Lytchett Matravers Parish Council

Minutes of the

FINANCE AND GENERAL PURPOSES COMMITTEE
Meeting held on Wednesday 14th May 2025
in the Youth Hall, Lytchett Matravers, BH16 6BD

1. **PRESENT:** Cllrs R Aspray (Chair), R Ong (Vice Chair), A Huggins, K Morgan and Mrs Julie Wigg (Parish Clerk)

The meeting started at 7pm

PUBLIC PARTICIPATION:
No members of public in attendance.

2. **APOLOGIES:** A Bush, K Korenevsky, P Webb, V Abbott, M Rigby

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

4. **TO RECEIVE AND APPROVE MINUTES OF THE FINANCE & GEN PURPOSES COMMITTEE MEETING HELD ON 9th APRIL 2025.**

   These minutes were accepted as a true record of the meeting and were duly signed by the Committee Chair

5. **TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS. (Clerks Report, including allotments and planning applications).**
   The following matters were included in the Clerk's report of past subject matters. [nb: comments made, or decisions taken at the meeting are shown in italics) **(Appendix 1)**

Minute No	Action Point	Progress
F&GP, 13 December, Minute 19 And F&GP 8th January Minute 11	Resolve light outside Tesco and Pharmacy	Cllr Abbott reported that they are waiting for a refurbishment which has been postponed. Cllr Abbot will monitor. *Cllr Ong reported there is a light there that doesn't appear to be working.* ***Action: Clerk to write to landlord and ask them to fix or provide new light.*** ***Awaiting response (12.5.2025)***
F & GP 12th June, Minute 11	To confirm and approve signatories against each of the Parish Council's bank accounts. Clerk to contact banks	***Pending HSBC and Santander.***
F&GP 11th December, Minute 8	To consider a proposal for adopting a resilience planning policy and procedure	*Cllr Ong and Cllr Huggins agreed to form a working group, additional volunteers welcome.* ***Ongoing***
F&GP 11th December, Minute 9	Proposal to create and maintain a parish council asset register	*Cllr Ong and Cllr Aspray agreed to form a working group, additional volunteers welcome.* ***Ongoing***
Minute 10, 12th February F&GP	Bin audit	*Continue with audit. Once map finalised Cllr Morgan will update bin locations on to Parish Online*
Minute 14, 12th March F&GP	To remove the hedge outside the entrance to the Astro path	*Awaiting 3 quotes*
Minute 27.2, 12th March F&GP	Complaint from resident about overgrown Leylandi hedge bordering their property on Foxhills Road.	*Cllr Bush and Clerk met with Zoe from Aster. Aster's map shows the resident own the hedge. The resident says its Aster. Zoe will speak to their Estate manager to see if he will consider helping. Clerk emailed DC to ask for advice – they said as its privately owned there's nothing they can do.*
Minute 11, 9th April F&GP	Replace ply to skate ramp	*Councillors agreed to remove ply and not replace. Ply now removed.*

6. **TO RECEIVE AND NOTE THE 2025-26 YEAR TO DATE BANK RECONCILIATION (FOR PURPOSES OF REPORT ONLY).**

   A copy of the bank reconciliation was made available to all members ahead of the meeting and is attached at **Appendix 2**.

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

7. **TO RECEIVE AND CONSIDER A REPORT COVERING 2025-26 COUNCIL INCOME AND EXPENDITURE (FOR PURPOSES OF REPORT ONLY).**

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

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

8. **6/2021/0282 LAND EAST OF WAREHAM ROAD LYTCHETT MATRAVERS PHASED RESIDENTIAL DEVELOPMENT OF SITE FOR 95 DWELLINGS, NEW VEHICULAR AND PEDESTRIAN ACCESS ONTO WAREHAM ROAD AND OTHER ASSOCIATED WORKS INCLUDING LANDSCAPING AND OPEN SPACE.**

   The Parish Council consider the proposed development of 95 dwellings on the Wareham Road site contradicts the sustainable planning principles outlined in both the 2017 Neighbourhood Plan and the Purbeck Local Plan. Unlike Flowers Drove and Blaneys Corner, this site is well outside a 10-minute walk from village amenities, making car dependency inevitable. This fails to support local facilities and undermines sustainable transport objectives.

   The layout as submitted is a disconnected cul-de-sac with a single road access onto Wareham Road, posing significant traffic congestion and safety risks, particularly during peak hours. This design disregards connectivity opportunities to the north and northeast, areas also controlled by Wyatts and likely to be included in the Dorset Local Plan. A more integrated layout is essential for safe pedestrian routes, reduced traffic impact, and improved community cohesion.

   We also raise concerns over child safety due to narrow front gardens directly facing busy roads, insufficient play area connectivity, and inadequate traffic calming measures. A Home Zone approach with pedestrian-priority clusters and green corridors should be considered to enhance safety and community interaction.

   This development, as currently designed, does not contribute positively to the village fabric nor provide a safe, sustainable living environment. Significant layout revisions are necessary to meet planning policies and community expectations.

   It was **RESOLVED** that the Parish Council **OBJECT** to the planning application

9. **TO CONSIDER A RECOMMENDATION TO FULL COUNCIL TO APPROVE A PAY INCREASE FOR THE VILLAGE HANDYMAN IN ACCORDANCE WITH THE NATIONAL LIVING WAGE.**

   It was **RESOLVED** to recommend to Full Council that a pay increase is **APPROVED** and is automatically given each year.

10. **TO RECEIVE A REPORT FROM CLLR ONG ON THE SCRIBE BOOKINGS SYSTEM AND CONSIDER A RECOMMENDATION TO FULL COUNCIL REGARDING SUBSCRIPTION TO THE SERVICE (APPENDIX 3)**

    It was **RESOLVED** to recommend to Full Council that a subscription to the Scribe Booking System is **APPROVED.** Initially this would cover the Youth Hall with a plan to extend it for use for other PC buildings.

11. **TO REVIEW AND APPROVE THE UPDATED RISK ASSESSMENT FOR ELDON'S POND (APPENDIX 4)**

Councillors wanted to express their thanks and appreciation to Sharon Morgan for all her work in planting and landscaping the area.

It was **RESOLVED** to recommend to Full Council that the Risk Assessment for Eldon's Pond is **APPROVED** and adopted with minor amendments to be made.

12. **TO CONSIDER A RECOMMENDATION TO FULL COUNCIL TO APPROVE THE APPOINTMENT OF JOHN CHILD TO CUT THE WAR MEMORIAL HEDGE UP TO 3–4 TIMES PER YEAR, AT A MAXIMUM COST OF £100 PER CUT.**

It was **RESOLVED** to recommend to Full Council that John Child is **APPROVED** to cut the hedge 3-4 times per year at a maximum cost of £100 per cut.

13. **TO CONSIDER A RECOMMENDATION TO FULL COUNCIL TO APPROVE THE PARISH COUNCIL'S INSURANCE RENEWAL.**

It was **RESOLVED** to recommend to Full Council to **APPROVE** the renewal of the Parish Council's insurance.

14. **TO RECEIVE QUOTES AND CONSIDER A RECOMMENDATION TO FULL COUNCIL TO APPROVE A QUOTE FOR THE YOUTH HALL LIGHTING**.

Cllr Ong reported that he's struggling to get more than one quote so will defer to Full Council.

15. **TO RECEIVE A QUOTE AND CONSIDER A RECOMMENDATION TO FULL COUNCIL TO PURCHASE A BENCH TO PLACE IN THE DOG FIELD**.

It was **RESOLVED** to make a recommendation to Full Council to **APPROVE** to purchase a BLACK bench for the dog field.

16. **TO RECEIVE A QUOTE AND CONSIDER A RECOMMENDATION TO FULL COUNCIL FOR THE IMPLEMENTATION OF A CREDIT-BASED CARD SYSTEM FOR ACTIVATION OF ASTRO FLOODLIGHTS.**

It was agreed to defer to F&GP as we are still awaiting the quote.

17. **TO RECEIVE A PRESENTATION ON PLAY EQUIPMENT OPTIONS AND CONSIDER THE NEXT STEPS**.

Cllr Huggins delivered a well-received presentation outlining various play equipment options. Councillors provided feedback and requested that Cllr Huggins approach the suppliers with suggested adjustments for further consideration. It was agreed to have a display with play equipment at the Summer Festival event

18. **TO RECEIVE A QUOTE A CONSIDER A RECOMMENDATION TO FULL COUNCIL TO INSTRUCT AEC TO CARRY OUT FIRE RISK ASSESSMENTS ON THE PARISH COUNCIL'S BUILDINGS.**

The Clerk reported that a further quote had been received from The Fire Compliance & Safety Bournemouth Ltd and asked for it to be considered.

It was **RESOLVED** to recommend to Full Council that the quote from Fire Compliance & Safety Bournemouth Ltd is accepted.

19. **TO RECEIVE THREE QUOTES AND CONSIDER A RECOMMENDATION TO FULL COUNCIL FOR THE HEDGE/TREE CLEARANCE AT THE ASTRO.**

It was agreed to defer to Full Council as only one complete quote has been received.

20. TO RECEIVE THE FOLLOWING UPDATES FROM THE VEWG

20.1 Tesco Island, Noticeboards, High Street Crossing and Eldon's Pond.
The report was noted.

21. TO RECEIVE A REPORT/REVIEW OF THE VE DAY 80 EVENT (APPENDIX 5)

The report was noted

22. TO CONSIDER ITEMS FOR THE PARISH MAGAZINE

22.1 Eldon's Pond
22.2 Ideas for play area
22.3 NP consultation on June 28th at the Summer Festival
22.4 Thanks to everyone who helped with the VE Day celebrations and made it such a success

23. TO NOTE CORRESPONDENCE RECEIVED.

23.1 VH complained that the football club have been using the toilets on a Tuesday evening in the VH rather than the Sports Pavillion. Cllr Morgan queried why the Sports Pavillion isn't opened. Cllr Morgan to speak to Cllr Bush and ask why they're not using the pavilion toilets.

23.2 Cllr Morgan reported he has received a request from a resident asking that the path coming past the pond is regraded so its less steep. Cllr Aspray asked Cllr Morgan to obtain quotes.

23.3 The Clerk reported that she had received a complaint from a resident about dogs off the lead on the recreation ground and asked if we could improve signage. Councillors felt that the signage around the Recreation ground was adequate.

The meeting closed at 8.50pm

Annotated by Julie Wigg (Parish Clerk)

and approved by Cllr R Aspray Chair of committee _____