MINUTES

of the meeting of
LYTCHETT MATRAVERS PARISH COUNCIL
Full Council Meeting
Wednesday 24th June 2026 at 7.00 p.m.
in the Blanchard Room, Lytchett Matravers Village Hall.

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

Also present: Dorset Councillors S Robinson, A Starr

The meeting started at 7pm.

PUBLIC PARTICIPATION SESSION (Standing orders suspended)
No one in attendance.

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

Cllr Robinson reported that Cllr Brenton had attended the Planning Committee meeting earlier today, where she raised concerns regarding highways access. Cllr Robinson noted that, if the Council wishes to see improvements made, it is important to continue pressing the issue, as these concerns do not appear to have been fully acknowledged. Councillors confirmed that highways access is included within the Council's list of objections and agreed that this point will be reiterated.

1. **TO RECEIVE AND CONSIDER APOLOGIES FOR ABSENCE.**
   Cllrs K Korenevsky, J Baker, V Abbott, R Aspray. Dorset Councillor A Brenton

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 CONSIDER THE APPLICATION RECEIVED FOR CO-OPTION TO FILL ONE OF THE VACANCIES ON THE PARISH COUNCIL AND, IF APPROPRIATE, APPROVE THE APPOINTMENT OF THE NEW COUNCILLOR.**

   Councillors voted unanimously to co-opt Matthew Hatchard as a Parish Councillor for Lytchett Matravers Parish Council. As he was unable to attend the meeting, it was **RESOLVED**, in accordance with Section 83(4)(c) of the Local Government Act 1972, that he be permitted to sign the Declaration of Acceptance of Office at or before the next meeting of the Council.

4. TO RECEIVE AND RESOLVE TO APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 27TH MAY 2026.

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

5. TO RECEIVE AND CONSIDER REPORTS OF PAST SUBJECT MATTERS ON THE MINUTES OF THE FULL COUNCIL, 27TH MAY 2026 – SEE CLERKS REPORT. (Appendix 2)
The report was noted.

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

The minutes of the Finance & General Purposes meeting held on the 10th June 2026 were noted

7. CHAIR'S ANNOUNCEMENTS.

Cllr Bush commented on the success of the Summer Festival, noting that it had been a fantastic event. He expressed his appreciation to all those involved in its organisation and thanked everyone whose hard work and planning contributed to its success.

8. TO APPROVE THE SCHEDULE OF PAYMENTS, INCLUDING THOSE MADE AND PENDING.

The schedule of payments was approved (**Appendix 3**)

9. TO CONSIDER ARRANGEMENTS FOR THE CLEANING OF THE SPORTS PAVILION.

Councillors agreed to defer this item until July Full Council.

10. TO RETROSPECTIVELY APPROVE THE TEMPORARY APPOINTMENT OF TERRAFIRMA MAINTENANCE TO UNDERTAKE THE HANDYMAN'S DUTIES DURING HIS PERIOD OF SICKNESS ABSENCE.

It was agreed to retrospectively approve the temporary appointment of Terrafirma Maintenance.

11. TO CONSIDER CLLR HUGGINS' PROPOSAL FOR A REPLACEMENT DEFIB CABINET AT THE CHEQUERS PUB.

It was **RESOLVED** to **APPROVE** Cllr Huggins' proposal for a replacement defib cabinet and installation at a total cost of £709 plus VAT.

12. TO NOTE APPROVAL UNDER DELEGATED POWERS TO APPROVE BCP'S QUOTATION OF £280 PLUS VAT FOR THE FABRICATION AND INSTALLATION OF A REPLACEMENT HANDLE FOR THE 'BEE SPRINGER' AT FOXHILLS PARK.

The Parish Council **NOTED** the approval under delegated powers of BCP's quotation of £280 plus VAT for the fabrication and installation of a replacement handle for the 'Bee Springer' at Foxhills Park.

13. TO CONSIDER AND APPROVE THE PURCHASE OF A LAWN MOWER FOR THE GUERRILLA GARDENERS, SUBJECT TO QUOTES RECEIVED.

It was **RESOLVED** to obtain quotations for the purchase of a lawn mower for use by the Guerrilla Gardeners.

14. TO APPROVE THE PURCHASE OF REPLACEMENT ORANGE HI-VIZ FOR THE GUERRILLA GARDENERS.

It was **RESOLVED** to **APPROVE** the purchase of replacement orange Hi-Viz. Cost to be confirmed.

15. TO APPROVE THE AMENDED MINUTES AS PER INTERNAL AUDIT RECOMMENDATIONS, INCLUDING F&GP 10TH DECEMBER 2025, 11TH MARCH 2026 AND FULL COUNCIL - 28TH MAY 2025, 28TH JANUARY 2026, 25TH FEBRUARY 2025.

The amended minutes were approved and signed.

16. P/PAAC/2026/03079 - PLOUGH POINT FARM DOLMANS HILL LYTCHETT MATRAVERS BH16 6HP CONVERSION OF HALF THE EXISTING BARN INTO A SINGLE DWELLING HOUSE.

The Parish Council **RESOLVED** to **OBJECT** to the above planning application on the grounds of principle, as it does not support development within the Green Belt. In addition, the barn was still in use for agricultural purposes.

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

17.1 To retrospectively approve the instruction of Fletchamore to investigate the feasibility of raising the sewer manholes beneath the Tesco Service Road, at a rate of £35 per hour plus VAT, with the final cost to be confirmed based on time spent. This task is part of the pre-work for the Tesco Island and the High Street crossing projects.

This work was successfully carried out (two out of three manhole covers were lifted) at a total cost of £126.00 (including VAT).

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

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

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

21. TO RECEIVE A REPORT FROM THE SPORTS FACILITIES WORKING GROUP (SFWG). (Appendix 8)

The report was noted.

Cllr Huggins queried whether the Sports Club had reached a decision regarding locking the Astro pitch. Following discussion, it was agreed that this would not be a practical solution. However, the Sports Club would note the pros and cons.
He also enquired about the possibility of installing PIR lighting at the Astro. Cllr Webb advised that he would raise this with the Sports Club and report back to the Council.

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

The Clerk attended Martyn's Law (Terrorism (Protection of Premises) Act 2025) training and attended the Larger Town and Parish Council's meeting.

Cllr Ong attended the DAPTC AGM.

23. 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).

The Clerk placed the order for the handle for the Bee Springer - See agenda item 12

24. TO NOTE CORRESPONDENCE RECEIVED.

24.1 Cllr Huggins reported that a local resident had raised concerns about the planters at the corner of Wareham Road Halls Road and asked whether they could be replaced. Cllr Morgan suggested that consideration be given to incorporating this area into a 'village gateway' scheme. Cllr Bush confirmed he will look into this.

24.2 Cllr Ong reported that donations raised at the Summer Festival totalled over £1,279. It was also noted that the overall cost of the event came in well under budget.

24.3 Cllr Ong confirmed that the cadets have confirmed that there is a leak.

24.3 The Clerk reported that unfortunately the grant application to 'Operation Relentless' was not successful.

24.4 Giles Nicholson (Dorset Council Ranger) has agreed to attend a future meeting to provide a short presentation on the proposed Right of Way improvement plan. The date is to be agreed.

The meeting ended at 8.20pm

Annotated by Julie Wigg, Parish Clerk

Signed_____Chair

Appendix 1

Ward Member Updates

Lytchett Minster & Upton Town Councils
June 2026

The past few months has seen a restructuring of the Exec and Senior Staff teams at Dorset Council with Steve taking on additional responsibilities, now including Health and Social Care. His focus is on developing strategic alignment between Health and Social Care, maintaining safe, effective frontline services while addressing sustained demand across adult social care and strengthening partnership working with NHS colleagues.

Dorset's Budget
Councillors are pleased to report that Dorset Council underspent it's budget by £116,000 in 2025/26. This quite remarkable achievement is unique in its history and has been in the face of considerable pressures from people services such as children's and adult care.

Upton Heath
We are very pleased to have seen the successful conclusion of the purchase of Upton Heath to the benefit of our communities. Dorset Council contributed £200k to the final cost of around £1.5m. Dorset Wildlife Trust will be able to manage it, as they do the rest of Upton Heath, with plans already in place to restore and protect the habitats of the six native species of reptile, the sixteen species of dragonfly and the countless other rare birds and plants that have made their homes on the Heath. The site is not only a Site of Special Scientific Interest (SSSI) but also a Special Area of Conservation (SAC), Special Protection Areas (SPA) and a RAMSAR site (relevant to its wetlands).

Community Conversations
The Community Conversations programme intends strengthening community engagement by working with local councils and partners to shape services. Lytchett Matravers and Upton are in group 13. This includes most of Purbeck and your councillors have raised concerns that this, whilst well intentioned, is unlikely to be successful when we are being asked to relate to Swanage and not Corfe Mullen. The invitation should go to all voluntary, community and faith groups, alongside Town and Parish Councils, health organisations and local partners to participate in a series of **Community Conversations** taking place across Dorset. These events are not formal consultations. They are an opportunity for open and honest conversations about how organisations can work together more effectively, how services can better reflect local needs, and how communities can play a greater role in shaping decisions that affect them. The first 'conversation' will be at Morden Village Hall on July 17th from 10am.

CQC assessment of Adult Social Care
Dorset has now received it's Care Quality Commission assessment following a five day inspection in November 2025 and preceded by nearly two years of realignment and development. Dorset was rated as "Good". Demand remains high, particularly for Hospital discharge support, Home care, Complex needs for older residents. Steve is working closely with NHS Dorset to:

- Improve discharge pathways and reduce delays
- Ensure safe returns home with appropriate care packages
- Address system pressures through regular joint planning

On 8th June Steve relaunched Dorset's Shared Lives Programme

Shared lives is one of the most compassionate and effective forms of adult social care in the county, offering adults who need support the chance to live as part of a welcoming household rather than in traditional residential settings. Shared Lives carers - normal everyday people- open their homes to provide long-term placements, short breaks and day support for people with learning disabilities, autism, mental health needs and older residents. The model is built on trust, stability and genuine human connection, enabling people to live with greater independence, confidence and belon

Thriving Communities

Another of Steve's initiatives has been in the development and launching of the Thriving Communities programme which brings NHS, Council and voluntary sectors together to support prevention and early intervention by:

- Backing local community and voluntary initiatives
- Expanding social prescribing
- Tackling loneliness and isolation

Age Friendly Dorset

10th June was Age Without Limits Day. This is a national campaign led by the Centre for Ageing Better. It inspires communities to celebrate ageing and support people of all ages to live well, feel valued and take part in everyday life. This year's theme encouraged people to ask simple questions about ageing and reflect on how we talk about it, helping to challenge ageism. Dorset was involved in a number of the events. Led by community groups, the events brought people together, aiming to reduce loneliness and promote positive views of ageing. Steve led Dorset to become an age-friendly community in October 2025. We work with local communities and partners to make Dorset a place where older residents can stay active, take part in local life and continue to make a difference. A growing network of Age Friendly Ambassadors is helping to lead this work with volunteers of all ages encouraging inclusive spaces, challenging stereotypes and supporting activities in their communities.

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Household Support Fund

Dorset Council has helped thousands of residents stay warm, fed and financially stable through its cost of living support programme and has committed to funding it for years to come.

The council has invested £500,000 into the scheme in 2025/26 in addition to funding received from government through the Household Support Fund, supporting people facing rising costs with housing, food and energy and money advice. It will now continue to invest £500,000 every year until at least 2029 to make sure help is there for those who need it most.

The Dorset Together: Cost of Living Programme was set up to support residents struggling with everyday costs. It brings together council services, community groups and charities to provide practical help and early support before problems become crises.

Over the past year, the programme has made a direct difference to people across Dorset. More than 1,100 households were helped to avoid homelessness, with targeted support to pay rent, secure accommodation and stay in their homes.

Residents also received help to manage money and reduce debt. The council funded specialist debt and energy advice through Citizens Advice, supporting over 1,000 people with nearly 2,800 issues. This led to more than £1.3 million in financial gains and debts written off.

Support has also focused on day to day essentials. This includes funding for foodbanks, social supermarkets and community food projects, helping households access emergency and affordable food and build longer-term resilience.

Older residents have been supported to claim benefits they are entitled to, with more than 1,000 people receiving face to face help. Meanwhile, families have benefited from additional free holiday activity places for children.

The programme also helped improve living conditions, providing essential home appliances to low-income households and making homes warmer and more energy efficient for disabled residents.

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It is assumed that the Draft Local Plan will come out for consultation in August, at the moment we have not had sight of it. There are discussions about how much of the Purbeck Plan policies should be incorporated. The Housing board is discussing whether a Primary Residence Policy should be included (as is in the Purbeck Plan) but it is not felt necessary for much of inland Dorset. If Parish and Town councils wished to comment please send comments to the Housing EAP or Cllr Brenton.

The Housing board has looked at the Empty Homes Policy, the Brownfield Site maps, the Emergency housing and Housing List allocation policy and is looking at the Homelessness and Rought Sleeping Prevention Strategy.

CIL Exceptional Circumstances Relief13.15 The Council has previously recognised the impacts of rising development costs on the viability of development and in order to address these pressures has adopted a CIL Exceptional Circumstances Relief Policy for Purbeck. That policy applies to the sites allocated through the Purbeck Local Plan and allows for their CIL liability to be reduced, if it can be shown that paying the full contribution would render the scheme unviable. For developments to benefit from the policy however they provide on-site affordable housing at the rate set out in policy H11, and any other requirements as set out in the local plan. It remains to be seen how this will work when a developer has already applied to not provide affordable Housing.

Dorset Council are thrilled to announce that **Fight Fly-Tipping Fortnight** will return this autumn from 12 – 25 October. To help local authorities across the country prepare, we are inviting you to register now for our open campaign webinar on Thursday, 9 July to get an early look at this year's campaign.
Dorset has one of the highest percentage of items recycled and very little is sent to landfill. The food waste collected is sent to the biodigester and power is then fed back into the electric grid. The liquid digestate is then used as a liquid fertiliser and this has caused annoyance in Lytchett and other places as it is quite smelly, the regulations state that it must be incorporated quickly to reduce smell however if multiple fields are involved it can hang around. As artificial fertiliser is very expensive to produce using much energy, the natural fertilisers will become used more often, digestate will be used more as livestock slurry is reduced because of reduced livestock on fields around Poole Harbour.
Win on Waste still operates in the Scout hut on the second Saturday of the month. Collecting pill blister packs, cards Stamps, old mobile phones and empty ink cartridges, some costs are covered by our continued collection of aluminium. A full list of our collections is available.

Local Surgeries

We continue to hold monthly surgeries and have been able to support local residents in a number of areas including housing, dementia support and care needs.

Cllrs Brenton, Starr and Robinson

June 2026

Appendix 2

Agenda Item 5. Clerks Report June 2026

Minute	Action Point	Progress
Minute 8, Full Council 22.10.25	Signs for Parish Office, Youth Hall and Sports Pavilion.	*Complete June 2026*
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.* Postponed – The new Handyman will be using Civic.ly at West Moors Town Council. Feedback will be sought after a three-month trial period before any decision is made.
Minute 8 Full Council 22.1.25	2 vacancies to be filled by co-option	*June 2026 – vacancies advertised at Summer Festival* *1 vacancy to be filled by Co-Option at June Full Council.*
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 – received June 2026* *Work commencing on accessible roundabout 18th June.* *June 2026 – Tender is live with deadline of the 14th July.*
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	*June 2026 Action: Cllr Bush to chase – any update?*

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	*June 2026 – Inpost have agreed to trial dimming the lights.*
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 – Any update? Wording for plaque?*
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	*June 2026 – Highways and DC Rangers are looking into it.* *Re: flooding, gulleys are being cleared. Re: ROW awaiting clarification.*
Minute 15, F&GP 13th May 2026	Land At Flowers Drove Lytchett Matravers Dorset	Cllr Bush to speak to Planning Officer.
Minute 8, F&GP 10th June 2026	Appointment of new Handyman	See agenda item 9

Allotments Update

June 2026

- All allotments are now taken.
- There are still 10 people on the waiting list but only 2 from Lytchett Matravers, the rest are out of area.

Cemetery Report

22nd June 2026 - A complaint has been received regarding the lack of care with the grass cutting. I have emailed Idverde.

Training - Martyns Law - Following a request from Cllr Ong I attended the Martyn's Law training session there was concern that recent guidance changes might affect our event.

I confirmed that it is as I originally thought: our summer festival is unlikely to fall within the scope of the event provisions of Martyn's Law. The guidance indicates that open-access events held on recreation grounds, where there is no ticketing, registration, or other form of controlled entry, are generally not considered qualifying events, even where attendance levels are relatively high.

There are some grey areas where a building, such as a village hall, forms part of the event site. However, my understanding is that for premises to fall within the standard tier requirements, the maximum occupancy of the building would need to exceed 200 people. As the capacity for the village hall is around 200, I do not believe this would bring our event into scope either.

Based on our current event arrangements, I do not believe any additional requirements arise under Martyn's Law. However, we should continue to keep our event risk assessments under review and ensure appropriate safety and emergency procedures remain in place.

Meeting Town & Larger Parish Councils 4th June 2026

These liaison meetings take place approximately every six weeks. They provide an opportunity to discuss current matters, including updates from Dorset Council, asset transfers, flooding issues, upcoming and ongoing community events, and wider community conversations regarding how the organisations can work together moving forward. Next meeting 24th June 2026.

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/2025/03733	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/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.	Refused 30.4.26 See P/CLE/2026/02594
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	Under officer consideration

				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**		Granted 1.6.26
P/FUL/2025/03733	Land At Flowers Drove Lytchett Matravers Dorset	Residential Development Including The Erection Of 29no Dwellings With Garages And Parking, Formation Of Vehicular Access From Wimborne Rd, Sustainable Drainage		Cllr Morgan noted that the changes in the application are relatively minor and expressed disappointment that, instead of providing affordable housing, a financial contribution has been proposed. Concerns were raised that it is not clear who would benefit from this financial contribution.	Under officer consideration

		Infrastructure, New Open Space, Landscaping And Associated Infrastructure.		Cllr Huggins expressed disappointment that there is no mention of a defibrillator on site. Cllr Bush agreed to contact Wyatts to clarify this matter. It was further agreed to reiterate the Parish Council's previous comments on the application including the lack of affordable housing.	
P/HOU/2026/02666	Woodside Flowers Drove Lytchett Matravers	Erection of carport and store.	**Objection**	The Parish Council **OBJECTS** to the above planning application due to the unacceptable impact on the adjoining properties.	Under officer consideration
P/CLE/2026/02594	Certificate Of Lawfulness. Land lying To The South of Huntick Rd Lytchett Matravers	Cabin Building.	**Objection**	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.	Under officer consideration
P/HOU/2026/02796	Brackendale Deans Drove Lytchett Matravers	Single storey rear & front porch extension, render part of first floor wall, add rooflight to snug	**Objection**	The Parish Council **OBJECTS** to the above planning application due to the unacceptable impact on the adjoining properties.	Under officer consideration

Appendix 3

Lytchett Matravers Parish Council

PAYMENTS LIST

25 June 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
105	Employee Salaries	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Julie Wigg Salary	Julie Wigg Salary	E	1,965.84		1,965.84
106	Pension Contributions	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Julie Wigg Pension	Dorset Council Pension Fur	E	673.11		673.11
107	National Insurance and Income	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	HMRC Payroll	HMRC	E	715.28		715.28
111	Expenses	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	J Wigg Mileage	Julie Wigg Mileage	Z	52.80		52.80
95	Publicity/Advertising	25/06/2026	8, 24.6.26	Unity Trust Bank (AC	BP	QR Banner stickers	Elite signs	S	45.25	9.05	54.30
97	Wessex Internet	25/06/2026	8, 24.6.26	Unity Trust Bank (AC	BP	Wessex Internet	Wessex Internet	S	3.00	0.60	3.60
96	Community Events General	25/06/2026	8, 24.6.26	Unity Trust Bank (AC	BP	Human fruit machine banners f	Elite signs	S	65.05	13.01	78.06
101	Recreation Ground Skatepark F	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Repairs to skate park	Evolution Skate Parks Ltd	S	658.00	131.60	789.60
104	Community Events Grants	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Dorset Council Waste collectior	Dorset Council	E	249.09		249.09
108	Community Events General	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Cllr Bush expenses	B&Q	Z	11.30		11.30
108	Other Open Space Maintenance	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Cllr Bush expenses	B&Q	Z	18.20		18.20
109	Community Events General	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Cllr V Abbot expenses	Amazon EU	Z	38.10		38.10
92	Youth Hall Utilities	25/06/2026	8, 24.6.26	Unity Trust Bank (AC	BP	Electricity - LM Youth Hall	Yu Energy	L	74.94	3.75	78.69
93	Youth Hall Dorset Youth Associ	25/06/2026	8, 24.6.26	Unity Trust Bank (AC	BP	Dorset Youth Association - You	Dorset Youth Association	E	3,410.00		3,410.00
94	Village Improvements	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Parish Signs	Elite signs	S	108.33	21.67	130.00
94	Sports Pavilion Miscellaneous	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Parish Signs	Elite signs	S	166.68	33.34	200.02
98	Office IT	25/06/2026	8, 24.6.26	Unity Trust Bank (AC	BP	Scribe Booking System	Starboard Systems Ltd	S	26.00	5.20	31.20
99	Office Connectivity	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Mobile phone	O2	S	12.50	2.50	15.00
100	20 MPH Zones	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Posters for 20mph scheme	Print in the Bag	S	46.50	9.30	55.80
102	Car Park Lighting	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Car park lighting	SSE Energy Solutions	S	4.14	0.83	4.97
103	Tesco Island	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Lifting manhole covers outside	Fletchamoore (Poole) Ltd	S	105.00	21.00	126.00
110	NP Revision	25/06/2026	8, 26.6.26	Unity Trust Bank (AC	BP	Neighbourhood Plan consultanc	Dorset Planning Consultant	S	423.60	84.72	508.32
							Total		**8,872.71**	**336.57**	**9,209.28**

Appendix 4

Lytchett Matravers Parish Council – Neighbourhood Plan Working Group

Monthly Report – June 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:
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 Dorset Council in 2024, identifying3 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:
1. Jo Witherden continues to provide advice, subject to funding by LMPC.
2. A Set of Objectives has been developed for the Neighbourhood Plan from which policies will be derived.
3. Work is underway to develop policies in a range of topics areas(Heritage, Employment, Climate Change, Nature Recovery, Design Code, Travel, Village Centre, and Sports & Recreation), with an evidence base supporting each policy. The target is to have as many draft policies with supporting evidence prepared by mid July, added into the 4th draft of the Neighbourhood Plan, to provide a 5th draft that can be reviewed by Jo to provide feedback on changes to improve its effectiveness in planning decisions, and areas of weakness that might be challenged through examination.
4. Achievement of the timeline set out in the new NP Project Plan is seen as a challenge.
5. Discussions are underway with the Dorset Council with the aim of securing Section 106 contributions towards Village Centre developments
6. A series of meetings with “Delivery Partners” (including the Village Hall Trust, the Youth & Community Hall Trust, the Football Club, Scouts, and the ACF) to develop a clear understanding of their future facility requirements and agreement on delivery of relevant parts of the Village Centre Development Plan.
7. 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 5

Lytchett Matravers Parish Council

Summary Report – Dorset Council Highways WG

June 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:

8. Huntick Road Cycleway –Rozalia Meadows to Jubilee Walk. **Keep on plan but not for 2026, 2m footpath.**
9. High Street Crossing – **External consultants now hired to formalise plans.**
10. Tesco Island – **External consultants now hired to formalise plans – contractors brought in to open manholes to map flow.**
11. 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. **Consultation at Village Fair. Might need more SIDS at LMPC expense. Awaiting data from DC on recent 3 speed surveys completed.**
12. 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 consultation closed. Respondents advised DC are now reviewing the responses prior to implementation (no timeframe given).**
13. 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.**
14. 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.
15. 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 6

Lytchett Matravers Parish Council

Summary Report – Youth Hall WG – June 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	£830.93	£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	**£1,250.93**	**£0.00**	**£0.00**
Hire Income	£490.24	£	£
Grant Received	£8,333.00	£8,333.00	£8,333.00
Total	**£8,823.24**	**£8,333.00**	**£8,333.00**
Net Position	**Credit £7,572.31**		

Appendices: None

Appendix 7

Lytchett Matravers Parish Council

Summary Report – VILLAGE ENVIRONMENT WORKING GROUP

June 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 – Fence repaired and reinforced. Permanent signs ready for installation.
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 upgraded with tarmac to top section + drain channels.
7. Rocket Park – New equipment being installed..

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	

Appendix 8

Lytchett Matravers Parish Council

Summary Report – Sports Facilities (SF) WG

June 2026

Working Group Objective:

- To manage the transition of core functions from LMSC to the PC and close down LMSC
- To manage PC liaison with the various sports clubs and associations in the village.
- To develop strategic plans for future sports facilities to be included in the NP2.

Working Group Participants:
Peter Webb (Chair), Alf Bush, Steve Risk, Brad Sparkes, Clare Parfitt, Simon Browne, Alex Clothier.

Background:
Responsibility for the management of the Sports Pavilion, Rec. and Lytchett Astro (MUGA) assigned to the PC, effective April 1, 2026. LMSC is being phased out as a separate entity; SFWG will function as liaison with the various sports clubs and associations as well as developing strategic plans for future sports facilities.

Dependencies:

- Outcome of Community Asset Transfer request for DC to provide land adjacent to the school.

Status/Next Steps:

16. Dorset Council consultation on facilities and pitches completed.
17. Continue liaison with the Primary School regarding sharing of facilities.
18. Identify optimum mix for all weather and grass surfaces for new sports centre.
19. Meetings taken place with DC on proposal for Community Asset Transfer to LMPC of land adjacent to Astro and Primary School. Indications are favourable this will progress.
20. WG working through how best to provide sports facilities on the Recreation Ground and asset transfer land to cater for local needs.

Financial Forecast: **(£000's, excluding VAT)**		**2026-27**	**2027-28**	**2028-29**
Expense to date				
Forecast				
Total				

Appendice