Minute 3 amended to correct date of 17th December 2025

MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Full Council Meeting
Wednesday 28th January 2026 at 7.00 p.m.
in the Blanchard Room, Lytchett Matravers Village Hall.

PRESENT were, Cllrs A Bush (Chair), A Huggins (Vice Chair), K Korenevsky, R Ong, K Morgan, P Webb, R Aspray, V Abbott and Julie Wigg, Parish Clerk

Also present: Dorset Councillors Cllrs A Brenton, S Robinson.

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)

One member of the public was present

DORSET COUNCILLORS' REPORT (Appendix 1)

The report was noted.

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 17th DECEMBER 2026.**

   It was **RESOLVED** to **APPROVE** the minutes of this meeting as true records of it.
   The minutes were duly signed the Chair.

4. **TO RECEIVE AND NOTE MINUTES OF THE FINANCE & GEN PURPOSES COMMITTEE MEETING HELD ON 14th JANUARY 2026**

   The minutes of the previous meeting were noted.

5. TO CONSIDER THE FOLLOWING RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF THE 14th JANUARY 2026

5.1 TO CONSIDER AND APPROVE THE 2026-27 BUDGET.

It was **RESOLVED** to **APPROVE** the 2026-27 budget

5.2 TO CONSIDER AND APPROVE THE PARISH COUNCIL'S PRECEPT TO DORSET COUNCIL.

It was **RESOLVED** to **APPROVE** a 5% increase in the precept, resulting in a total precept of £126,000, and to submit this to Dorset Council.

5.3 TO CONSIDER A PROPOSAL CLOSE THE TWO SANTANDER ACCOUNTS AND THE CHARITY BANK ACCOUNT AND APPROVE TRANSFERS TO THE EXISTING UNITY TRUST AND LLOYDS BANK ACCOUNTS (SEE PAYMENTS LIST FOR MORE DETAIL).

It was **RESOLVED** to **APPROVE** to close the accounts and approve the transfers.

5.4 RESPONSE TO DORSET COUNCIL CONCERNING THE ASSET TRANSFER REQUEST FOR LYTCHETT MATRAVERS LIBRARY.

It was **RESOLVED** to **APPROVE** the reply to Dorset Council in respect of their negative response to the asset transfer request for Lytchett Matravers Library.

5.5 TO CONSIDER AND APPROVE THE APPLICATION FOR REGISTRATION OF THE LIBRARY AS AN ASSET OF COMMUNITY VALUE.

It was agreed to defer this item until the response to Dorset Council has been sent.

6. TO APPROVE THE SCHEDULE OF PAYMENTS, INCLUDING THOSE MADE AND PENDING (Appendix 2)

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

7. TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS ON THE MINUTES OF THE FULL COUNCIL, 26TH NOVEMBER 2025 – SEE CLERKS REPORT (Appendix 3)

The report was noted.

8. CHAIR'S ANNOUNCEMENTS.

None

9. TO CONSIDER AND APPROVE THE RENEWAL OF THE SCHOOL CROSSING PATROL CONTRACT (Appendix 4)

It was **RESOLVED** to **APPROVE** the renewal of the school crossing patrol contract from April 2026-March 2027.

10. TO CONSIDER OBTAINING THREE QUOTATIONS FOR TARMACKING THE GRAVEL PATH AT THE CORNER OF THE RECREATION GROUND AND, IF RECEIVED, TO APPROVE A QUOTATION.

It was **RESOLVED** to obtain three quotes for tarmacking the gravel path, including the additional work as suggested by Cllr Morgan.

11. TO CONSIDER AND APPROVE A PROPOSAL TO INSTALL A DEFIBRILLATOR CABINET AT THE VILLAGE HALL.

It was **RESOLVED** to **APPROVE** the proposal to install a defibrillator cabinet at the village hall.

12. TO CONSIDER AND APPROVE TO APPROACH THE FOLLOWING ORGANISATIONS TO QUOTE FOR THE WHEELCHAIR CAROUSEL AND ASSOCIATED WORKS – KOMPAN, PROLUDIC AND SUTCLIFFE PLAY.

It was **RESOLVED** to **APPROVE** to approach Kompan, Proludic and Sutcliffe Play to quote for the wheelchair carousel and associated works.

13. TO CONSIDER A REQUEST TO ALLOW KEBAB VAN TO OPERATE FROM THE VILLAGE HALL CARPARK, WEEKLY ON FRIDAYS AND SATURDAYS, WITH A PAYMENT OF £100 PER MONTH.

It was **RESOLVED** to allow the kebab van to operate for a trial period of 3 months at £100 per month and if successful the period will be extended.

14. TO CONSIDER AND APPROVE ANY APPLICATIONS FOR COUNCILLOR VACANCIES.

No applications received

15. TO RECEIVE AN UPDATE FROM THE SUMMER FESTIVAL WORKING GROUP.

The update was noted.

16. TO RECEIVE A REPORT FROM THE HIGHWAYS WORKING GROUP (DCHWG) (Appendix 5)

The report was noted.

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

The report was noted.

The Parish Council had heard concerns had been raised by the Scouts regarding the plans for their building. It was also noted that their lease had expired. The Parish Council will meet with the Scouts to review both issues.

18. TO RECEIVE A REPORT FROM THE LYTCHETT MATRAVERS YOUTH HALL WORKING GROUP (YHWG). (Appendix 7)

The report was noted.

18.1 To consider and approve appropriate actions to address flooding issues in the Youth Hall car park. Cllr Bush reported that two quotes have been received and they're waiting for a third.

19. TO RECEIVE A REPORT FROM THE VILLAGE ENVIRONMENT WORKING GROUP. (VEWG) (Appendix 8)

The report was noted.

(VEWG) Cont.....

Cllr Morgan reported that the written response from the Planning and Highways departments has been received. A number of queries require further clarification.
In relation to the Tesco frontage, it was noted that consultants will be required to advise on this element and on the proposed High Street crossing

Action: Cllr Morgan to convene VEWG meeting to review action plans.

Cllr Morgan also reported that a meeting had taken place with the Loss Adjuster in relation to the incident involving the high-voltage cable at Eldons Pond.

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

None

21. 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

22. TO NOTE CORRESPONDENCE RECEIVED.

22.1 Cllr Abbott now knows how to change the Astro code. This will be changed regularly.
22.2 Cllr Aspray wanted to let the councillors know about the Lamp light of peace –
22.3 Cllr Ong let councillors know that he has put a report in Dropbox detailing what the VH grant has been spent on so far.
22.4 Cllr Huggins said that Cllr Abbott mentioned about the need for a bin down by the bridge. Cllr Huggins said it would be possible but it was felt it would be too expensive.

The meeting ended at 9pm.

Annotated by Julie Wigg, Parish Clerk

Signed_____ Chair

Appendix 1

Report from your Ward Councillors

Some good news for the New Year

Upton Gateway Roundabout and zebra crossing

We have been working with the Dorset Highways and BCP teams to improve safety around the slip roads from the A35 roundabout and Upton Country Park, which have been has been an accident blackspot for years, so improvements are necessary. . This should make the area much more pedestrian and cyclist friendly. this will cause some disruption in the New Year but is a good example of joint working between the Local Councils.

BCP have now committed to recovering the lease on the farm adjacent to the forthcoming roadworks. Dorset and BCP will be re-routing the path to follow the bridleway, widening and creating a verge separating it from the carriageway. They will also remove the fencing which will now be redundant. This will enable people to more easily choose to use the underpasses if they wish to use them.

We have been assured that both authorities can agree a rational approach in the medium term to improving the links both through the underpasses and on the bridleway to the north, but this is not something they can simply add on to the works planned for January, because it introduces (at a late stage) major changes for which they do not - currently - have funding or construction capacity. Nothing in the current plan precludes further works to the network nearby that might be able to be secured with further funding or as a result of the return of ownership of the land.

New school building

At this stage it seems that there are a number of challenges to developing a new school next to the Grange. The current school Governors have informed Vikki Slade that they currently have little appetite for a new building as they are experiencing dropping numbers at other schools and will not be taking as many new pupils for out of area in the future. Secondly, the potential area at the Grange is not really big enough to accommodate a combined school given that it would have to be single storey due to the age of the children. There would also be issues with the use of the recreation ground, which, although it could be used for structured activity, it would be difficult to supervise over playtimes. Vikki will be writing to those that have expressed interest in the coming weeks but it seems unlikely that something can realistically be developed on that site at this time. The potential new housing development would bring new opportunities to develop additional infrastructure.

The Zebra crossing on Wareham Road Lytchett Matravers has been installed after years of delays. We hope that it helps increase road safety for children crossing to the school.

Care Quality Commission Inspection

After many months of preparation, Dorset Council was inspected by the CQC in early December. We expect to have our report in late March 2026.

Dorset is now officially an Age Friendly Council which means all decisions must have regard to how they affect all ages of population.. Steve Robinson has been working hard to link Adult Social Care, transport, health services and many of the Voluntary Organisations across Dorset to work together to support people close to their homes and we are pleased that “Bridget”, our recently launched support for unpaid carers, now has over 20,000 registered users.

We are aware of the attempt to build a traveller's transit site on the A35 at Slepe without any planning permission. A stop has been put on the site and Andrew Starr has requested that it comes before the area planning committee for proper consideration. An application has been submitted therefore no enforcement will take place until that is decided.

Cllr Starr and Brenton have had a site visit to the new Bulbury wetland treatment plant which will go online in the Spring when the planting has rooted, it was very interesting seeing how already birds are using it as a resource. . We also toured the Lytchett Bay Treatment works on Slough Lane, it was interesting how approx. £4million has been spent on getting it working again after the failure of the liner, but it is only expected to be used until 2030 when treatment will go to Poole. It was impressive how the field used for building material and temporary plant has been returned to natural state.
We noted that the improved biological methods now perfected now mean there is virtually no smell, quite a change from 15 years ago. We also looked at the water outlet into Poole Harbour and are reassured that the site is working to the Environment Agency's regulations.

Welcome News -Dorset Council has secured £12m in bus funding from Government to improve services and stops across the county from 2026 to 2029. Whilst this is a great boost, it falls short of what's needed to deliver consistent hourly routes and full Saturday timetables.
However Dorset has been poorly served in funding for ROW and Cycleway improvements compared to Somerset and Devon. Lobbying of DFT continues.

Appendix 2

Agenda Item 5.3 Bank Account Closures and Transfers

Santander Bank Account no: 69722287. Balance at time of report - £86993.27
Santander Bank Account no: 08728307. Balance at time of report - £450.02
Total = £87,443.29 (approx) to transfer into Unity Trust Bank Account no: 20450313

Charity Bank Account no: 10066749. Balance at time of report - £26.705.34 - to transfer into Lloyds Bank Account no: 56199968

Payments January 2026

Agenda Item 6. Payments to be made

To Whom	For What	Cost Code	Net	VAT	Total
T Homer	Handyman duties, December 2025	104	448.72	0.00	448.72
Julie Wigg	Salary – January	101	1988.82	0.00	1988.82
Dorset Pension Fund	**Pension – January -** Employers Contribution	102	552.55		
	Employees Contribution		117.09	0.00	669.64
HMRC	Income tax and national insurance – December	103	719.88	0.00	719.88
Idverde	St Marys Row Park Cemetery – Inv 10958534	284	401.51	80.30	481.81
Rejuvenate	Monthly commitment – Inv: 30054	305	12.36		
	Device Care		11.99		
	Endpoint Detection and response		4.99	5.87	35.21
Sally-Anne's Prof Cleaning	Youth Hall Cleaning Inv 752	362	120.00	0.00	120.00
Aerial Tree Services	Cut back oak tree by Tesco 01807	243	480.00	96.00	576.00
Aerial Tree Services	Cut back holly tree overhanging fencline of 2 Hyde Cottages - Inv 01808	243	50.00	10.00	60.00
Cllr A Bush – expenses	Christmas gathering (Chairs Allowance)	133	70.35	0.00	70.35
	Bolts for astro panel B&Q	343	6.36	0.00	6.36

Dorset Council	Remembrance Service stickers Inv: 2800481749	166	30.00	6.00	36.00
Glasdon	New and replacement bins – Inv: SI929101	243	912.60	182.52	1095.12
John Child	Cut back war memorial hedge	240	260.00	0.00	260.00

Agenda Item 6. Payments already made.

To whom	**For What**	**Cost code**	**Net**	**VAT**	**Total**
O2	Parish Clerk Mobile Phone – January 41899982	306	11.00	2.20	13.20
Propel Finance Plc	Monthly repayment for LMPC Clerk's mobile phone	306	7.42	1.48	8.90
YuEnergy	Youth Hall Inv: 03192092	362	694.52	138.90	833.42
Wessex Internet	Monthly charges – Sports Club, Village Hall, Youth Hall	175	3.00	0.60	3.60
Dorset Council Waste Services	Empty youth hall bins	362	36.06	0.00	36.06
Scribe	Booking system monthly payment Inv 13915	305	26.00	5.20	31.20
Dorset Youth Association	Youth Club provision October – Dec 25 Inv 2814	364	3062.00	0.00	3062.00
	Jan – March 26 – Inv: 2827	364	3062.00	0.00	3062.00

Appendix 3

Agenda Item 7. Clerks Report January 2026

Minute	Action Point	Progress
Minute 8, Full Council 22.10.25	Cllr Khanna to circulate suggestions for Parish Council sign. Passed on to Cllr Huggins.	*Ongoing* *Nov 2025 - Quotes accepted for building signs and noticeboard. Waiting to see proof before confirming order* *The signs have been received, and Cllr Huggins displayed them to the Parish Council. It was noted that the Sports Pavilion sign was too small and that "Pavilion" had been misspelled. Action: It was agreed to reorder a replacement sign at double the size..*
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. Oct 2025 - Cllr Ong explained that he wishes to put together a list of all council assets, including contracts/lease etc… as a quick reference guide. *Action: Jan 2026 - Add to F&GP agenda*
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 Deadline - 16th January 2026 – no applications *Action: extend deadline to 13th March 2026*

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.* *The Clerk had written a letter inviting residents to take on the landscaping, with support from the Parish Council. Cllr Brenton hand-delivered the letters.* October 2025 - Cllr Brenton reported that she had spoken to the resident who had initially approached Cllr Morgan. The resident expressed enthusiasm for becoming involved and intends to speak with other residents to develop a proposal. Cllr Brenton advised that a meeting with residents will be arranged after half term to discuss how they wish to proceed. Cllr Morgan suggested this would be a good way forward and to encourage neighbourhood groups with possible limited financial support from the Parish Council. Postponed until January 2026 any update? *Action: Postpone until April 2026*
Minute 17, Full Council 23.4.25	Rocket Park refurbishment	January 2026 – Grant applications submitted to:- Dorset Council Capital Leverage Fund (£17,400 20% of overall cost, for the complete refurbishment Awards4All £20,000 for the wheelchair carousel, including associated access works. *Ongoing agenda item.*
Minute 8, F&GP, 8.10.25	Consider whether the Parish Council should continue funding the School Crossing Patrol and to make a recommendation to Full Council.	Rob Camp (DC) confirmed that the contract renewal would have to be from the start of the financial year. I asked when the consultation ends and he's not sure so will get back to us. *28th January 2026 - See Full Council agenda item 9*
Minute 9, Full Council 22.10.25	To consider the next steps for the mobile phone mast	It was agreed to approach the company to continue discussions, taking into consideration both the Selby's Yard site and the school site.

		No update - Ongoing Agenda Item
Minute 10, Full Council, 22.10.25	To consider making a formal request to developers to provide a suitable location for a public defibrillator on the new wareham road housing development and on future major developments	It was agreed for Cllr Bush to approach Wyatts and ask them to install a defibrillator in this area. Dec 2025 - Cllr Bush and Huggins are liaising with Wyatt Developments. *Action: Jan 26 - Cllr Huggins to provide further information.*
Minute 18, Full Council, 22.10.25	To consider and agree a reserves policy	Cllr Bush and Ong will arrange to meet to review the policy and explore potential improvements to our procedures. *Action: Clerk to forward copy of reserves policy to Cllr Bush*
Minute 24, Full Council, 22.10.25	Youth hall carpark drainage	It was agreed to obtain three quotes from contractors for installing a bore hole and drainage. Drain across carpark which will feed into the bore hole. Cllr Morgan and Webb are obtaining quotes. Quotes will be presented at January F&GP – *28th January 2026 - See Full Council Agenda Item 18.1*
Minute 11 Full Council, 26.11.25	Re: Huntick Road 40mph scheme	Cllr Brenton to provide update Dec 25 – Cllr Brenton explained that speed surveys are taking place and she will report back when more information has been received. *January 2026 - Any update? No further update. Cllr Huggins and Cllr Brenton to contact DC Highways*

Allotments Update

So far 4 plots available.
10 people on the waiting list.
Tenants have until the end of January 2026 to renew.

Cemetery Report

Cllr Webb and I met Mrs Warr and her daughters at the cemetery on the 22nd January 2026 and agreed that the headstone can be moved to the head of the grave, underneath the bench.

We asked that when it's moved they make sure the headstone is kept in line with the other memorials in this row.

As this will leave the grave without anything at the head, we asked Mrs Warr to arrange with her stonemasons to mark the head of grave space D13 with a stone memorial vase. I have asked the stonemasons to submit a memorial permit application but have agreed we won't charge a permit fee.

Planning Application No	Location	Proposal	PC Decision	Notes	Status
P/VOC/2024/03870	**Huntick Farm Caravan Park. Huntick Farm Lytchett Matravers BH16 6BB**	Access To Use land to extend existing caravan/tent camping site (with removal of conditions 2,3 & 7 of planning permission 6/84/0743 to remove restriction to 30 caravans, remove restriction to building on site and remove restriction for the stationing of caravans/tents between 1 Nov and 15 March each year)	**No objection**		Not determined
P/FUL/2025/00148	Valley View Farm Castle Farm Road Lytchett Matravers BH16 6DA	Erection of a permanent rural workers dwelling, reception building, barn, a building to be used as a learning zone.	**Objection**		Not determined
P/FUL/2025/03014	Boar Hill Barn Charborough Park Wareham BH20 7EL	Change of use of agricultural buildings and land to sawmill (class B2). Retain office and convert store to a workshop and welfare building.	**No Objection**		Application withdrawn.
P/CLE/2025/03853	Moonacre Campsite Dorchester Road Sturminster Marshall BH21 4EU	Change of use of land from agriculture to wedding and event venue and erection/construction of associated structures including Marquee, Field Parking Area, Woodland Teepee, Woodland Ceremony Platform, Shower Block, Toilet Block and Treehouse	**OBJECTION**	While the Council acknowledges that it cannot dispute the Certificate of Lawfulness (CLU) application, it notes that there appears to be a significant amount of accommodation and development on the site that has not received planning permission and is not covered by this application for a CLU. The Council reaffirms its consistent position of opposing development within the Green Belt.	Not determined
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	Not determined

				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.	
P/FUL/2025/03733	Land at Flowers Drove	Residential development including the erection of 29no dwellings with garages and parking, formation of vehicular access from Wimborne Road, sustainable drainage infrastructure, new open space, landscaping and associated infrastructure	**OBJECTION**	Cllr Morgan raised concerns regarding the lack of affordable housing provision and the design of the development, specifically highlighting the use of non-functional or "fake" chimneys. He felt that these design elements require further discussion and suggested that he would like the planning authority to defer determination of the application to allow further consideration of key issues, particularly the. • The lack of affordable housing and the design of the site entrance • The layout and arrangement of the south-west corner of the development • The inclusion of appropriate architectural features, specifically the use of flint and dummy chimneys • The potential implementation of traffic calming measures within the scheme It was agreed to contact the planning authority to defer determination of the application to ask for further consideration of key issues, particularly the design of the development and the lack of affordable housing provision.	Out to consultation
P/HOU/2025/03797	The Walled Garden Colehill Road Lytchett Matravers BH16 6BS	Extend and convert existing garage to form residential annexe to The Walled Garden	**OBJECTION**	The Parish Council **OBJECT** to this planning application due to its scale being inappropriate and harmful to the setting of the adjoining listed wall and nearby grade 1 listed church	Refused 1.9.25 Appeal in progress
P/FUL/2025/03720	36 Glebe Road Lytchett Matravers BH16 6EH	Erect a detached house with associated garage, parking and landscaping	**NO OBJECTION**		Out to consultation

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 APP/D1265/W/25/3369687 Edgewater Homes Ltd 23 July 2025	**OBJECTION**	The Parish Council **OBJECT** to this planning application for the same reasons as per our previous objections on the 28th September 2022 and the 30th November 2023. The Parish Council request that if approval is granted, that there should construction vehicle restrictions imposed forbidding large construction/delivery vehicles during the ends of the school day (8-9.15am and 2:45-4pm).	Appeal allowed 22.10.25
P/FUL/2025/06195	Water Tower Field Colehill Road Lytchett Matravers	Erect a 2.1m fence and gate along the Colehill road frontage to secure the site	**Objection**	The Parish Council OBJECTS to the planning application, as the proposed fence is considered inappropriate for the Green Belt and its roadside location. However, recognising that safety is a concern, the Council suggests that the existing fence be repaired to secure the site.	Not determined
P/HOU/2025/05992	206 Wareham Road Lytchett Matravers BH16 6DU	Retain garage conversion forming 1 bedroom annexe ancillary to existing dwelling		The Parish Council felt no comment was necessary as it is believed this to be permitted development.	Not determined
P/HOU/2025/06869	11 Frys Close Lytchett Matravers BH16 6DL	Removal of existing rear conservatory and side lobby, erection of single storey rear extension and conversion of garage	**No Objection**	The Parish Council has **NO OBJECTION** to this planning application. .	Not determined
P/FUL/2025/06988	Land Adjacent To Hunters Mead Purbeck Road Lytchett Matravers, BH16 6EN.	Sever land & erect new 3-bedroom detached chalet bungalow, with associated access, parking and landscaping.	**No Objection**	The Parish Council has **NO OBJECTION** to this planning application but requests that storm drainage from the west side, particularly the runoff from the junction of McDonald Place and Frys Close, be addressed	Not determined

Appendix 4

Agenda Item 9 – School Crossing Patrol (SCP) – Update Report

Background

Dorset Council has contacted the Parish Council to ask whether it wishes to commit to a further year of funding for the School Crossing Patrol (SCP). At the same time, Dorset Council advised that it is currently undertaking a review and consultation regarding the future operation of SCPs at locations where there is an existing zebra crossing.

Policy Review and Current Position

Following this request, the Parish Clerk contacted Dorset Council for clarification on the current position.
Dorset Council has confirmed that the Road Crossing Request Policy has recently been updated. Members are particularly referred to point 3.2, Road Crossing Request Policy - Dorset Council which relates to SCPs operating at zebra crossings. As a result of this update, Dorset Council is now reviewing its SCP policy so that it aligns with the revised Road Crossing Request Policy.
While Dorset Council has advised that it cannot state the final outcome with absolute certainty at this stage, it is considered likely that the updated policy will be adopted. If adopted, this would mean that SCPs would no longer be permitted to operate on zebra crossings going forward.

Timescale

Dorset Council has advised that, for the purposes of the Parish Council's full meeting, members should note that:

- The Road Crossing Request Policy has recently been updated;
- The SCP policy is currently under review to come in line with that policy; and
- A decision on the revised SCP policy is imminent.

Implications for the Parish Council

At present, Dorset Council has not provided a definitive decision on whether SCPs will continue to be supported or permitted at zebra crossings. This creates uncertainty for the Parish Council in terms of committing to funding or employment of an SCP for a further year. I specifically asked Dorset Council to clarify where this leaves the Parish Council if SCPs are no longer permitted to operate on zebra crossings, and whether a Parish Council could continue to employ or sponsor an SCP independently.

Dorset Council has advised that if the SCP policy is amended to come into line with the updated Road Crossing Request Policy, Parish Councils would not be able to sponsor or employ an SCP on a zebra crossing. While this position has not yet been formally ratified, Dorset Council has indicated that a decision is expected very soon. Members are therefore asked to note the current position and the pending decision by Dorset Council before any long-term commitment is made.

Recommendation

That the Parish Council:

- Notes the update from Dorset Council;
- Acknowledges that the SCP policy is under review and that a decision is imminent; and
- Defers any commitment to a further year of funding for the School Crossing Patrol until Dorset Council's final policy decision is confirmed.

Appendix 5

Lytchett Matravers Parish Council

Summary Report – Dorset Council Highways WG

Lytchett Matravers Parish Council

Summary Report – Dorset Council Highways WG

Jan 2026

Working Group Objective:
Review of all Highways related projects and establishing close liaison with Dorset Council Highways.

Working Group Participants:
Andrew Huggins (Chair), Ken Morgan, Alf Bush, Peter Webb, Beverly Barker, Rob Aspray

Background:
PC projects that require Dorset Council Highways interaction and agreement. To set up a more formal working arrangement with DC Highways to progress those projects.

Dependencies:
DC Highways (DCH) approval and partial funding

Status/Next Steps:

1. School Crossing – Completed – DC Officer advised that now relocating crossing patrol to lower Gate would "probably not meet their criteria".
2. Huntick Road Cycleway –Rozalia Meadows to Jubilee Walk. Submit a formal request to DCH. Mar 2024 meeting with LMPC/DCH/LM&U/Dorset Cllrs to review 5 options **To be reconsidered.**
3. High Street Crossing – **Awaiting further advice from DCH**
4. Tesco Island – Create formal notice to Tesco of intentions with DCH approval. Planning application approved. Tesco engineers working on costing the design. Tesco not prepared to proceed with this. Report seems to have missed that LMPC will part fund. Will go back to Tesco to clarify our position.
5. 20 MPH Zones – Apply for central village area to be set to 20 mph. AH submitted application Aug 2024. Received response – only Wareham Road from R&C to Dillons Gardens. WG have made counter proposal to DCH which is with them for review: factors include High Street + School Crossing.
   MP Vicky Slade asked if we had applied for 20-mph by school – we have replied with details of the LMPC 20mph request and the DC counter-proposal which LMPC did not consider acceptable. Requested MP support LMPC proposal.
6. Huntick Road path – New Working group specifically for this project, has met and progressing initiatives. Next step is to request lower speed limits on Huntick Road –Application for 40mph on Huntick Road has been submitted April 2025. Under consideration & awaiting feedback. Chased 9/25.
7. Meeting 20 June 2025 with DCH and Sturminster Marshall PC about improving Jubilee Cross/A350. SM will apply for 40mph on A350 and crossing island. DC to fund traffic surveys and feasibility study.
8. Resident request for lowered speed in Castle Farm Lane. Clerk to seek guidance on "reduced speed limit" policy from DC Highways. **DC advise does not meet 20MPH critera but school can apply for signage.**
9. Request for re-marking white lines on Wareham Road at Halls Corner and speed signate on High Street/Colehill Road – This has been authorised by DCH pending completion. **No sign – clerk to chase DCH.**

Financial Forecast: **(£000's, excluding VAT)**	**2025-26**	**2026-27**	**2027-28**
Expense to date			
Forecast	210[1]	0	250[2]

Financial Forecast: (£000's, excluding VAT)	2025-26	2026-27	2027-28
Total	210	0	250

Notes:

1. High St crossing 75, 20MPH – 30, Huntick cycleway stage 2 – 35, Tesco forecourt - 80
2. Huntick cycleway stage 3 – 250 LMPC contribution to overall cost.

Appendix 6

Lytchett Matravers Parish Council

Summary Report – Neighbourhood Plan 2 (LMNP2) WG

January 2026

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:
Peter Webb (Chair), Alf Bush, Ken Morgan, Peter Webb, Matt Rigby, Dave Ireson, Rob Aspray, Jackie Baker, Ralph Watts

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:

- Outcome of the Dorset Local Plan Consultation
- Clarification of SHLAA sites in and around LM.

Conflicts of Interest:

- Two participants live adjacent to sites promotes in the Dorset Local Plan Consultation

Two participants are Trustees of the Village Hall

Status/Next Steps:

10. Jo Witherden engaged as NP consultant but Locality grant scheme not renewed.
11. Comprehensive response to DLP Consultation developed and presented to PC. Subject to minuted amendments, report accepted and submitted to DC on November 13, 2025.
12. Develop Objectives for the Neighbourhood Plan from which policies can be derived.
13. Work with DC consultant to develop Design Code.
14. Continue to engage with local developers to influence choices regarding green spaces, village connectivity, parking arrangements, design code, etc.
15. WG met 19th. January 2026 to review best ways to proceed following DCLP consultation response and awaited information on NPPF, National Development Management policies and DC on Design Code progress.

Financial Forecast: (£000's, excluding VAT)		2025-26	2026-27	2027-28
Expense to date		3		
Forecast	Local NP Consultant Locality Grant Sundries	2	10	10
Total	Assumes Locality grant application is successful	5	10	10

Appendices:

Appendix 7

Lytchett Matravers Parish Council

Summary Report – Youth Hall WG – January 2026

Working Group Objective:

- Renovate/bring back into use the Lytchett Matravers Youth Hall (LMYH) for community use & Youth Club.

Working Group Participants:

- Council members: Roger Ong, Alf Bush,

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

LMPC now undertakes the day to day operating responsibility for the building with the Clerk handling bookings and invoicing with income received by the PC.

Various groups now regularly use the hall with a current average usage of 120 people per week. In addition, occasional birthday parties and ad hoc events are also accommodated.

The Youth Club continues to thrive with some 40+ attending each week.

Status/Next Steps:

1. It is imperative that the car park drainage and levelling is undertaken as complaints are being received from users.

Financial Forecast: (£000's, excluding VAT)	2025-26 Budget £20,000	2026-27 Budget £0.00	
Expense to date			
Water	£143.79		
Electricity	£911.16		
Internet	£9.00		
Cleaning	£580.00		
Waste Bins Collections	£104.32		
Repairs/Maintenance BAU	£472.64		
Dorset Youth	£4,736.00		
Other	£710.00		
Sub-Total BAU	**£7,666.91**		
One Off Costs*	**£14,489.00**		
Total	**£22,155.91**		
Forecast			
Water	£300.00		
Electricity	£1,500.00		

Internet	£12.00		
Cleaning	£1,000.00		
Waste Bin Collections	£200.00		
Repairs/Maintenance BAU	£700.00		
Dorset Youth	£10,860.00		
Other	£1,000.00		
Income	***(£2,730.00)***		
Total	**£12,842.00**		
One Off Costs*	**£14,489.00**		
Income Received to date	**£1,952.00**		
Grant 2nd year £6,000	**£6,000.00**		
Operational Total to date	**-£285.09**		

- **Includes footpath £13,572.00 and Lighting costs £917.00 =£14,489.00 both one off and CIL Funded**

Appendices: None

Appendix 8

Lytchett Matravers Parish Council

Summary Report – VILLAGE ENVIRONMENT WORKING GROUP

January 2026

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. School C Pk/Sports Project – Pre-App feedback requires input of highways consultant's report.
2. Hannams Gate. Design presented to PC July 23.
3. Pond – Complete pending permanent signing. Insurance claim re HV damage ongoing. Additional storm water attenuation with swales to address Rec run-off?
4. Cemetery –- Bund to be cut back. Planting required .
5. V Centre Planting – Information boards required.
6. Crushed stone paths – Section past Rocket Park to Pond Walk to be tarmaced – see Agenda Item 10
7. Tesco frontage – Chasing funding assistance. Highways Consultant req'd to prepare s278.

Dependencies:

DC Highways + Planners + Estates + Funders

Status/Next Steps

Gravel Path resurfacing, Appoint Highways Consultants re projects. Hannams Gate, Biodiversity + Pond Signing

Financial Forecast: **(£000's, excluding VAT)**	**2025-26**	**2026-27**	**2027-28**
Expense to date	Notice Board 4000 Pond 16700 FP - Halls Hill 1291		

Financial Forecast: **(£000's, excluding VAT)**	**2025-26**	**2026-27**	**2027-28**
	Sports Pre App 2000		
Forecast		Various 20 Sports Area 13 Tesco frontage 75	
Total	24	108	