MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Annual Meeting of the Parish Council and Full Council Meeting
Wednesday 27th May 2026 at 7.00 p.m.
in the Blanchard Room, Lytchett Matravers Village Hall.

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

Also present: Dorset Councillor A Brenton

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)

One member of public who attended to discuss the provision of a public lavatory and highlighted the importance of accessible facilities within the village. She explained that the Women's Institute strongly supports the provision of public toilets and would be willing to assist in any capacity required, including fundraising and community engagement. It was reiterated that she was speaking in a personal capacity rather than formally on behalf of the WI, and reference was also made to the Bystanders Campaign. The potential provision of a Changing Places toilet was discussed, with Cllr Ong suggesting that this option would be worthwhile investigating further. Cllr Morgan explained that he had requested this item be included on the agenda in order to seek the Council's approval to investigate further the viability and potential costs of providing a public toilet within the village.

DORSET COUNCILLORS' REPORT
The report was noted. **(Appendix 1)**

Cllr Brenton explained that discussions are currently taking place regarding boundary ward changes but reassured those present that the proposals would not affect Upton.

Cllr Huggins expressed disappointment to Cllr Brenton that Wyatt Homes appear to have secured a special dispensation exempting them from paying CIL contributions. He explained that the Parish Council has significant aspirations for future projects and had been relying on CIL income from the various Wyatt developments to help support these ambitions. Cllr Morgan asked whether Cllr Brenton could raise the matter with Dorset Council and seek to influence a change to the decision. All councillors agreed that the situation is extremely concerning, and Cllr Brenton agreed to investigate the matter further.

1. **ELECTION OF COUNCIL CHAIR AND RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE.**
Cllr Bush was elected Chair for the ensuing year. As Cllr Bush was not present at the meeting, it was **RESOLVED**, in accordance with Section 83(4)(c) of the Local Government Act 1972, to permit the Declaration of Acceptance of Office to be signed at or before the next meeting of the Council.

2. **ELECTION OF COUNCIL VICE CHAIR AND RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE.**
Cllr Huggins was nominated by Cllr Aspray and the nomination was seconded by Cllr Morgan. There being no other nominations Cllr Huggins was duly **ELECTED** and signed the Acceptance of Office accordingly.

3. **ELECTION OF CHAIR FOR THE FINANCE & GENERAL PURPOSES COMMITTEE AND RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE.**
Cllr Ong was nominated by Cllr Baker, and the nomination was seconded by Cllr Huggins. There being no other nominations Cllr Ong was duly **ELECTED** and signed the acceptance of Office accordingly.

4. **ELECTION OF VICE CHAIR FOR THE FINANCE & GENERAL PURPOSES COMMITTEE AND RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE.**
Cllr Aspray was nominated by Cllr Huggins, and the nomination was seconded by Cllr Webb. There being no other nominations Cllr Aspray was duly **ELECTED** and signed the acceptance of office accordingly.

5. **TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE.**
Cllrs A Bush, K Korenevsky, V Abbott

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

7. **TO RECEIVE AND APPROVE THE MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON THE 28TH MAY 2025.**

The minutes of the Annual Meeting of the Parish Council held on the 28th May 2025 were noted.

8. **TO RECEIVE AND APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 22ND APRIL 2026.**

It was **RESOLVED** to **APPROVE** the minutes of this meeting as a true record of it.

9. **TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS ON THE MINUTES OF THE FULL COUNCIL, 22ND APRIL 2026 – SEE CLERKS REPORT. (Appendix 2)**
The report was noted.

10. TO RECEIVE AND NOTE THE CONTENT OF THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 13TH MAY 2026.

The minutes of the Finance & General Purposes meeting held on the 13th May 2026 were noted.

11. TO CONSIDER THE FOLLOWING RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF THE 13TH MAY 2026.

11.1 TO CONSIDER THE RECOMMENDATION FROM F&GP THAT THE TENDER DOCUMENTATION FOR THE ROCKET PARK REFURBISHMENT PROJECT IS APPROVED AND THAT THE TENDER PROCESS COMMENCE.

It was **RESOLVED** that the tender document for the Rocket Park Refurbishment project is **APPROVED** and that the tender process commence.

12. TO CONFIRM THE PARISH COUNCILS ELIGIBILITY TO EXERCISE THE GENERAL POWER OF COMPETENCE.

It was **RESOLVED** that the Council meets the two eligibility criteria, and can therefore utilise this power:

i. At least two thirds of members are declared elected[1] and
ii. The clerk holds an appropriate qualification[2].

13. TO CONSIDER AND APPROVE REPRESENTATIVES OF THE DAPTC AREA AND LARGER COUNCILS' COMMITTEES.

Cllr's Ong and Aspray agreed to continue as representatives of the DAPTC.

14. TO CONSIDER AND APPROVE REPRESENTATIVES TO THE FOLLOWING WORKING GROUPS: -

14.1 Highways Working Group (DCHWG)
Chaired by Cllr Huggins including Cllr's Webb, Bush, Morgan and Aspray.

14.2 Neighbourhood Plan Working Group (NP2WG)
Chaired by Ralph Watts including Cllr's Baker, Aspray, Morgan, Bush, Webb and Dave Ireson.

14.3 Youth Hall Working Group (YHWG).
Chaired by Cllr Ong, including Cllr Bush

14.4 Village Environment Working Group (VEWG).
Chaired by Cllr Morgan, including Cllrs Bush, Huggins, Korenevsky and Abbott.
Sports Facilities Working Group (SFWG**).**
Chaired by Cllr Webb, including Cllr Bush, Brad Sparks, Steve Risk, Simon Brown and Claire Parfitt

14.5 Village Hall representative – Cllr Baker.

[1] Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, Article 2 - sched, 2(a).
[2] Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, Article 2 - sched, 2(b): i.e. the Clerk holds the Certificate of Local Council Administration and has completed the "relevant training" – which was required for the purpose of gaining the CiLCA qualification

15. CHAIR'S ANNOUNCEMENTS.

Cllr Huggins thanked the Clerk for her hard work in coordinating the Internal Audit and preparing the Annual Governance and Accountability Return (AGAR).

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

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

17. TO RECEIVE AND NOTE THE AGAR 31/03/2026 INTERNAL AUDIT REPORT SIGNOFF BY THE INTERNAL AUDITOR, ROSIE DARKIN-MILLER; AND TO RECEIVE AND CONSIDER MRS DARKIN MILLER'S REPORT AND RECOMMENDATIONS TO THE PARISH COUNCIL ON MATTERS IDENTIFIED DURING THE INTERNAL AUDIT PROCESS.

The report and recommendations were received and noted.

18. TO CONSIDER AND APPROVE THE ANNUAL GOVERNANCE STATEMENT (SECTION 1) OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR THE YEAR ENDING 31 MARCH 2026.

It was **RESOLVED** to **APPROVE** section 1 of the AGAR.

19. TO CONSIDER AND APPROVE THE ACCOUNTING STATEMENTS IN SECTION 2 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR THE YEAR ENDING 31ST MAR 2026.

It was **RESOLVED** to **APPROVE** section 2 of the AGAR.

20. TO APPROVE THE DATES FOR THE EXERCISE OF PUBLIC RIGHTS.

It was **RESOLVED** to **APPROVE** the Exercise of Public Rights period key dates of:-

- Announcement/publication date: Tuesday 2 June 2026
- Period starts: Wednesday 3 June 2026
- 30 working day period ends: Tuesday 14 July 2026

21. TO CONSIDER AND APPROVE THE INSURANCE QUOTATIONS RECEIVED AND APPOINT AN INSURER FOR THE FORTHCOMING POLICY PERIOD.

As only one insurance company quoted it was **RESOLVED** to **APPROVE** the insurance quotation of £3,523.05.

22. TO CONSIDER AND APPROVE A QUOTE FOR CANCELLATION INSURANCE FOR THE SUMMER FESTIVAL AT A COST OF £159.00.

It was **RESOLVED** to **APPROVE** the quote for cancellation insurance at a cost of £159.00.

23. TO CONSIDER AND APPROVE THE CLOSURE OF THE LYTCHETT MATRAVERS ASTRO AFTER 6:00PM IN RESPONSE TO RECENT INCIDENTS OF VANDALISM.

In Cllr Abbotts absence, Cllr Huggins explained that her proposal was to consider locking the astro overnight at weekends, specifically on Friday and Saturday nights. Cllr Aspray suggested that a combination lock could be installed to facilitate this. Cllr Webb agreed to discuss the matter with the Sports Club and report back to the Finance & General Purposes Committee.

24. TO CONSIDER THE PROVISION OF A FULLY ACCESSIBLE PUBLIC LAVATORY IN THE VILLAGE CENTRE, INITIALLY THROUGH ADAPTATION OF THE PAVILION REFEREE'S CHANGING ROOM AND SUBSEQUENTLY AS PART OF ANY REDEVELOPMENT OF PARISH COUNCIL-OWNED LAND FRONTING THE HIGH STREET, WITH INCLUSION IN THE REVISED NEIGHBOURHOOD PLAN.

Cllr Morgan reported that the estimated cost of converting the sports pavilion changing room into a public lavatory would be in the region of £10,000–£15,000, with ongoing running costs of approximately £10,000 per year. Councillors continued to discuss a number of potential options for the provision of a public lavatory, including the possibility of utilising facilities at the library. Cllr Morgan asked the Parish Council to agree in principle to the provision of a public lavatory, enabling further investigations to be undertaken. Councillors gave their approval so Cllr Morgan will investigate further.

25. TO CONSIDER AND APPROVE THE NEW DORSET YOUTH CONTRACT TO DELIVER YOUTH CLUB SERVICES FROM 01/04/2026 TO 31/03/2028. 2026/27 COST £13,640; 2027/28 ESTIMATED £14,340.

It was **RESOLVED** to **APPROVE** the new Dorset Youth Contract to deliver Youth Club Services from 01/04/2026 to 31/03/2028. 2026/27 COST £13,640; 2027/28 ESTIMATED £14,340.

26. TO CONSIDER PERMITTING PAYMENTS WITHIN APPROVED FULL COUNCIL AND F&GP LIMITS TO BE AUTHORISED AT EACH MEETING RATHER THAN ONCE MONTHLY.

It was **RESOLVED** to **APPROVE** the making of payments at both Full Council and Finance & General Purposes Committee meetings, within the limits set out in the Financial Regulations. The Clerk was asked to review the Financial Regulations to ensure that this arrangement is permitted and, if confirmed, the new process may be implemented.

27. P/HOU/2026/02666 WOODSIDE FLOWERS DROVE LYTCHETT MATRAVERS BH16 6BX. ERECTION OF CARPORT AND STORE.

The Parish Council **OBJECTS** to the above planning application due to the unacceptable impact on the adjoining properties.

28. P/CLE/2026/02594 CERTIFICATE OF LAWFULNESS. LAND LYING TO THE SOUTH OF HUNTICK ROAD LYTCHETT MATRAVERS - CABIN BUILDING.

The Parish Council **OBJECT** to the certificate of lawfulness for the following reasons:

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.

29. P/HOU/2026/02796 BRACKENDALE DEANS DROVE LYTCHETT MATRAVERS BH16 6EQ - SINGLE STOREY REAR & FRONT PORCH EXTENSION, RENDER PART OF FIRST FLOOR WALL, ADD ROOFLIGHT TO SNUG

The Parish Council **OBJECTS** to the above planning application due to the unacceptable impact on the adjoining properties.

30. TO RECEIVE A REPORT FROM THE HIGHWAYS WORKING GROUP (DCHWG).
The report was noted. (Appendix 4)

31. TO RECEIVE A REPORT FROM THE NEIGHBOURHOOD PLAN 2 WORKING GROUP (NP2WG). (Appendix 5)
The report was noted.

32. TO RECEIVE A REPORT FROM THE LYTCHETT MATRAVERS YOUTH HALL WORKING GROUP (YHWG). (Appendix 6)
The report was noted.

33. TO RECEIVE A REPORT FROM THE VILLAGE ENVIRONMENT WORKING GROUP. (VEWG) (Appendix 7)
The report was noted.

34. TO RECEIVE A REPORT FROM THE SPORTS FACILITIES WORKING GROUP (SFWG).

Cllr Webb gave a verbal report and advised that, at present, the majority of discussions are focused on the potential transfer of the sports complex. Consideration is also being given to possible future uses of the site, with work ongoing to develop a reasonably detailed plan and to identify potential grant funding opportunities.

35. TRAINING BY MEMBERS OR THE CLERK IN THE PAST MONTH (FOR THE PURPOSES OF REPORT ONLY).
None

36. 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.

37. TO NOTE CORRESPONDENCE RECEIVED.
None

The meeting ended at 8.55pm

Annotated by Julie Wigg, Parish Clerk

Signed_____Vice Chair

Appendix 1

DC Report May 2026

A programme of community conversations will be delivered during 2026 to support stronger place-based working and local decision-making. This approach should bring together councillors, town and parish councils, voluntary groups and partners to explore local needs, test approaches and shape future neighbourhood governance. Insights from these conversations will inform policy, governance and budget decisions from 2027 onwards. The approach is intended to become a repeatable way of working rather than a one-off exercise. Importantly, the process of community conversations aims to build trust between Dorset Council and local partners, create a space for genuine co-design and further empower local leadership to build community resilience. The new Enterprise Resource Planning (ERP) and digital transformation (2025–2029)Implementation of new core HR, payroll and finance systems, alongside wider digital investment, should provide more consistent processes, better data and as a result stronger decision-making, supporting the council's long-term sustainability.

The last winters floods and storms and forecasts of more difficult weather conditions, should focus minds on building emergency resilience into all Parish & Town Council plans. I attended one of these meeting in a cynical frame of mind but now think it could be a pragmatic way forward. The old regional DAPTC meetings never achieved much and having lost a layer of local government, Area committees which get many different groups together may be helpful.

The government has a consultation out on proposed changes to Permitted Planning rules on non-domestic buildings. Basically less than 30m with a sweep span specified and not in designated area. The consultation runs until 10June if you submit separate answers.

The recent spate of Planning Applications where the affordable housing element has suddenly become non-viable is worrying all the Planning committees, we are not sure if additions to the Local Plan will help. I have asked the Cabinet member for Planning and head of Planning if there is any way we can stall planning permissions until this is sorted, but do not hold out much hope. The Housing Board has been investigating the second home policies (PRPs) introduced in Cornwal and other area to see if they have worked in reducing second home numbers. New build homes cannot be offered as second homes but buyers have just kept buying existing properties. Studland has the highest % of second homes in Dorset at 27% Lytchett Matravers has 12 second homes which is 1%.

The Dorset childrens services received a very good Offsted report and going forward the service provision for children seems to have gained momentum, you will see more information about Fostering and safeguarding. The Local Action group had a very good session on NEETS and factors which cause young people not to find work or education. The follow up was with Council Officers about increasing bus availability. Not sure if progress has been made. There is a pilot project on transport for young people but looks like it will be around Bovington.

The Dorset Local Access forum asked me to put a question to Full council about the delayed ROWIP which was due 5 years ago. This was mostly to publicise the fact that no progress seems to have been made. The answer was that it would come forward for discussion in July.

The plans for a large Solar farm at Lytchett Minster on Lees land but with green Nation will be held at the Upton Social club on Tuesday 2nd June. From 2pm.

Appendix 2

Agenda Item 9. Clerks Report May 2026

Minute	Action Point	Progress
Minute 8, Full Council 22.10.25	Signs for Parish Office, Youth Hall and Sports Pavilion.	*May 2026 Sports Pavilion sign, noticeboard signs and noticeboard transfers on order. .*
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.*	*April 2026 - Asset register updated* *Cllr Baker and Clerk to investigate platforms for recording and monitoring PC assets – to be discussed at June Full Council*
Minute 8 Full Council 22.1.25	2 vacancies to be filled by co-option	*May 2026 - 2 Vacancies advertised*
Minute 17, Full Council 23.4.25	Rocket Park refurbishment	Dorset Council Capital Leverage Fund (£17,400 20% of overall cost, for the complete refurbishment. *£12k grant awarded – still awaiting receipt of grant(May 2026)* *Work commencing on accessible roundabout mid-June.* *Rocket Park Refurb – see agenda item 11.1*
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	*May 2026 Action: Cllr Bush to chase – any update?*

Minute 25.2, Full Council, 25.2.26	A request was made for a volunteer to join the Village Hall Committee	*Roles to be allocated for all working groups following May Full Council meeting – see agenda item 14. Representative also required for VH committee.*
Minute 15.2, F&GP, 8.4.26	A request was made from a resident to dim/turn the light off on the Inpost Locker	*The Clerk emailed the resident to explain that, unfortunately, no immediate action could be taken; however, the resident remains dissatisfied with this outcome. Councillors agreed to explore alternative options, including applying a matt wrap to the unit to reduce glare and installing a PIR sensor system so that the lights are not illuminated continuously*
Minute 6.2, Full Council, 25.3.26	Order memorial bench for the Late Mr Bowsher. Mrs Bowsher to reimburse the PC	*Bench in place. Clerk to confirm invoice details and send invoice to Mrs Bowsher. Cllr Abbott will visit Mrs Bowsher and report back.*
Minute 18, Full Council, 22.4.26	Quote for Summer festival cancellation insurance	*See agenda item 22*
Minute 26.1 Full Council, 22.4.26 Minute 18.1, F&GP 13th May 2026	Clerk to contact Graham Stanley re: flooding at Peatons Lane also whether Dolmans Hill down to Peatons Lane is a ROW.	*Graham wasn't aware of this and said he'd speak to Cllr Brenton. I'm also waiting to hear back about the ROW.*

Allotments Update

May 2026

- Combination locks now installed.
- The previous tenant of plot 20 carried out some further clearing and it has now been taken over by a new tenant.
- Following several unanswered emails, I have terminated the tenancy agreement for Plots 50–51 as the plots are not being properly maintained.
- There are still 10 people on the waiting list.

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	Refused 15th April 2026

				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** **Further objection submitted May 2026**	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/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.	Granted 21.4.26
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	**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.	Refused 30.4.26

		drink and general welfare facilities within the cabin. Application for Certificate of Lawfulness – Parish Council Response		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.	
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.	**Objection**	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.	
P/HOU/2026/00989	Hopmans Farmhouse 77 High Street Lytchett Matravers	Mount 8x solar PV panels on the se facing garage roof slope, arranged around the existing dormer windows.	**No Objection**		Under officer consideration
P/LBC/2026/01991	Castle Farmhouse Castle Farm Road Lytchett Matravers BH16 6BZ	Replace existing half glazed timber panel door and frame to south aspect.	**No Objection**		Under officer consideration
P/FUL/2026/02004	Rose And Crown 178 Wareham Road Lytchett Matravers Poole BH16 6DT	Erection of a contemporary canopy of steel and aluminium construction to house two bbq smokers and a pizza oven.	**No Objection**		Withdrawn 18.5.2026

Appendix 3

Agenda Item 6. Payments to be made

To Whom	For What	Cost Code	Net	VAT	Total
Julie Wigg	Salary – May	101	1964.84	0.00	1964.84
Dorset Pension Fund	**Pension – May -** Employers Contribution Employees contribution	102	527.44 145.67	 0.00	673.11
HMRC	Income tax and national insurance – May	103	715.28	0.00	715.28
Idverde	St Marys Row Park Cemetery – Inv 10967212	284	415.56	83.11	498.67
Idverde	Sport and end of playing field Inv: 10967198 2 cuts	237	334.36	66.87	401.23
Idverde	Sport and end of playing field Inv: 10967202 1 cut	237	167.18	33.44	200.62
Rejuvenate	Monthly commitment – Invoice 31622 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 Invoice Inv 797	362	100.00	0.00	100.00
Chitter Chatter Club	Grant for club in Lytchett Matravers	163	600.00	0.00	600.00
SLCC	Membership 2026-27	138	316.00	0.00	316.00
Caloo	Repair to chest press SI 010045	235	495.00	99.00	594.00
*Amazon	Stationary Inv 1AEUI	303	8.91	1.78	10.69
*Amazon	Stationary Inv: AEUD	303	5.36	1.07	6.43
*Amazon	Stationary Inv: J65B1	303	14.99	3.00	17.99
*Amazon	Combination padlocks for allotments Inv: 7RAEUI	264	44.40	8.88	53.28
*Amazon	Bin liners Inv: BAEUD *Paid on charge card.	243	24.64	4.94	29.58

Amy Genge Childrens entertainer	Summer Festival	183	50.00	0.00	50.00
Danny T live music	Summer Festival	183	135.00	0.00	135.00
Heather Williams	Summer Festival	183	250.00	0.00	250.00
Skamageddon	Summer Festival	183	650.00	0.00	650.00
Get up and Bounce	Summer Festival Inv 13288	183	660.00	0.00	660.00
Hawkeye	Summer Festival Inv 231	183	1250.00	0.00	1250.00
GWP Medical	First Aid for summer festival Inv 1766	183	231.00	46.20	277.20
The Clarion Magazine	Summer Festival	183	40.00	0.00	40.00
D&P Warr	Astro cut Inv: 6696	343	150.00	30.00	180.00
Dorset Council	Extra Library hour Inv: 1801622143	161	1878.24	0.00	1878.24
Dorset Council	Sponsorship agreement for crossing Inv: 1801622318	522	7672.00	0.00	7672.00
Saregv Cleaning	Cleaning for sports pavilion 6 x £16	322	96.00	0.00	96.00
DAPTC	Membership 2026-27 Inv: 0540	138	1331.72	0.00	1331.72
AEC	Fire extinguisher Youth Hall – Inv: 245415	366	144.99	29.00	173.99
Dorset Planning Consultant	NP Revision Inv 1314	582	309.60	61.92	371.52
PR Home Improvements	Inv 119 – Welding allotment locks	264	100.00	0.00	100.00
Clear Councils	Insurance renewal May 2026 Inv: LCO02976	144	3,523.05	0.00	3,523.05
Goulds Groundworks	Youth Hall Car park Inv: 2096	366	6317.25	1263.45	7580.70
Goulds Groundworks	Youth Hall Car park Inv: 2049	366	600.00	120.00	720.00

Agenda Item 6. Payments already made.

To whom	For What	Cost code	Net	VAT	Total
O2	Parish Clerk Mobile Phone Inv: 44041854	306	12.50	2.50	15.00
Propel Finance Plc	Monthly repayment for LMPC Clerk's mobile phone	306	7.42	1.48	8.90
YuEnergy	Youth Hall Inv: 03854460	362	166.70	8.34	180.26
Wessex Internet	Monthly charges – Sports Club, Village Hall, Youth Hall Inv: 620846	175	3.00	0.60	3.60
Dorset Council Waste Services	Empty youth hall bins – Inv 2800496366	362	30.80	0.00	30.80
Scribe	Booking system monthly payment Inv 18065	305	26.00	5.20	31.20
Fletchamore	Rocket Park Path	243	6850.00	1370.00	8220.00

Appendix 4

Lytchett Matravers Parish Council

Summary Report – Dorset Council Highways WG

May 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, 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. Huntick Road Cycleway –Rozalia Meadows to Jubilee Walk. **Keep on plan but not for 2026, 2m footpath.**
2. High Street Crossing – **External consultants now hired to formalise plans.**
3. Tesco Island – **External consultants now hired to formalise plans**
4. 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. **DCH Have now suggested we consider 20mph throughout populated part of village. LMPC have commissioned 3 traffic surveys in support of this. Consultation at Village Fair. Might need more SIDS at LMPC expense.**
5. 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. **DCH running consultation on 40mph for whole vicinity**
6. 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. **Tied in with 6.**
7. 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.
8. 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. Could be tied in with 20mph (4.)**

Financial Forecast: **(£000's, excluding VAT)**	**2026-27**	**2027-28**	
Expense to date			
Forecast	210[1]	250[2]	
Total	210	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 – Neighbourhood Plan 2 Working Group

Monthly Report – May 2026

Working Group Objective:
To prepare a new Lytchett Matravers Neighbourhood Plan (LMNP2) with a target to have the plan ratified and adopted by the end of 2027.

Working Group Participants:
Rob Aspray, Jackie Baker, Alf Bush, David Ireson, Ken Morgan, Ralph Watts (Chair), Peter Webb

Background:
The Lytchett Matravers NP (LMNP1) was adopted in 2017. A review of the effectiveness of NP1 in Dorset Council Planning Decisions in 2018 (the first full year after adoption) identified a number of areas for improvement. In addition, there have been a number of significant changes since 2017 in local government in Dorset and in the National Planning Framework.

The Purbeck Local Plan was adopted by DC in 2024, identifying 3 allocated sites in Lytchett Matravers, which will deliver a total of 150 new homes. The emerging Dorset Local Plan is expected to deliver a further 500 to 600 new homes in addition.

Dependencies:
- Planning Policies in the emerging Dorset Local Plan – Draft due to be published in August 2026
- New Design Code for Dorset, expected to be adopted at the same time as the Local Plan
- New CIL Schedule for Dorset, expected to be adopted at the same time as the Local Plan

Conflicts of Interest:
- Two participants live adjacent to Housing Opportunity Sites in the Local Plan
- One participant is a Trustee of the Village Hall

Status/Next Steps:
9. Jo Witherden continues to provide advice, subject to funding by LMPC.
10. A Set of Objectives has been developed for NP2 from which policies will be derived.
11. The Neighbourhood Plan is now available as a 3rd Draft, with much of the context for Development Management Policies now prepared.
12. Agreement in principle has been reached with the DC for transfer of the Youth Hall/ACF sites and the field behind the Primary School to LMPC. Legal agreements and formal DC approval now required.
13. A new Project Plan is in place, setting a target for a Regulation 14 consultation in January/February 2027 followed by submission to the DC (in preparation for a Referendum) in August 2027.
14. A number of tasks have been assigned to NP2WG members to develop policies in different areas (eg Heritage, Employment, Climate Change, Nature Recovery, the Built Environment, Travel, Village Centre, Sports & Recreation) together with supporting evidence by the end of July.
15. Discussions are underway with the DC with the aim of securing Section 106 contributions towards Village Centre developments
16. Continue to engage with local developers, with an aim to influence designs for Housing Opportunity Sites.

Financial Forecast: **(£000's, excluding VAT)**		**2025-26**	**2026-27**	**2027-28**
Expense to date		5		
Forecast	Local NP Consultant Sundries		10	10
Total		5	10	10

Appendix 6

Lytchett Matravers Parish Council

Summary Report – Youth Hall WG – April 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, oversight 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.

Status/Next Steps:

1. Review Dorset Youth contract and submit to May FC.

Financial Forecast	**2026/27**	**2027/28**	**2028/29**
Expenses			
Water	£0.00	£0.00	£0.00
Electricity	£752.24	£0.00	£0.00
Internet	£0.00	£0.00	£0.00
Cleaning	£0.00	£0.00	£0.00
Waste Collection	£0.00	£0.00	£0.00
Repairs/Maintenance	£420.00	£0.00	£0.00
Dorset Youth	£0.00	£0.00	£0.00
Other	£0.00	£0.00	£0.00
Total	**£1,172..24**	**£0.00**	**£0.00**
Hire Income	£150.00	£	£
Grant Received	£8,333.00	£8,333.00	£8,333.00
Total	**£8,483.00**	**£8,333.00**	**£8,333.00**
Net Position	**Credit £7,310.76**		

Appendices: None

Appendix 7

Lytchett Matravers Parish Council

Summary Report – VILLAGE ENVIRONMENT WORKING GROUP

May 2026

Working Group Objective:

- Development and improvement of village amenities, principally within PC control
- Particular focus on Rec + Library Green areas + Cemetery

Working Group Participants:

Ken Morgan, Alf Bush, Andrew Huggins , Karen Korenevsky, Vicky Abbot.

Background:

1. Hannams Gate. Prepare spec. Obtain quotes.
2. Pond – Fenbce repaired abnd reinforced. Permanent signs ordered.
3. School Green Heritage Sign. Liaise History Group.
4. Cemetery –- Bund to be cut back. Planting required .
5. V Centre Planting – Information boards required.
6. Pond Walk – Now upgrade with tarmac to top section + drain channels.
7. Rocket Park – Planning new/replacement equipment.

Dependencies:

All within LMPC ownership and control – Only dependency is PC time and funding.

Status/Next Steps

Fit 'Dave Bowsher Memorial Bench' + Plaque,
Biodiversity + Pond Signing, Obtain tenders for Hannams Gate,

Financial Forecast: (£000's, excluding VAT)	**2025-26**	**2026-27**	**2027-28**
Expense to date	Notice Board 3 Pond 17 FP - Halls Hill 1		
Forecast		Signing/notices 2 Path Surface + drainage. 8 Rocket Park Scheme. 80 Hannams Gate 5 Fingerposts. 5 Pond fence upgrade 2	
Total	21	102	