLERK IN THE PAST MONTH (FOR THE PURPOSES OF REPORT ONLY).

None

29. TO NOTE ANY DECISIONS / ACTION TAKEN BY PARISH CLERK UNDER "OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014", PART 3, PARAGRAPHS 6-10, RECORD OF DECISIONS AND ACCESS TO DOCUMENTS (FOR PURPOSES OF REPORT ONLY).

None

30. TO NOTE CORRESPONDENCE RECEIVED.

30.1 Cllr Huggins – The WI have asked about defibrillators in the village – they are planning an event on the 21st September and training sessions on defibrillators will take place. The Parish Council are in support of this.

The meeting closed at 20.34

Annotated by Alison Clothier, Locum Clerk

Signed by_____

Appendix 1

Dorset Councillors report Summer 2025

We have had some complaints about the new library IT system being very slow and clunky. It is not our expertise but as other Counties use the same system with no problems it is hoped that the IT department can sort it soon. The messages have been passed on.
Following the collapse and closure of NordCat busses, Alex has been negotiating with Dorset Community Transport to take on some of the defunct routes. To provide some independence for non drivers or those who cannot access public transport. Finally we have a trial 12 week bus routes. From Winterborne Kingston and Bere Regis through the villages including Slepe to Poole . Also from Regency Height Park Homes through Upton to Poole for a two hour shopping session. This is a booking in advance session. If there is little take up it may fail in the Autumn.
Action on bringing empty homes back into use is progressing well. We hope to work with Parish and Town councils in identifying long term empty properties which could be put on the market or rented out. We will offer advice and encouragement to the owners who have often inherited old property to improve and modernise. Grants may be available for insultation etc. The empty housing strategy is coming on well and should be published soon. It is part of the upcoming Dorset Housing delivery Plan.
DC have made good progress on the Climate Change agenda introducing solar panels on Council owned properties and installing EV charging points but the need now is to promote resilience for the future. Parish and Town Councils should consider their resilience planning and patch it into the County wide scheme.
At Dorset Council we have to make less money go further, therefore we must think about how to make the recycling system and Recycling centres more efficient. A consultation will be coming out soon asking for public views about streamlining the system without needing more bins. Keep an eye on press releases. The proposal to introduce a booking system for Household recycling centres is stirring up arguments. We have discussed some hard options but also want to keep a uniform service across the county, not shut the smaller tips and make people drive further.

Councillor Starr and Brenton still run Win on Waste session in Lytchett Matravers, which aims to collect items not usually collected by Dorset recycling bins. If we gather items such as plastic milk bottle tops, costume jewellery, corks, and bras we can send them to charities who can cash them in to raise money. It would be good to be phased out if Manufacturers organised real recycling or reuse schemes for their products, and we hope that Extended Producer Responsibility rules will nudge companies to recycle as they will soon be charged for creating rubbish.

Awards video series: Going Green winners Win on Waste

Watch the short film about Win on Waste, winner of the Going Green award. Win on Waste, through monthly two-hour sessions, collects items not typically recycled, diverting them from landfills. In 2024 alone, they've diverted 2.5 tonnes of waste. The proceeds from their recycling efforts are donated to various charities.
Beyond waste reduction, Win on Waste empowers individuals to make sustainable choices and provides a valuable social connection for many attendees. The film celebrates the dedication of the volunteers and the invaluable nature of their work.

Watch the video

Anyone passing the Bakers Arms roundabout should have seen the major earthworks and ditching activities in the area, this will hopefully help with storage and clearance of rainwater flooding. All the culverts and drainage pipes in the area have been checked and cleared, it is hoped that the next downpour will disperse more easily. But please bear in mind the at high tide in Poole Harbour there is no fall between the streams and the harbour levels. Flooding should disperse within 6 hours.
In the last year Dorset Council has supported hundreds of people through its £2 million cost of living support initiatives. Here are just some examples of the positive impact it has had on our communities:

- 88 households were financially supported to prevent homelessness – resulting in a return of investment of £19 for every £1 spent.
- An early help housing campaign led to a 12% increase in people contacting the council before reaching a crisis.
- More than 50 low income and vulnerable households received energy saving home adaptions
- Citizens Advice supported 903 individuals with complex casework, resulting in debts worth hundreds of thousands being written off.
- Grants also helped to fund foodbanks and social supermarkets, supporting around 7,000 households every month.

And that support will continue, with a further £500,000 pledged every year for the next four years for cost of living support.

If you would like to find out what cost of living support is available go to www.dorsetcouncil.cost-of-living-help or call Citizens Advice on 0800 144 8848.

Appendix 2
Clerks Report June 2025

Minute	Action Point	Progress
Minute 17, Full Council,25.10.23	Parish Clerk to instruct the preferred contractor for the repairs to the Churchyard / cemetery wall.	*Contractor confirmed work will commence w/c 25th November. Delayed due to weather* *Action: Clerk to chase- email sent 13th June 2025*
Minute 10, Full Council 27.3.24 And Minute 11, Full Council 23.4.25	Cllr Khanna to circulate suggestions for Parish Council sign. Passed on to Cllr Huggins.	*Ongoing* *Quotes are being sought for Cllr Bush's design.* *A quote has been obtained; however, further consideration is required. Cllr Huggins will review the wording and logos and bring forward a proposal.*
Minute 11, Full Council 22.5.24	Clerk to confirm all bank account signatories	Awaiting confirmation from Santander. *Cllr Huggins continues to chase Santander June 2025*
Minute 6.2 Full Council 18.12.24	Adoption of a resilience policy and procedure, and establish a working group to oversee and complete the task	Cllr Ong to form a working group *Ongoing*
Minute 6.3 Full Council 18.12.24 Incorporated with Minute 15, Full Council 26.2 25 Minute 11, Full Council 25.3.25	Creation of an asset register and the establishment of a working group to oversee and complete the task. Cllr Ong suggested that a standardized management strategy should be in place for all Parish Council assets. Cllr Morgan Suggested forming a working group. *Cllr. Ong proposed a 2-stage approach to asset management.*	Cllr Aspray will form a working group to review and progress matters relating to land and property assets over the remainder of the year. Councillors agreed to this approach, and in the interim, Cllr Bush offered to prepare a structural document for councillors to review. Incorporate with work on asset register. *Cllr Morgan, Cllr Webb and Cllr Ong will form a working group to discuss further* *Ongoing*
Minute 8 Full Council 22.1.25	Resignation of Cllr Khanna. Clerk to advise DC and request councillor vacancy notice.	Clerk has advertised on Facebook. Posters on noticeboards. *Ongoing* *FB post June 2025*

Minute 22, Full Council 26.2.25	Quotes for noticeboards	*Noticeboards due to be installed*.
Minute 17.2, Full Council 26.3.25	To discuss an initiative from a resident of Macdonald Place to enhance the frontage	Clerk to contact Stonewater Housing Association. Stonewater have requested further details. *Action: Cllr Morgan to get in touch*.
Minute 7.2, Full council 23.4.25	Clerk to invite Vikki Slade MP to PC meeting	Confirmed for September meeting
Minute 17, Full Council 23.4.25	Rocket Park refurbishment	Cllr Aspray suggested forming a working group to consider options. Cllr Ong reported that he will be meeting with a resident and former professional skateboarder who has offered to contribute ideas for potential improvements to the skate park. *Ongoing*
Minute 21 Full Council 23.4.25	Eldons Pond	Insurers advised. Awaiting further instructions. May 2025 *June 2025 Nothing further from insurers*.
Minute 10.5 Full Council 28.5.25	To order a bench to place in dog field	*Clerk ordered bench 3.6.25*
Minute 19, Full Council 28.5.25	To reinstate the 'Best Kept Allotment' competition and purchase a cup	*Clerk to obtain price for a cup.*
Minute 21, Full Council 28.5.25	Cllr Huggins queried whether a licence is required to hold Bingo in the Youth Hall	*Cllr Ong confirmed a licence is not required.*
Minute 23.2, Full Council 28.5.25	Cllr Ong reported a complaint from a resident following a dog attack in the recreation area.	*Clerk contacted Dog Warden – the warden confirmed she wasn't aware of the attack and agreed to investigate.*

Allotments Update

Following an allotment check 12 emails have been sent to tenants who are not tending their plots. To date I have received replies from 4 tenants saying they are tending their plots and want to keep their tenancy. 2 plots have been surrendered - plot 9 and plot 40. I'll carry out another check early July and if there's no evidence of any work then I'll take steps to cancel their tenancy.

Since my last report I have had enquiries from residents and non-residents of Lytchett Matravers and now have seven people on the waiting list.

Cemetery Update - Nothing to report

Play Area - Terry reported a loose bolt on the Viking Swing on the 16th June. I immediately reported it to BCP and it was repaired the next morning.

Appendix 3

Payments June 2025

Agenda Item 8. Payments to be made

To Whom	For What	Net	VAT	Total
T Homer	Handyman duties, May 2025	375.46		375.46
Julie Wigg	Salary – June	1640.17		1640.17
Dorset Pension Fund	**Pension – June -** Employers Contribution	446.16		
	Employees Contribution	117.63		563.79
HMRC	Income tax and national insurance – June	511.85		511.85
Idverde	Sports club field and end of playing field – Inv 10942828 2 cuts at £161.54 per cut	323.08	65.62	393.70
Idverde	St Marys Row Park Cemetery – Inv 10941467	401.51	80.30	481.81
Rejuvenate	Monthly commitment – June Inv 27742	12.36		
	Device Care	11.99		
	Endpoint Detection and response – a recommended security product	4.99	5.87	35.21
Summer Festival				
The Charitable Emporium Hawkeye (AV)	Stage invoice received	1250.00	0.00	1250.00
Print in the Bag	Banners Inv: 5264	49.00	9.80	58.80
Heather Williams	Singer - Invoice received	250.00	0.00	250.00
Miss H J Evans	Singer	200.00	0.00	200.00
Red Hot Dorset Nagas	Band Invoice 002	150.00	0.00	150.00
GWR First aid	First Aid 1234a	195.50	39.10	234.60
E Turner	Facepainter Invoice 420	120.00	0.00	120.00
Get up and Bounce	Bouncy Castle invoice 12766	540.00		540.00
Village Hall Hire	Hire – Invoice received	70.00	0.00	70.00

Flynns Arcade	Band – Inv 11.	480.00	0.00	480.00
Nikki's Play	Invoice 853C989C0186	83.33	16.67	100.00
John Child	Hard prune to war memorial hedge Inv received	40.00		40.00
George Mills	Cutting back undergrowth on Halls Corner (no invoice number)	350.00		350.00
Sally-Anne's Professional Cleaning Service	May cleaning of Youth Club Inv 677	60.00	0.00	60.00
Neighbourhood Plan				
Royal Mail	Freepost envelopes for NP Inv: 9073320390	99.90	19.98	119.88
Trackside Design & Print	NP posters Inv: 627	288.00	0.00	288.00
	NP posters x 5 Inv 629	159.10	0.00	159.10
John Child	War memorial hedge cut	95.00	0.00	95.00
Julie Wigg	Mileage re: Audit and DC meeting	60.50	0.00	60.50

Payments already made.

To whom	For What	Net	VAT	Total
O2	Parish Clerk Mobile Phone – June	12.85	2.57	15.42
Propel Finance Plc	Monthly repayment for LMPC Clerk's mobile phone	7.42	1.48	8.90
SSE	Car park lighting	25.13	1.91	26.01
YuEnergy	Youth Hall Electric April 2025	74.91	3.75	78.66
Wessex Internet	Monthly charges – Sports Club, Village Hall, Youth Hall	3.00	0.60	3.60
Vision Landscapers	Invoice for emergency work Good Friday	832.00	0.00	832.00
Screwfix	Barrier Fencing Inv: 2004844353	58.15	11.63	69.78

Appendix 5

AGAR and Exercise of Public Rights can be found on the LMPC website

Appendix 6

Lytchett Matravers Parish Council

Summary Report – New Neighbourhood Plan (LMNP 2026) WG

May 2025

Working Group Objective:

To prepare a new Lytchett Matravers Neighbourhood Plan (LMNP) with a target to have the plan ratified and adopted by the end of 2027.

Working Group Participants:

Ralph Watts (chair), Alf Bush, Ken Morgan, Peter Webb, Matt Rigby, Dave Ireson, Rob Aspray

Background:

The Lytchett Matravers NP (LMNP1) was adopted in 2017. Due to Green Belt restrictions, it was not able to allocate sites for future development. The principal benefit was an increase in CIL payments of approx. £120k.

PLP2 has now been approved by Dorset Council and will allow development of 3 sites in LM; 150 houses.

Dependencies:

- New NPPF and introduction of the concept of grey belt – land in the Green Belt that can be developed
- New Housing Targets for the Dorset Council ~80% higher than previous
- DC SHLAA sites around LM are extensive and include large areas towards Lytchett Minster. DC have indicated that the new Housing Targets may lead to many of these being considered.

Conflicts of Interest:

- Note that one member of the WG has submitted sites for the SHLAA, while others have interests related to SHLAA sites adjacent to their properties.

Status/Next Steps:

1. Jo Witherden engaged as NP consultant with the offset of a Locality grant.
2. A set of draft Objectives has been developed for the NP from which policies can be derived.
3. Materials and arrangements are in place for a public consultation consisting of a Residents Survey and a Business Survey being delivered during the week beginning 21st June, and Open Days on 28th & 29th June.
4. Preliminary discussions have been held with the Lytchett Minster & Upton Town Council about a proposal to extend the Area Designated for the Neighbourhood Plan to include the village of Lytchett Minster.
5. Engage with local developers to influence choices regarding green spaces, village connectivity, parking arrangements, design guides, etc.
6. DCHLG has announced that the programme of grants and Technical Support Packages for Neighbourhood Planning delivered in recent years by Locality has been cancelled.
7. Identify and cost any infrastructure and facilities projects needed as a result of new home developments, to be funded by CIL and/or S. 106 funding, including impact of Bloor Homes development
8. Prepare submissions to the Dorset Council Local Plan consultation due to start on 18th August.

Financial Forecast: **(£000's, excluding VAT)**		**2024-25**	**2025-26**	**2026-27**
Expense to date				
Forecast	Local NP Consultant Locality Grant Sundries	5 -5 1	20	
Total	Assumes Locality grant application is successful	1		

Appendices:

See NP2WG report

LMNP2 WG Report

- Survey Questionnaires have been finalised for Residents and for Businesses ready for printing for delivery to all households in the Parish and over 100 businesses based here. These are to be delivered during the week beginning 21st June. A Freepost Licence has been secured from the Royal Mail to be used for return of responses to the LMPC office. An online version of the residents survey has also been set up using Survey Monkey.
- A series of 10 posters has been finalised and printed to form the focus of 2 Open Days on 28th & 29th June, the first in the Village Hall and the second in the Library.
- The LMPC website has been revised to provide information on the project re-started in 2024 to create a new Neighbourhood Plan, giving an update on progress, and promoting the public consultation.
- Documents published on the Dorset Council website on 17th June included a paper seeking approval from the Dorset Council Cabinet for the Public consultation on the Dorset Local Plan. This paper will be presented to the cabinet meeting on 24th June. The paper included very little information about the content of the consultation, and can be summarized as follows:
    a. The Local Plan is to be submitted to the Secretary of State for Examination by the end of December 2026.
    b. The consultation will start on 18th August and last for 8 weeks.
    c. The consultation will be focused on preferred sites, aiming to demonstrate a 5 year land supply which satisfies the new Housing Targets
    d. The consultation will only include limited information on proposed policies to be included in the Local Plan, because there is uncertainty about the impact of the new National Development Management Standards being developed by the Westminster Government.
    e. The Dorset Council has work underway to develop a Dorset Design Code. This will include a number of layers, including a layer providing coding for sites allocated in the Local Plan.
- The DCHLG have announced that the programme of grants and Technical Support Packages for Neighbourhood Planning, previously delivered through Locality, has been cancelled. The NPWG will need to consider the implications of this for the NP project, including the extent to which work can be funded by the LMPC, and the extent to which the proposed content of the NP may need to be reduced to reflect budgetary constraints.
- The Mayor of Lytchett Minster and Upton Town Council (LM&UTC) attended the WG meeting in June to discuss the proposal to extend the Designated Area for the NP to include the village of Lytchett Minster. LM&UTC have action in hand to identify residents of their area to join the WG to participate in the NP project representing the interests of Lytchett Minster.
- A second meeting has been held with Catesby Estates to discuss developments to the design of their proposed development of a 13 acre site on the corner of Foxhills Road and Huntick Road.
- A second meeting has been held with Wyatt Homes to discuss their proposed developments on 3 sites allocated in the Purbeck Local Plan, and also a number of sites they are promoting for allocation in the emerging Local Plan. They have advised that a planning application has now been submitted for the site next to Flowers Drove, and that they are in discussions to secure options agreements for further plots of land near the Primary School which they are promoting for allocation in the emerging Dorset Local Plan. They reported that the site layouts for the various sites are being heavily influenced by the current standardised approach to on site roads and highway access.

Appendix 7

Lytchett Matravers Parish Council

Summary Report – Youth Hall WG – June 2025

Working Group Objective:

- Renovate/bring back into use the Lytchett Matravers Youth Hall (LMYH) for community use & Youth Club. Develop charitable business with aim to enable rebuild of purpose-built, energy-efficient building.

Working Group Participants:

- Council members: Roger Ong, Alf Bush,
- Community members: Kris Knudsen, Alex Brenton, Beverly Barker (Chair)

Background:

LMPC's lease for the land from DC, stipulates there must be a Youth Club run at the site. LMPC has to maintain the building/grounds and if the lease is returned must remove the building at their cost.

Dependencies:

- DC requirement for Youth Club to be run at the site as per the lease condition.

Usage

Monday - Cadets 19.00 to 21.30 45 weeks p.a.

Tuesday Young Mothers feeding group 10.00 to 12.30. Avg. 4-5 mothers and babies

Youth Club 18.00 to 21.00 Avg. 35-40

Wednesdays Open Café 11.00 to 14.30. - PC Clerk 1st & 3rd Wednesdays. —-

3rd Wednesday Book Club 19.00 to 21.00 15 Adults

Last Wednesday Lunch Club 12.30 to 14.30 22 Adults.

Alternate Wednesdays Dorset Access Wellbeing – from July will pay hire

- **Thursday -** Cadets 19.00 to 21.30 45 weeks p.a.

Status/Next Steps:

1. Obtain additional electrical company quotes for lighting.
2. Draw up specification of actual car park works to be undertaken and obtain quotes.
3. The Youth Hall & Community Centre is now part of 'Dorset's Family Hub Network'
4. Discussion re possible hiring – Home Education Learning

Financial Forecast: (£000's, excluding VAT)	**2025-26 Budget £20,000**	**2026-27 Budget £0.00**	
Expense to date			
Water	£0.00		
Electricity	£378.12		
Internet	£1.00		
Repairs/Maintenance*	£13,804.64		
Dorset Youth	£0.00		
Other	£511.00		
Total	**£14,784.74**		
Forecast			
Water	£300.00		
Electricity	£2,500.00		
Internet	£12.00		
Repairs/Maintenance	£1,500.00		
Dorset Youth	£9,841.00		
Other	£1,700.00		
Income	***(£2,060.00)***		
Total	**£13,793.00**		
Income Received to date	**£100.00**		
Grant 2nd year £6,000	**£0.00**		
Total to date	**£14,684.74**		

- **Includes footpath costs**

Appendices: None

Appendix 8

Lytchett Matravers Parish Council

Summary Report – VILLAGE ENVIRONMENT WORKING GROUP
June 2025

Working Group Objective:

- Development and improvement of village amenities, principally within PC control
- Particular focus on Rec + Library Green areas + School Car Park/Sports Project + Cemetery

Working Group Participants:
Ken Morgan, Alf Bush, Andrew Huggins , Karen Korenevsky, Vicky Abbot,

Background:

1. Hannams Gate. Design presented to PC July 23.
2. Pavilion Heat Pump – temp guard in place. Obtain quote for curved fence. Fit temp post?
3. Pond – Temp fencing + signing in place. Planting ongoing. Fencing quotes still chasing
4. Village Notice Board Replacement – Virtually complete – soil+ planting = minor details to sort.
5. Halls Hill Finger Post Renovation – Awaiting new post from DC – still expected imminently.
6. Cemetery –- Bund to be cut back. Planting required .
7. V Centre Planting –Information boards required.
8. Crushed stone paths – Ongoing maintenance Possible thin scrape.

Dependencies:
DC drainage, EA, DC Highways

Status/Next Steps
Pond – Fencing + planting.
ASHP Guard, Hannams Gate , Bollards, Biodiversity Signing– Finalise details + invite quotations

Financial Forecast: **(£000's, excluding VAT)**	**2024-25**	**2025-26**	**2026-27**
Expense to date	Pav Terrace 9.656 Pav Storage 21.668 Petanque 8.463 FP -Higher X 1891		
Forecast	Hannams Gate 5 Notice Board 5 Ht PumpGd/Posts.10 FP - Halls Hill 1291 Others ..12	Pond 30 Finger Posts 2 Others 15	
Total	75	47	

Appendix 9

Lytchett Matravers Parish Council

Status of Old School Green / War Memorial

June 2025

The land at the corner of High Street and Lime Kiln Road was gifted to the PC when the development took place on the old primary school site, around 1996/7. Note that this also include the central green now contained by Turbetts Close. Both these sites were registered with Fields-In-Trust.

The War Memorial area is not consecrated ground. Enquiries at the time with the Commonwealth War Graves Commission confirmed that they have no responsibility for the many hundreds of memorials erected by local communities. The RBL also gradually withdrew from any involvement, probably coinciding with the demise of the Legion Club in Wimborne Road.

Status Confirmation:

- The War Memorial area bounded by the hedges and rear wall are maintained by the Parish Council as befits any such village memorial.
- The remaining grass area bounded by the metal fence is maintained by the Parish Council as an open public space. Usage should be promoted as a quiet area, perhaps with benches and planting for residents to sit and enjoy a picnic. It is not intended to act as a small recreation ground or an area for dogs.

Appendix 10

Lytchett Matravers Parish Council

Strategic Planning and Management of Parish Assets

June 2025

Proposal:

The PC to be become centrally responsible for the direct management of all PC owned assets including all management, regulatory, safety and financial aspects.

Background:

The impact of the successive local plans are bringing major changes to the size and character of the village. We know that the Purbeck Local Plan 2 (PLP2) approved approximately 150 new houses and the 2021 draft Dorset Local Plan (DLP) had identified a further 200 houses. Since then the housing target for Dorset Council has increased by 80%. Given its location close to BCP, the areas around our village are a prime target for developers.

The other change that will have an impact is the reclassification of Green Belt to Grey Belt. While we have not yet bit hit with such a change, it will be part of the revised DLP. It is also already having an impact elsewhere in the country. Developers have been successful in getting permission on what was Green Belt by demonstrating it is now Grey Belt. Planning examiners are approving some of those applications.

The village is about to be consulted on the next version of the Neighbourhood Plan (NP2). This is unlikely to materially affect the number of houses to be built, but it can try and affect their design, character and integration. A revised Neighbourhood Plan can also set out planned improvements to infrastructure that will benefit the village and are commensurate with a growing population.

The NP2WG have identified 3 large project areas to target funding from developers, be it CIL or section 106.

1. Village sports and recreation facilities
2. Revision/expansion of the Village Hall/Pavilion area
3. The pathway to Lytchett Minster along Huntick Road (cyclists and pedestrians)

The consultation on June 28/29 will highlight these plans and help to assess support as well as to build a picture of residents wishes in respect of any other improvements.

Current Parish Assets:

These are assets we manage on behalf of the village. Currently, they include

- Parish Office
- Allotments
- Public Cemetery and closed churchyards
- Recreation Ground and all the areas within (Car parks, Rocket Park, Skate Park, Gym Equipment, dog exercise area and so on)
- Sports Pavilion, garages and storeroom
- Youth Hall
- Lytchett Astro
- Foxhills Green Space and all the areas within (Play Park, Willow Walk and so on)

The above are managed in a variety of ways, some directly and some indirectly.

Current Issues:

First, we have already started to manage these more centrally. The PC now insure all assets under one policy. We have recently updated all fire safety equipment across all sites and have had independent fire risk assessment reports. The Youth Hall project was originally intended to be stand-alone similar to the Sports Club, but we have determined that is not the beat approach and moved it back into the PC responsibility. The Lytchett Astro, although managed day-to-day by LMSC, is a PC responsibility.

The LMSC team looked to restore that back to a stand-alone basis, but has also concluded that this is not the future. LMSC in essence only manages the facilities; it does not manage any of the activities.

Second, an issue we are all facing from time to time is that these facilities do not run smoothly by relying on volunteers. Volunteers can certainly help, especially at the activity level, but a facility will need a more core level of support and management going forward. The regulatory environment is regularly updated and we have to be sure that is properly factored in.

Third, the PC is generally called on today to fund any significant improvement or repairs. Raising funds for redeveloping sites is a major task and, while many specific projects do manage this, the long-term development of the village facilities across multiple sites is better handled centrally. Ultimately, the PC has the opportunity to call for funding through the precept for specific projects.

Strategic Direction:

- Plan to bring all assets under direct PC management through the formal set-up of either sub-committees or WGs.
- Institute standard policies and procedures across all assets
- Centralise all record keeping and financial transactions
- Establish parish caretaker function for the ongoing management of the various assets. This may be through employees and /or through contracts, but the PC management will better ensure compliance.
- Establish a PC funding unit to target grant and donation opportunities. This is a function in itself because there are multiple and varied ways to attract funds. This will be crucial in being able to deliver the strategy above.