19.5.26 Amendment to include amount of grant to Purbeck Film Festival (£250)

MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Full Council Meeting
Wednesday 25th February 2026 at 7.00 p.m.
in the Blanchard Room, Lytchett Matravers Village Hall.

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

Also present: Dorset Councillors Cllrs A Brenton, S Robinson, A Starr and Ros Dignan (Citizens Advice East Dorset and Purbeck).

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)

One member of the public was present

School Crossing Patrol (SCP) Discussion

Cllr Steve Robinson sought clarification regarding the previously agreed position on the School Crossing Patrol (SCP). He noted that he had been informed that it is not legal to place a SCP on the zebra crossing, as this could confuse drivers, and therefore this option is not viable. He also highlighted that the current policy does not specify whether a SCP could be positioned elsewhere, off the crossing and at what distance

Cllr Bush reminded the meeting that discussions had been held with Dorset Council, who subsequently provided a contract for the Parish Council to fund a SCP. Councillors expressed confusion as to why the placement is now considered illegal, when it was permitted in September. Clarification was requested on whether this is a legal requirement or guidance. It was confirmed that the Parish Council does not wish to contravene the law, but if this is purely policy, there may be some flexibility.

Cllr Huggins reported that he had previously asked Dorset Highways if it would be possible to position a SCP further along the road nearer to the southern entrance gate to the primary school. He had been informed that two crossings could not be located in close proximity.

Cllr Bush confirmed that the Parish Council had budgeted to continue funding a SCP for an additional year.

Cllr Morgan noted that many children do cross further down the road. He proposed that, given the Parish Council's willingness to fund a SCP, consideration should be given to positioning it either by Deans Drove or near the other school gate. Cllr Robinson confirmed that he would take this proposal back to Dorset Council and provide a decision on this as soon as possible

7.12pm Cllr Robinson left the meeting.

Presentation from Ros Dignan, Citizens Advice East Dorset and Purbeck

Citizens Advice – Lytchett Matravers Outreach
During 2025, Citizens Advice in East Dorset and Purbeck assisted 102 residents of Lytchett Matravers with a total of 631 issues. The service is delivered by a combination of paid staff and volunteers and receives funding from various sources, although much of this is project specific. Without financial support from Town and Parish Councils, these outreach services would not be possible. The core service is particularly important, with the advice bus costing £40,000 per year to operate.

Cllr Huggins asked whether the advice bus is cost-effective, given that there is a library in Lytchett Matravers. It was noted that the bus's visibility significantly increases engagement and it tends to be busier than other locations. The bus is self-sufficient and fully equipped with all necessary facilities, enabling effective outreach. Without the bus, Citizens Advice would not be able to provide the same level of service.

Cllr Morgan asked about the financial position of the service. It was confirmed that finances are tight, and the organisation is continually seeking ways to improve service delivery and reach more people. The Parish Council's contribution was noted to be slightly higher than most, reflecting the Council's appreciation of the service and making a significant difference to its delivery.

Cllr Bush asked whether demand for the service has increased over the past four to five years. While exact figures are not available, it was confirmed that the service consistently does not meet the full level of demand.

Cllr Morgan asked what the PC's contribution is and the Clerk confirmed that it is around £7300.

Cllr Bush thanked Ros for her update.

DORSET COUNCILLORS' REPORT (Appendix 1)

The report was noted.

Cllr Webb raised a query regarding the sports facilities survey as part of the BCP consultation, noting that responses are required by 9th March following its release on 19th February. Cllr Webb expressed concern that this provides a short window for responses and highlighted that the Parish Council did not receive prior notice of the consultation.

1. **TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE.**

   Cllr M Rigby, K Korenevsky, V Abbott, R Aspray

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 January 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 11th FEBRUARY 2026

The minutes of the Finance & General Purposes meeting were noted.

5. TO CONSIDER THE FOLLOWING RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF THE 11th FEBRUARY 2026

5.1 TO REVIEW AND MAKE A RECOMMENDATION TO FULL COUNCIL TO APPROVE THE RISK REGISTER AND PLAN, FEBRUARY 2026

It was **RESOLVED** to **APPROVE** the February 2026 risk register and plan.

5.2 TO REVIEW AND CONSIDER LICENCE AGREEMENTS

It was **RESOLVED** to **APPROVE** the licence agreements schedule and charges.

5.3 TO REVIEW THE POLICY & PROCEDURE CHECKLIST DATED FEBRUARY 2026 AND APPROVE AND/OR ADOPT THE HIGHLIGHTED POLICIES.

It was **RESOLVED** to **APPROVE** the following policies and procedures:-

- LMPC Standing Orders
- Risk Management Policy
- Code of Conduct
- Freedom of Information Policy/Model Publication scheme.
- Data Protection Policy (GDPR)
- Health and Safety Policy.
- Accessibility Statement.
- IT Policy
- Bring Your Own device policy.
- Privacy Policy.
- Grant awarding Policy.
- Register of Interests Policy.
- Complaints Procedure
- Data Breach Response Policy
- Safeguarding Policy
- Disciplinary Procedure
- Grievance Procedure
- Staffing Policy
- Appraisal Policy
- Asset Policy
- Reserves Policy
- Investment Policy

- Internal Control Policy
- Business Continuity Plan
- Social Media Policy
- Document Retention and Disposal Policy
- Expenses Policy

A review is required of the LMPC Financial Regulations in relation to reserves, internal control and investment provisions. This will be deferred to March Full Council.

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 AGREE FULL COUNCIL AND FINANCE & GENERAL PURPOSES MEETING DATES FOR YEAR 2026-27.

It was **RESOLVED** to **APPROVE** the meeting dates for 2026-27.

10. TO CONSIDER AND AGREE THE LOCATION FOR A MEMORIAL BENCH TO THE LATE DAVE BOWSHER.

Cllr Morgan suggested locating it at the top end of the Recreation ground. Since there were already several benches in that area, Cllr Bush asked that they meet to decide on the best location within the next couple of weeks. It was agreed to defer to F&GP.

11. TO CONSIDER AND AGREE A DATE FOR THE SPRING LITTER PICK.

Cllr Huggins proposed the 12th April 2026 from 2pm – 4pm.

It was **RESOLVED** to **APPROVE** the litter pick on the 12th April from 2pm – 4pm.

Action: Clerk to advertise on noticeboards, Facebook and the Website.

12. TO CONSIDER AND APPROVE GREENFIELDS' PROPOSAL.

Councillors acknowledged and appreciated Greenfields' support but expressed concern that allowing signs to be displayed could set a precedent. They agreed to consider the matter further and defer the decision to the Finance & General Purposes (F&GP) Committee.

13. TO CONSIDER ALLOWING A PLANT SALE TO OPERATE FROM THE CAR PARK.

It was **RESOLVED** to allow the plant sale to go ahead on a one-off basis.

14. TO CONSIDER AND APPROVE A GRANT REQUEST FROM PURBECK FILM FESTIVAL.

It was **RESOLVED** to **APPROVE** the grant request from Purbeck Film Festival of £250.00.

15. P/FUL/2025/03733 LAND AT FLOWERS DROVE LYTCHETT MATRAVERS DORSET RESIDENTIAL DEVELOPMENT INCLUDING THE ERECTION OF 29 NO DWELLINGS WITH GARAGES AND PARKING, FORMATION OF VEHICULAR ACCESS FROM WIMBORNE ROAD, SUSTAINABLE DRAINAGE INFRASTRUCTURE, NEW OPEN SPACE, LANDSCAPING AND ASSOCIATED INFRASTRUCTURE.

Cllr Morgan noted that this matter has been considered previously. It has returned for discussion due to further considerations, including highways and drainage, although the fundamental layout remains the same. He highlighted that the arrangement of houses in the southwest corner has been revised but expressed disappointment that five houses will still have their rear facing onto Flowers Drove. He also noted three further changes: the attenuation ponds will now be consolidated into a single larger pond; the footpaths originally planned to run through to Lime Kiln Road have been removed; and unmarked tactile crossings are now to be installed. He further noted that the layout does not include any play area for young children, meaning they would be required to cross the road to access facilities in Blaneys Corner.

The Parish Council **OBJECTS** to the planning application for the following reasons:

1. The absence of any affordable homes is in direct contradiction to the aims set out by the government. Promotion of more affordable housing is a key principle of the Government's drive for more houses which is national policy.
2. The absence of an integral play area for children is against the Lytchett Matravers Neighbourhood Plan Development Principles (Policy I). The alternative proposed of crossing the main road into the village to access a play area at Blaneys Corner is not acceptable Clearly, it is acknowledged for Highways that the junction needs remodelling in order to control traffic.
3. The removal of the footpath access and integration alongside Flowers Drove is also in contradiction with the Lytchett Matravers Neighbourhood Plan Development Principles (Policy I). Specifically, the design needs to 'make provision for open green spaces which are accessible to the public and are linked to the rest of the village and wider natural environment by footpaths and cycle tracks.
4. All new sites should include the provision of a site with power for a defibrillator for public use.

16. P/HOU/2026/00778 MOONFLEET FLOWERS DROVE LYTCHETT MATRAVERS BH16 6BX ERECT SINGLE-STOREY SIDE EXTENSION, ROOF EXTENSION AND CAR PORT.

The Parish Council has **NO OBJECTION** to this planning application.

17. TO RECEIVE A REPORT ON THE STRUCTURE AND FUNCTION OF WORKING GROUPS.

Deferred to Full Council

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

Cllr Ong confirmed that the volunteer group will invite the organisations, and the Clerk will manage the associated paperwork, licences, and invoices.

19. TO RECEIVE A REPORT FROM THE HIGHWAYS WORKING GROUP (DCHWG). (Appendix 4)

The report was noted.

20. TO RECEIVE A REPORT FROM THE NEIGHBOURHOOD PLAN 2 WORKING GROUP (NP2WG). (Appendix 5)

The report was noted.

21. TO RECEIVE A REPORT FROM THE LYTCHETT MATRAVERS YOUTH HALL WORKING GROUP (YHWG). (Appendix 6)

The report was noted.

22. TO RECEIVE A REPORT FROM THE VILLAGE ENVIRONMENT WORKING GROUP. (VEWG) (Appendix 7)

The report was noted.

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

The Clerk attended the Clerks Conference, which included presentations from BDO, the external auditor, on requirements for Assertion 10, with which we are fully compliant.

24. 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

25. TO NOTE CORRESPONDENCE RECEIVED.

25.1 The Parish Council received a complaint that the Inpost locker lighting is too bright. Cllr Huggins contacted Inpost and they are investigating.

25.2 Cllr Morgan noted that there is some confusion regarding whether he can serve as both a trustee and the Parish Council representative. It was confirmed that he can hold both roles; however, it was preferred that another councillor be appointed as the Parish Council representative. Action: appoint a representative to the Village Hall Committee.

25.3 Cllr Morgan has been asked if part of the Parish Council office can be used as a museum for the U3A History Group archives with access to the public..

25.4 Cllr Morgan asked that the Parish Council get back to the pharmacy with a response. Councillors agreed there were several steps in the NP2 Planning process before we could consider that.

The meeting ended at 9.20pm

Annotated by Julie Wigg, Parish Clerk

Signed_____ Chair

Appendix 1

Report to Upton town council Feb2026

As part of the drive to be an Age friendly County. Dorset and Cllr Robinson organised a survey among older residents. More than 700 people from across the county responded to our survey. Main points found: -

* People were concerned about the lack of step-down properties, especially bungalows, in their quest to find smaller properties as they grow older.
* Residents said that having a car was important to enable them to be part of their community and that inability to drive caused them both mobility and social networking issues, due to lack of transport.
* A number of respondents said they took part in volunteering, which was important to them, but were concerned about whether younger people were prepared to step up, and levels of bureaucracy.
* Around a fifth of people responding said they did not want to have everything online, although many said they had the technical knowledge to cope with the internet.
* People wanted their footpaths and bridleways clear to enable to safely exercise regularly.

Cllr Brenton attended a Rural mobility workshop organised by South Western Gateway. We all agreed the problems and challenges but we concentrated on which pilot projects might be most effective for improving rural connectivity. A follow up meeting should refine and put in a bid for government funding.

Budget.

At the Full Council meeting on 10th February the budget for 2026 was agreed. Effectively the rise on Council Tax of 4.99% is forced in by Government ruling, if Dorset asks for less then government support is reduced. 85% of Dorsets revenue comes from the Council Tax as Government support has been reduced to rural areas.

Adult care has an increased budget£12mill because of demand for high-quality support. £5mill more for the Children's Services which has been classed by CQT as Outstanding. The capital budget includes rebuilding the Sidney Gale building to become a reablement centre.

There is an emphasis on improving Dorsets roads and strengthening resilience to severe weather. we have allocated £5million extra to maintenance of roads budget. £300,000 for urgent road repairs. And £250,000 for dedicated gulley-cleansing team reversing the previous reductions. The review of speed limits in the A350 and Lytchett area is coming through soon. 40mph on Huntick road, Stoney cross and Limberlost junction to the A35 and 30mph around Post Green.

Capital projects include coastal defences , cycleway improvements , Dinah's Hollow..

Dorset has produced the Biodiversity report for 2025 which went through Overview Committee (with Cllr Starr) This makes very interesting reading and shows that despite the National picture Dorset council is doing well in improving biodiversity in the County of Dorset .

The committee returned the statement of intent for working with communities for improvement and now it contains more actions involving Parish & town Councils and ward councillors.

Appendix 2

Payments February 2026

Agenda Item 6. Payments to be made

To Whom	For What	Cost Code	Net	VAT	Total
T Homer	Handyman duties, January 2026	104	372.41	0.00	372.41
Julie Wigg	Salary - February	101	1988.82	0.00	1965.84
Dorset Pension Fund	**Pension – February -** Employers Contribution Employees Contribution	102	552.55 145.67	0.00	698.22
HMRC	Income tax and national insurance – February	103	714.28	0.00	714.28
Idverde	St Marys Row Park Cemetery – Inv 10960431	284	401.51	80.30	481.81
Rejuvenate	Monthly commitment – Inv 30432 Device Care Endpoint Detection and response	305	12.36 11.99 4.99	 5.87	 35.21
Sally-Anne's Prof Cleaning	Youth Hall Cleaning Inv 768	362	80.00	0.00	80.00
Lytchett Matravers VH	Parish Council Meeting with Vikki Slade Inv: LMVH-2025-13	140	25.00	0.00	25.00
DAPTC	Clerks conference INV-0394	106	30.00	0.00	30.00
Julie Wigg expenses	3 x Keys for allotments	266	18.00	0.00	18.00
Cllr Huggins Expenses	Amazon - Items for defib cabinet	169	15.32	0.00	15.32
S P Mills Garden Services	Inv dated 9.2.26 General garden work and grass cutting – Extras - Cemetery, Youth Club car park, High Street verges, Astro pitch. Regular – grass cutting – bike ramp, boules area, pavilion, Hannams Close. Grass cutting for year – Allotments, memorial green, sports field edges, Skate	366, 284, 264, 343, 243, 237, 234, 236	7115.00	0.00	7115.00

	park and play area, library walk, village signs and bus stops, Turbetts Close, Youth hall grounds.				
R M Liquid Disposals Ltd	Youth Hall Car Park – Invoice: 12808	366	189.00	37.80	226.80
Lytchett Matravers Village Hall	Deposit for Summer Festival Inv: LMVH-2026-96	183	50.00	0.00	50.00

Agenda Item 6. Payments already made.

To whom	For What	Cost code	Net	VAT	Total
O2	Parish Clerk Mobile Phone	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: 03586431	362	1199.70	239.94	1450.18
Wessex Internet	Monthly charges – Sports Club, Village Hall, Youth Hall Inv: 526226	175	3.00	0.60	3.60
Dorset Council Waste Services	Empty youth hall bins – Inv 2800485018	362	29.80	0.00	29.80
Scribe	Booking system monthly payment Inv 115660	305	26.00	5.20	31.20
Risk Assessment Products	Defibrillator case	169	464.00	93.96	563.75
Water2Business	Allotments Water – Inv 6069721502	263	479.29	0.00	479.29
Water2Business	Youth Hall Water – Inv: 6069703417	362	132.50	0.00	132.50
Lock Doctor Services	Lock for cabinet at astro	343	39.80	7.96	47.76
Lloyds Charge card	Monthly fee	143	3.00	0.00	3.00

Appendix 3

Agenda Item 7. Clerks Report February 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* *Update: February 26 - Parish Council sign has been fixed to the door. Clerk to obtain quote for larger Sports Pavilion sign.*
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. *February 2026 - Cllr Bush and Ong to discuss – any update?*
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 now the 13th March*
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. *£12k grant awarded*. Awards4All £20,000 for the wheelchair carousel, including associated access works. *Ongoing agenda item*.
Minute 9, Full Council 22.10.25	To consider the next steps for the mobile phone mast	*Ongoing Agenda Item –* *February 2026 - The company confirmed there are positive discussions with landowners and they are hoping to have a consultation soon*
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. *February 2026 – No update - Cllr bush will follow up.*
Minute 18, Full Council, 22.10.25	To consider and agree a reserves policy	*The Reserves Policy was approved at Full Council 25.2.2026*
Minute 24, Full Council, 22.10.25	Youth hall carpark drainage	*Cllr Morgan referred to his report and confirmed the bore hole is clear. He's confident that it will work. This issue is getting the water from the car park to the bore hole as there is no slope in the car park. The solution might be to slope down 2m from the fence line. Cllr Bush asked if we can get quotes in to carry out this work.* *Action: Clerk to contact Benny Gould and ask him to get in touch with Cllr Morgan.*
Minute 11 Full Council, 26.11.25	Re: Huntick Road 40mph scheme	*February 2026 – Dorset Council advised the PC that there will be a public consultation soon for various locations/speed limits, including Huntick Road.* *Action: Clerk to reply saying the Parish Council are wholeheartedly supporting this proposal.*
Minute 13, Full Council 28.1.26	Kebab Van	Friday and Saturday nights were agreed but they don't plan on starting until April. I will issue a licence agreement and invoice in the new financial year.

Allotments Update

2 new tenants
1 plot available (one of the tenants took a whole plot rather than a half)
Plot 20 needs clearing before new tenants can take it on. The previous tenant has been asked to clear but has left glass, wood and tyres. I am looking for quotes to get it cleared.

Cemetery Report

Nothing to report.

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/2025/03026	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.	Awaiting sign-off Jan 2026
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,	**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	Out to consultation

		sustainable drainage infrastructure, new open space, landscaping and associated infrastructure		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.	
P/FUL/2025/03720	36 Glebe Road Lytchett Matravers BH16 6EH	Erect a detached house with associated garage, parking and landscaping	**NO OBJECTION**		Granted 29.1.26
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.	Awaiting sign off
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	Granted 16.2.26
P/HOU/2025/07343	26 Old Pound Close Lytchett Matravers BH16 6BW	Two storey rear extension to include part conversion of existing loft. Reduce the	**No Objection**		Withdrawn 2.2.26

		garage to a single garage. Extend rear patio			
P/CLE/2026/00420	Land to the south of Huntick Road Lytchett Matravers	The cabin building and for the purpose of enjoying recreational use of the land. The ability to make hot food and drink and general welfare facilities within the cabin. Application for Certificate of Lawfulness – Parish Council Response	**Objection**	Several assertions in the application are fundamentally incorrect. 1. Lytchett Matravers Parish Council previously wrote in 2003 and 2004 requesting removal of the hut; therefore, the claim that it has been on site since 1999 should be considered nullified. 2. The application contains factual inaccuracies: a. No water supply exists on the site. b. No drainage is provided. c. There has been no activity on the site. d. The site was only cleared in 2025. (Members of the Parish Council are prepared to testify to these details). 3. Dorset Explorer records this land as registered common land. It was **RESOLVED** that the Parish Council **OBJECT** to the above Certificate of Lawfulness.	Out to consultation

Appendix 4

Lytchett Matravers Parish Council

Summary Report – Dorset Council Highways WG

Feb 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". **Feb 2026 update – DC will not allow Crossing patrol on zebra so have served redundancy despite LMPC committing to fund the position.**
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 criteria 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]
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 A: Traffic Speed Survey data Dec 2024

Hi Tim,

Please find attached the results of the surveys carried out in Lytchett Matravers and summarised below

Site 2154 – Huntick Road

DIRECTION		5 DAY AV. FLOW	7 DAY AV. FLOW	7 DAY AV. 85%ILE	7 DAY AV. MEAN
1	Eastbound	1398	1304	37.9	32.3
2	Westbound	1430	1279	32.3	27.7

Site 2452 – Wareham Road (N of Spinneys Lane)

DIRECTION		5 DAY AV. FLOW	7 DAY AV. FLOW	7 DAY AV. 85%ILE	7 DAY AV. MEAN
1	SOUTHBOUND	1285	1163	29.2	22.4
2	NORTHBOUND	1409	1266	31.1	24.2

Site 3903 – High Street

DIRECTION		5 DAY AV. FLOW	7 DAY AV. FLOW	7 DAY AV. 85%ILE	7 DAY AV. MEAN
1	WESTBOUND	929	943	29.2	23.7
2	EASTBOUND	876	824	29.2	24.3

Site 3904 – Wareham Road (S of Wimborne Rd)

DIRECTION		5 DAY AV. FLOW	7 DAY AV. FLOW	7 DAY AV. 85%ILE	7 DAY AV. MEAN
1	SOUTHBOUND	1326	1223	33.6	29.0
2	NORTHBOUND	1381	1283	31.1	26.7

Regards

Joe

where existing mean speeds provide a realistic opportunity for compliance: DfT guidance states that 20mph schemes should be self-enforcing. If the mean speed is already at or below 24mph, introducing a 20mph speed limit through signing alone is likely to lead to general compliance with the new speed limit. Means speeds above 24mph are likely to require additional traffic management or enforcement measures.

Appendix 5

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 promoted 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 18th. February 2026. Dorset Council not challenging HM Government Housing numbers.
16. Revised NPPF is out for consultation and its final shape will encompass National Development Management policies.
17. National and Dorset Council Design Codes in preparation and expected March/April 2026. WG assessing design guidelines for housing opportunity sites in DCLP consultation.
18. WG reviewing policies in 2017 Neighbourhood Plan in light of DCLP consultation response and to guide planners in their deliberations.

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 6

Lytchett Matravers Parish Council

Summary Report – Youth Hall WG – February 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 and maintenance 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.

Dorset Youth run the Youth Club under LMPC contract due to expire 31/03/2026.

Status/Next Steps:

1. Plans to address the car park drainage and levelling is presented to this meeting.
2. St. Aldhelms Charitable Trust £25,000 + interest grant to be used for 3 years support of Dorset Youth delivery

Financial Forecast: **(£000's, excluding VAT)**	**2025-26** **Budget £20,000**	**2026-27** **Budget £20,000**	
Expense to date			
Water	£276.29		
Electricity	£1,859.54		
Internet	£10.00		
Cleaning	£700.00		
Waste Bins Collections	£199.98		
Repairs/Maintenance BAU	£472.64		
Dorset Youth	£10,860.00		
Other	£514.57		
Sub-Total BAU	**£14,713.02**		
One Off Costs*	**£14,489.00**		
Total	**£29,202.02**		
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**		

Financial Forecast: (£000's, excluding VAT)	2025-26 Budget £20,000	2026-27 Budget £20,000	
Income Received to date Grant 2nd year £6,000 Operational Total to date	£2,444.50 £6,000.00 (£6,268.52)	£	

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

Appendices: None

Appendix 7

Lytchett Matravers Parish Council

Summary Report – VILLAGE ENVIRONMENT WORKING GROUP

February 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 – Await DC response re asset transfer, then Highway Consultant req'd.
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 – Upper part to be tarmaced 3x cross drainage channels req'd to sloping section.
7. Tesco frontage – Tesco funding seems unlikely. Highways Consultant req'd to prepare s278.

Dependencies:

DC Highways + Planners + Estates + Funders

Status/Next Steps

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 Sports Pre App 2000		
Forecast		Various 20 Sports Area 13 Tesco frontage 75	
Total	24	108	