

Notice of the next Council Meeting.

Parish Council Office: 1A The High Street, Langton Matravers, Dorset BH19 3HA

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS
(Public Bodies (Admission to Meetings) Act 1960) & Local Government Act 1972 s100

Parish Councillors,

You are hereby summoned to attend the following meeting:

Meeting of...	The Full Council: Langton Matravers Parish Council
Time...	19:00hrs
Date...	Thursday 14 th February 2024
Place...	Langton Matravers Village Hall

County Councillor, the National Trust and Members of Public are cordially invited to join the meeting

Yours faithfully



Michelle Harrington Parish
Clerk & RFO

5th March 2024

AGENDA

0324-99. APOLOGIES FOR ABSENCE

To receive apologies of absence and to approve the reasons given. (Local Government Act (LGA) 1972 s85 (1))

0324-100. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

0324-101. NATIONAL TRUST REPORT

To receive a report from the National Trust.

0324-102. DORSET COUNCILLOR'S REPORT

To receive a report from the South East Purbeck Ward Member of Dorset Council.

0324-103. PUBLIC PARTICIPATION.

Questions from members of public.

0324-104. MATTERS ARISING FROM PUBLIC PARTICIPATION.

To discuss any matter arising from the Public Participation agenda item.

0324-105. CLOSURE OF KINGS ARMS SHOP WORKING PARTY UPDATE

To receive an update from Cllr Golob.

0324-106. PLANNING AND LICENSING MATTERS – APPENDIX (ITEM B ONLY)

a. To receive and consider all planning and licensing matters. N.B. Any application received after the agenda publication date may still be considered during the meeting. For an up to date list of applications to be discussed please check the website.

1. P/LBC/2024/00387 & P/FUL/2024/00386

Location: The Kings Arms, 27 High Street, Langton Matravers, Dorset BH19 3HA

Proposal: Alterations to erect a single storey kitchen extension & minor internal alterations, including use of former coffee lounge as community shop & removal of temporary structures from garden

2. P/TRT/2024/01236

Location: The Old Malthouse School High Street Langton Matravers BH19 3HB

Proposal: T1 Beech - Fell and replant.

b. To note Dorset Council Planning decision since the last meeting. – **Appendix**

0324-107. PREVIOUS MEETING MINUTES – APPENDIX

To confirm the minutes of the last Council meeting. (LGA 1972 sch. 12, para 41(1))

0324-108. MATTERS ARISING (ACTION LOG) - APPENDIX

To note actions may be updated after the agenda is published. A copy can be requested from the Clerk.

- a. Cemetery Door Shed - Update
- b. Priest Way Leaflet - Update

0324-109. CLERKS REPORT - APPENDIX

To discuss and agree the report and any recommendations contained within (Full details on individual recommendations are within the Clerks report supporting papers)

- a. Correspondence
 1. The Ship Inn Planning application response
 2. Assets of Community Value.
 3. Beech Tree – St Georges School Playground
 4. Monthly Back-up's
 5. Tender Agreements

0324-110. FINANCIAL MATTERS - APPENDIX

To discuss financial matters plus any recommendation and agree away forward.

- a. Bank balance.
- b. Monthly income and expenditure
To approve the monthly expenditure and note the income.

0324-111. CHAIRMAN'S ANNOUNCEMENTS

To receive a report from the Council Chairman and or Vice Chairman.

0324-112. CEMETERY EXTENSION - APPENDIX

To discuss the proposal regarding the cemetery extension.

0324-113. PORTFOLIO HOLDER / LEAD COUNCILLOR REPORTS

To note any update from:

- a. Ways & Means (including finance, HR, legal & governance)
- b. Planning & Housing
- c. Highways and Transport
- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail)
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities)
- f. Quarries / Agriculture
- g. Community & Communications (including surgery, school liaison & grant application)
- h. Environment and Tourism
- i. Emergency Planning.

0324-114. SEDAC

Part 2 Confidential Item; under the Public Bodies (Admission to meetings) Act 1960 s1(2), the press and public are to be excluded for the remainder of this agenda item due to the confidential nature of the business to be transacted. To receive recommendations from SEDAC.

Meeting Discussed	Planning App Number	Location	Proposal	DC Decision	Noted at Meeting
Feb	P/PUL/2023/07355	Downs Quarry, Kingston Road, Langton Matravers, Swinage BH19 3JP	Northern extension of Downs Quarry for the extraction of building stone.		
Feb	P/VOC/2023/07502	Downs Quarry, Kingston Road, Langton Matravers, Swinage BH19 3JP	Extension of Downs Quarry for the extraction of Purbeck Stone (with variation of condition 20 of 6/2021/0165 to extend the restoration end date to facilitate access to the northern extension area).		
Feb	P/VOC/2023/07522	Downs Quarry, Kingston Road, Langton Matravers, Swinage BH19 3JP	Extraction of Viviparus and Burr Limestones and restoration to deciduous native woodland (with variation of condition 20 of 6/2021/0167 to extend the restoration end date to facilitate access to the northern extension area).		
Feb	P/CLE/2024/00082	The Ship Inn Langton Matravers BH19 3EU	Continued Residential use		
Jan - Asked for extension	P/PUL/2023/07409	Englishcombe East Drove Langton Matravers BH19 3HP	Demolish existing bungalow and erect new dwelling.	Granted	Mar-24
Dec	P/HOU/2023/06762	1 Highland Cottages, The Lane, Langton Matravers, Dorset, BH19 3LA	Modification of single storey rear extension roof to increase gradient and replace existing roof with slate materials. Erection of outbuilding in alley way to side of house.	Granted	Mar-24
Dec	P/HOU/2023/06191 & P/LBC/2023/06355	Langton Manor Farm House Langton Matravers BH19 3EU	Demolition of modern infill wall and roof between house and rear building with new glazed link and details. Alterations to utility room casement windows and details. Form 1st floor dormer window and details. Replacement 2nd floor casement windows and details. Install Purbeck slate external wall ventilators and details. Pizza/bread oven alterations.		

Parish Council of Langton Matravers

MINUTES OF THE PARISH COUNCIL MEETING OF LANGTON MATRAVERS PARISH COUNCIL HELD ON THURSDAY 8TH FEBRUARY 2024 IN THE VILLAGE HALL. THE MEETING COMMENCED AT 7.00PM

PRESENT:

Cllr **Christie** (Chairman), Cllr **Golob**, Cllr **Loudoun**, Cllr **Pearson**, Cllr **Sutton** & Cllr **Vaughan-Arbuckle**.

IN ATTENDANCE:

8 Members of Public. Cllr **Brooks** (Dorset Council), Mr **Clarke** (National Trust) & Michelle **Harrington** (Clerk)

ABSENT:

Cllr **Knight**

It was noted this meeting is being recorded. All recordings will be deleted once the draft minutes are typed.

0224-85. APOLOGIES FOR ABSENCE

Apologies have been received from Cllr Knight and accepted by all.

0224-86. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

No declaration was made. NB this does not preclude any later declarations.

0224-87. NATIONAL TRUST REPORT

A report was submitted before the meeting, this was noted. A verbal update was given on the path to dancing ledge; stating work cannot start yet as to the area is too wet.

Q: A parishioner has stated that during spring / summer 2023 the National Trust "decimated West Wood", felling a lot of trees and carrying out unnecessary coppicing.

A: Tom stated the felling which took place was regarding Ash dieback. The ranger for the area, would have carried out investigations and concluded for the safety of users and other trees, certain Ash trees needed to be felled. Coppicing is a necessary process we go through frequently for the benefit of the area. Tom offered in future for large projects such as the felling, that the National Trust could display notices explaining the work being undertaken. This offer was accepted.

0224-88. DORSET COUNCILLOR'S REPORT

Cllr Brooks submitted a written report before the meeting. Noting topics affecting Langton Matravers::

- Dorset Council tops the national polls for recycling
DEFRA have just published the annual recycling figures for 2022/23. Dorset Council were announced as the number one unitary and disposal authority in the Country.
- Dorset Community Tree Fund is now open for applications
A new grant scheme aimed at supporting local communities to plant and care for trees in their area is now open for applications. Funded by Dorset Council and managed by the Dorset National Landscape team, the Dorset Community Tree Fund is open to community organisations in the Dorset Council area.
- Round 4 of the Household Support Fund reopens for applications.
Applications welcome from 10am on Tuesday 6 February 2024 for low-income households in the Dorset Council area. The government scheme funded by the Department for Work and Pensions, provides support in the form of supermarket vouchers.
- Could you offer a stepping stone to a young person leaving care?
Supported Lodgings can help young people who are leaving our care, experience the transition to adulthood in a safe and secure environment, whilst learning emotional and practical skills that will help them thrive.

For a more detailed look at any of the topic above, please visit <https://www.dorsetcouncil.gov.uk/>

Q: Does Dorset Council have any update on the Old Rectory Nursing care home.

A: All residents have now been transferred. Dorset Council have participated in an informal chat with the administrators, as the current owners want to sell the land. Dorset Council is looking at potential ways to see if the facility can stay as a Care Home. Cllr Brooks has agreed to keep us informed if Dorset Council start any formal procedures.

Q: An update of the Timson Trust was requested, as no progression seems to have been made since the last enquiry in November 2023, where we were advised the matter would be dealt with as a matter of priority.

A: Officers are not politically motivated, so this would not be a factor. The issue is still being looked into and Cllr Brooks will chase and report back.

Sign:

Chairman: Cllr Knight

Date:

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0224-89. PUBLIC PARTICIPATION

The meeting was adjourned.

One member of public wished to raise awareness that:

1. Although the work at the bottom of Durnford Drove, connecting to ~~Sowway~~ Orchard is complete there are issues regarding water run off. Water is flowing across the road onto the soft footpath. The construction of the footpath from soft materials including sand is being eroded away.
2. The ditch running from the southern end of Durnford Drove to the entrance of the National Trust ~~Sowway~~ Car Park needs clearing.

One member of public wished to raise awareness that the path outside 43 – 47 High Street has been badly patched / repaired, and asked if Dorset Council is going to correct this. Noting at present this is a trip hazard and therefore should be dealt with as a matter of urgency.

One member of public wished to add to the previous statement, that the footpath outside the Church is still in need of final repair, as at present there is tarmac.

One member of public wished to give the Parish Councillors a brief but detailed insight into the planning application for ~~Englishcombe~~. It was noted this home once complete will be the applicant's primary home. The ethos of the development is sustainability, with air source heat pumps, solar panels and batteries, along with the use of local stone all included within the design. It was noted the applicant had sought Pre Application advice from Dorset Council; have spoken with neighbours all of whom support the application.

The meeting was reconvened.

0224-90. MATTERS ARISING FROM PUBLIC PARTICIPATION

In response to the above:

Members of public were reminded that any highways issue such as pavement repairs, should be reported to Dorset Council via their portal. Cllr Vaughan-Arbuckle has spoken to a representative of Dorset Council Highways and has been advised the work will be carried out, but is not a priority and there is additional lead times given the unique stone used within the existing pavement. There is nothing more the Parish Council can do at this time. The Dorset council website is <https://www.dorsetcouncil.gov.uk/roads-highways-maintenance/roads-highways-and-maintenance>

~~Sowway~~ Orchard / Durnford Drove water run-off. Way: Cllr Vaughan-Arbuckle requested the member of public take photos of the affected area and email them to him. Cllr Vaughan-Arbuckle will contact Aster and ask they correct the issue, before logging if necessary on the Dorset Council portal.

ACTION: Cllr Vaughan-Arbuckle to contact Aster to request they make good recent works ensuring appropriate measure taken to alleviate water run-off from further eroding the adjacent footpath.

It was noted the ditch running from the southern end of Durnford Drove to the entrance of the National Trust ~~Sowway~~ Car Park is on private land belonging to Holiday Property Bond and the National Trust.

ACTION: Cllr Vaughan-Arbuckle to draft a letter addressed to both landowners to bring their attention to the issue and request they clear the ditch as a matter of urgency. Final letter to be sent from the Clerk.

0224-91. CLOSURE OF THE KINGS ARMS SHOP WORKING PARTY REPORT

A verbal report was given by Cllr Golob: noting there's been a lot of communication among a small group of those who volunteered to discuss the matter further and Cllr Golob believes they have identified the core issues in a community solution to addressing the basic shopping needs and social amenity which are lost with the closing of the Village Shop, Trev's Deli.

It is believed the work achieved so far provides a good framework for organising a larger meeting, inviting the entire parish to attend to get more input, ideas and particularly to gauge the level of support for taking forward any initiative.

Cllr Golob requested the Parish Council approve a financial disbursement to cover the costs of the Village Hall rental, printing leaflets advertising the Public Meeting (which will be distributed by letter drop throughout Langton) and associated sundries (e.g. post-it notes so attendees can put down ideas not raised in public forum). This was agreed by all.

The forum will take place on Friday 23rd February 2024 from 7pm in the Village Hall.

It was suggested "How to set up a Community Shop" by the Plunkett Foundation, which can be found online is a good resource and would be worth reading before the forum.

Sign:

Date:

Chairman: Cllr Knight

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0224-92. PLANNING MATTERS

- a1 Application No: P/FUL/2023/07409
Location: ~~Englishcombe~~ East Drove Langton Matravers BH19 3HF
Proposal: Demolish existing bungalow and erect new dwelling.
Comment: Full support. Impressed with the design and materials. Thanked the applicants for doing the pre ap, plus coming to council to explain.
- a2 Application No: P/CLE/2024/00082
Location: The Ship Inn Langton Matravers BH19 3EU
Proposal: Continued Residential use
Comment: Objection on the grounds of the lack of previous planning development plans and time taken for this application. (2013/14 added after for clarification). The lack of marketing of the property when first on the open market was discussed, including no sale board at the early stages. (2013/14 added after for clarification).
- a3 Application No: P/VOC/2023/07522
Location: Downs Quarry, Kingston Road, Langton Matravers, Swanage BH19 3JP
Proposal: Extraction of Viviparus and Burr Limestones and restoration to deciduous native woodland (with variation of condition 20 of 6/2021/0167 to extend the restoration end date to facilitate access to the northern extension area).
Comment: Support. Historic local trade which LMPC support
- a4 Application No: P/VOC/2023/07502
Location: Downs Quarry, Kingston Road, Langton Matravers, Swanage BH19 3JP
Proposal: Extension of Downs Quarry for the extraction of Purbeck Stone (with variation of condition 20 of 6/2021/0165 to extend the restoration end date to facilitate access to the northern extension area).
Comment: Support. Historic local trade which LMPC support
- a5 Application No: P/FUL/2023/07355
Location: Downs Quarry, Kingston Road, Langton Matravers, Swanage BH19 3JP
Proposal: Northern extension of Downs Quarry for the extraction of building stone.
Comment: Support. Historic local trade which LMPC support

ACTION: Clerk to submit planning decisions to Dorset Council.

0224-93. MINUTES FROM PREVIOUS MEETING

The minutes from the full council meeting held on Thursday 11th January 2024 were approved and signed as a correct record of the meeting.

0224-94. MATTERS ARISING FROM THE PREVIOUS MINUTES (NOT COVERED ELSEWHERE ON THE AGENDA).

- a Asset of Community Value (ACV)
A report was submitted before the meeting listing the 4 current ACV, along with 9 possible buildings / pieces of land. It was noted as a Parish Council we have a duty to protect the Parish and serve the majority. If it is believed the majority deem the building / piece of land an asset to the community then this is what must be considered. The following current Assets of Community Value were discussed
- a1 Public Toilet / Office block – Agreed to submit an application to list as an asset of community value.
- a2 Scout Hut – Agreed to submit an application to list as an asset of community value.
- a3 St Georges Playing Field – Agreed to submit an application to list as an asset of community value..
- a4 Village Hall – Agreed to submit an application to list as an asset of community value.
The following buildings and pieces of land proposed as Assets of Community Value were discussed.
- a5 Allotments– Agreed to submit an application to list as an asset of community value.
- a5-2 Museum – As the building belongs to the Parochial Church Cllr Pearson declared an interest and abstained from voting. Agreed to submit an application to list as an asset of community value
- a5-3 Old Malthouse grounds – Cricket field, tennis courts & Walled Garden / Allotment - Agreed to submit an application to list as an asset of community value.
- a5-4 ~~Putlake~~ - Agreed to submit an application to list as an asset of community value.
- a5-5 Kings Arms - Agreed to submit an application to list as an asset of community value..
- a5-6 Timson Collages - Agreed to submit an application to list as an asset of community value.
- a5-7 Speakers Corner - Agreed to submit an application to list as an asset of community value..
- a5-8 Woodland Trail / Orchard - Agreed to submit an application to list as an asset of community value.
- a5-9 The Old Rectory - Agreed to submit an application to list as an asset of community value.

Sign:

Date:

Chairman: Cllr Knight

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ACTION: Clerk to submit the applications as listed above.

0224-95. CLERK'S REPORT

a. Annual Parish Assembly & Annual Parish Council Meeting.
A discussion was held and it was agreed to hold the Annual Parish Assembly on Thursday 6th June 2024 from 7pm in the Village Hall.
A discussion was held and it was agreed to hold the Annual Parish Council Meeting on Thursday 16th May 2024 from 7pm in the Village Hall. (Noting this is the third Thursday of the month)

b. Cemetery Shed Door
A discussion was held and it was agreed to have an externally opening door, with the option of either retaining the existing wooden door or replacing with a metal door.

ACTION: Clerk to obtain quotes for an externally opening door, with the option of either retaining the existing wooden door or replacing with a metal door and report back to Council.

0224-96. FINANCE MATTERS

a Grant Applications
Three grant applications were submitted before the meeting these were discussed. It was noted Langton Matravers Parish Council S137 allocation is £7,099.95 (715 electors at £9.93) for 2023/24 however allocated £2,000 in the 2023/24 & 2024/25 budget for grant applications.

a1 Citizens Advice:
Propose Cllr Pearson Seconded Cllr Loudoun
RESOLVED: To award the Citizens Advice £300. To be paid in February 2023.

Noting the legal power to award this grant is LGA 1972 Section 142 (2a) "A local authority may assist voluntary organisations to provide for individuals— (a) information and advice concerning those individuals' rights and obligations."

a2 Purbeck Film Festival:
Propose Cllr Pearson Seconded Cllr Vaughan-Arbuckle
RESOLVED: To award the Purbeck Film Festival £200. To be paid in September 2024.

Noting the legal power to award this grant is LGA 1972 Section 137. "Power of local authorities to incur expenditure for certain purposes not otherwise authorised.
(1)A local authority may, subject to the provisions of this section, incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants, but a local authority shall not, by virtue of this subsection, incur any expenditure—
(a)for a purpose for which they are, either unconditionally or subject to any limitation or to the satisfaction of any condition, authorised or required to make any payment by or by virtue of any other enactment; nor
(b)unless the direct benefit accruing to their area or any part of it or to all or some of the inhabitants of their area will be commensurate with the expenditure to be incurred."

a3 St Georges Pre School:
Propose Cllr Christie Seconded Cllr Pearson
RESOLVED: To decline the application, however agree to consider another application in the coming months. Pre-school to be asked in the next application to state the reasons why they need the items listed.
ACTION: Clerk to advise grant applicants of outcome of application.

b Priest Way Leaflets
A verbal report was given by Cllr Vaughan-Arbuckle, stating the Priest Way leaflets produced several years ago are now out of date and recommend new leaflets be created and printed.
ACTION: Cllr Vaughan-Arbuckle to contact the previous designer to arrange updating the old leaflet.
ACTION: Clerk to contact Swanage Town Council, Worth Matravers Parish Council, the National Trust and ~~Parsons~~ to ask if they would contribute towards the production of the leaflet, ideally look to share the cost equally between all parties.

Sign:

Date:

Chairman: Cllr Knight

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- c **Bank Balances**
A report was submitted before the meeting detailing the bank balances as of 31st January 2024 this was noted.
00238309168 – Lloyds - £68,581.61, 20477189 – Unity £14,675.32 20477192 – Unity £1,043.99
Total £84,300.92
- d **Year to date spend and income against budget**
Two reports were submitted before the meeting one was a summary of receipts and payments, of all cost centres and codes; one was a summary of receipts and payments, of cost centres only. After a discussion Councillors agreed they wished to see a detailed report each month of all cost centres and codes.
- e **Monthly expenditure & income**
A report was submitted before the meeting detailing the monthly expenditure and income for Jan 2023.
The expenditure of £1,291.56 was agreed, noting an invoice has not to date been received for the Public Toilet Cleaning. The Clerk is authorised under delegated powers to pay this invoice on arrival The income of £1,840.36 was noted. (A detailed list of the expenditure can be found online or requested from the Clerk.)
ACTION: Clerk to process payments.

0224-97. CHAIRMAN'S ANNOUNCEMENTS.

A verbal report was given by Cllr Christie as meeting Charman noting:

20mph Application: Many years ago the community started lobbying for a 20mph speed limit through the Parish. Four to five years ago the Parish Council became involved and as of 31st January 2023 Dorset Council approved the application and Langton Matravers became the first village in the Dorset Council area to be granted a 20mph speed limit. We have all worked hard to achieve this goal and consistently navigated our way through conditions set out by Dorset Council. This has cost the Parish Council a lot of time and money but we achieved the desired outcome. This Council and the Parish owes a debt of gratitude to all the work, not just by Council members, but by the unflagging support of the volunteers, of the community speed watch team, and letters of support from residents. However, there is one person who's determination, energy, enthusiasm, and constant communication has been the driving force behind our bid. Cllr Christie proposed an official vote of thanks to Cllr Ian Vaughan-Arbuckle as a token of our appreciation (seconded by Cllr Pearson). A round of applause was given to Cllr Ian Vaughan-Arbuckle.

0224-98. PORTFOLIO HOLDER / LEAD COUNCILLOR REPORTS

Portfolio Holders / Lead Councillors were invited to give a verbal update within their area:

- a. Ways & Means (including finance, HR, legal & governance) - Nothing to report
- b. Planning & Housing – Housing register figures up to the end of January show there are 3 x 1 bedroom, 3 x 2 bedroom & 1 x 3 bedroom homes in Langton Matravers. The number of people with their preferred location set as Langton Matravers is 30.
- c. Highways and Transport
Cllr Vaughan-Arbuckle gave a verbal update on the 20mph application. Cllr Vaughan-Arbuckle asked for approval to speak to a representative from the school to discuss the implementation of the 20mph speed limit. This was agreed.
It was noted on 26th February Dorset Council is holding a meeting where it is said they will speak about the Langton Matravers 20mph application, Cllr Vaughan-Arbuckle will attend and report back.
Local Transport Plan – Cllr Vaughan-Arbuckle believes there will be little to no gain to Langton Matravers commenting on the Local Transport Plan.
Cllr Vaughan-Arbuckle stated although the Dorset Council portal address is on the Langton Matravers website it is not easily visible.
It was noted Wessex Water have laid half the meterage to date and gangs are working weekends, to ensure the work is achieved in the timeframe set out. The Sch tool bus route organised completely by Wessex Water is working well and it is hoped this may continue once the works are complete.
The works are on target to finish by the 8th March.
Old Malthouse – Cllr Vaughan-Arbuckle has meet with John Dunworth, and can report foundations for 4 detached houses are complete with 2 more to go. A discussion was held around deliveries for site taking place outside of school drop off and pick up times, and this request has been passed on by the contractor to their suppliers. 6 Dorset Police cones have been delivered to site and are being used when large deliveries are expected.

Sign:

Date:

Chairman: Cllr Knight

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There will be a Speed watch open session on 1st March 2024 and anyone is welcome to join in and observe. Last year the Speed watch team monitored 1079 vehicles over 9 sessions, with 10 people being reported.

- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail) - Nothing to report
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities – Cllr Christie stated he believes some of the bulbs being replaced in the street lights are in excess of the 3000 lumen limit for an AONB area. Cllr Christie will look into this and report back.
- f. Quarries / Agriculture – Cllr Loudoun stated there is any issue concerning the mature Beech tree situated on the Western edge of the pre-school playground. (This tree overhangs the playground). An application has been made to fell the tree but this has been rejected by Dorset Council, as it is covered by a TPO. Marcus Clarke has since written to the Parish Council, requesting they contact the Dorset Council Tree Officer.

Action: Clerk to respond to the email from Marcus Clarke and voice concern in regard to both the safety for both the children and staff in the Pre-school playground, but also the tree itself. The Parish Council do not feel they have the knowledge to comment and request an independent Arboriculturist carry out an inspection of the tree. Noting the tree has three trunks, consideration may be given to removing the 2 outer most trunks which are leaning Eastwards, and leaving the vertical third trunk. It is noted the urgency in which these works need to be carried out.

- g. Community & Communications (including surgery, school liaison & grant application)
Cllr Sutton stated she attended a meeting hosted by the Friends of Wareham and Swanage Hospital, this was discussed and noted. Intention is to promote information through their website. Moving forward they are concentrating on Early year Health in the community.
- h. Environment and Tourism – It was agreed the National Trust Activity providers should be invited to attend the Annual Parish Assembly.
- i. Emergency Planning. - Nothing to report

Date of next meeting

The next meeting:

Date: Thursday 14th March 2024

Location: Langton Matravers Village Hall

Time: 19:00

Closed at 21.47

Sign:

Chairman: Cllr Knight

Date:

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Langton Matravers Parish Council Action Log

Action Number (year number / consecutive number)	When Initiated?	Who is Actioned?	Title	Details	Status (progress description plus colour code: Red - no progress; Amber - action in progress; Green - action completed) - Yellow action required during next meeting.	Present at last meeting	Complete
0224-90	08-Feb-24	Cllr IVA	Aster - Pavement recent works	Cllr Vaughan-Arbuckle to contact Aster to request they make good recent works ensuring appropriate measure taken to alleviate water run-off from further eroding the adjacent footpath.			
0224-90	08-Feb-24	Cllr IVA	Water run-off Spyway	Cllr Vaughan-Arbuckle to draft a letter addressed to both landowners to bring their attention to the issue and request they clear the ditch as a matter of urgency. Final letter to be sent from the Clerk.			
0224-92	08-Feb-24	Clerk	Planning	Clerk to submit planning decisions to Dorset Council.	Submitted 09-02-24	Mar-24	y
0224-95	08-Feb-24	Clerk	Cemetery Shed Door Replacement	Clerk to obtain quotes for an externally opening door, with the option of either retaining the existing wooden door or replacing with a metal door and report back to Council.	09-02-24 Contact made with possible contractor 22-02-24 Contact made with possible contractors 28-02-24 quote received from 1 contractor £2,175 for metal door and frame with laminated wood effect door. Or £1,930 for metal door and frame with painted door.		
0224-96a	08-Feb-24	Clerk	Grant Application responses	Clerk to advise grant applicants of outcome of application.	20-02-24 School notified. 22-02-24 Purbeck Film Festival and Citizen's Advice informed and bank details requested 22-02-24 Money paid to CA		
0224-96b	08-Feb-24	Cllr IVA	Preist Way Leaflets	Cllr Vaughan-Arbuckle to contact the previous designer to arrange updating the old leaflet.			
0224-96b	08-Feb-24	Clerk	Preist Way Leaflets	Clerk to contact Swanage Town Council, Worth Matravers Parish Council, the National Trust and Perenco to ask if they would contribute towards the production of the leaflet, ideally look to share the cost equally between all parties.	22-02-24 Perenco contacted 23-02-24 Perenco offered to pay £100 towards re-design costs.		
0224-96e	08-Feb-24	Clerk	Mothly Payments	Clerk to process payments.	Processed	Mar-24	y
0224-98f	08-Feb-24	Clerk	Beech Tree - by School	Clerk to respond to the email from Marcus Clarke and voice concern in regard to both the safety for both the children and staff in the Pre-school playground, but also the tree itself. The Parish Council do not feel they have the knowledge to comment and request an independent Arboriculturist carry out an inspection of the tree. Noting the tree has three trunks, consideration may be given to removing the 2 outer most trunks which are leaning Eastwards, and leaving the vertical third trunk. It is noted the urgency in which these works need to be carried out.	P Golob responded as Clerk was on holiday and chase email received. 28-02-28 Clerk spoke to Marcus and Marcus stated he would get onto getting an application submitted straight away.	Mar-24	y
0124-76	11-Jan-24	Clerk	Village Shop Working Group	Cllr Christie to be invited to join the Village Shop Working Group.	Feb-24 Village meeting to be called by P Golob to establish desire for shop and in what form		
0224-94 , 1223-54 a5	14-Dec-23	Clerk	Assets of Community Value	Clerk to apply to re-register the Scout & Guide Hut, the Public toilet / Parish office and St George's playing field.	15-01-24 Email received from resident requested Council consider the following assets: Allotments (owned by National Trust); Museum (Church); Old Malthouse (SATAO - directors - Marcus Clarke/Simon Moll); Putlake - owner Henry Scott (Scott Estate) The Kings Arms; Timpson Cottages; Speakers Corner (where Reg Saville's bench is) It is also suggested the Woodland Trail / Orchard be considered 02-02-24 Forms completed disseminated to Cllr's for review in February meeting. 08-02-24 agreed forms to submit as presented 23-02-24 Scout Hut, Public toilets / office & St Georges Playing field forms submitted 23-02-24 Village Hall confirmed as ACV by DC		
1223-54 d	14-Dec-23	All Cllr's	New Cllr Advertising	Councillors to inform the Clerk if they are able to assist with the poster drop in February 2024.	15-12-23 Cllr IVA stated he required 60 posters		
1223-55 b	14-Dec-23	Clerk	Budget / Precept	Clerk to input budget into Scribe	Can not be input until 2024 YS as year not open in Scribe		
1123-41a	08-Nov-23	Cllr Christie	Removal of green waste	Cllr Christie will talk to correspondent and suggest the cuttings are bagged and left by the Parish Office of them to dispose of.			
1123-41d	08-Nov-23	Clerk	Website - New	Clerk to develop a new website on the gov.uk domain.			
1123-45c	08-Nov-23	Cllr IVA	Meeting with Glenn Hannam	Cllr Vaughan-Arbuckle to invite Glenn Hannam to meet to discuss in general local highway issues of Langton Matravers Parish.	December meeting update - no date yet - waiting for wessex works to be finished before invite to a meeting		
0823-10	10-Aug-23	Cllr Pearson & Clerk	Cemetery	Clerk & Cllr Pearson to meet with Ian Bugler	25-10-23 Email sent suggesting meet up when cutting playground vegetation 30-10-23 Date arrange to meet 31-10-23 when cutting vegetation in Playground. Meeting and work postponed due to weather.		

Red = No action taken to date; Amber = Work on-going; Green = Action taken and no further action required;
Yellow = Discussion and approval required at next meeting

Langton Matravers Parish Council Action Log



Clerks Report

All recommendations in this report are made by the Clerk unless stated otherwise.

0324-109a Correspondence

1 The Ship Inn Planning Application.

To discuss communication received from applicant.

2 ACV Explanation requested.

Several residents have asked what ACV's are, the effect on the property if listed, and the what's the benefit to the community. In response to this the Clerk has written a report and placed it on the website.

To note, last month the Council asked I submit application to list several ACV. So far I have submitted the St Georges Playing field, the Scout hut and the Parish Office / Toilet block. The other application I need to obtain plans and will submit shortly. With the exception of the old Rectory, where this business has close, there is no longer a present asset, and we will need to wait until we know what will happen.

Recommendation: To pause the application for the old rectory and agree to reconsider when the current situation is stable.

0324-109b Beech Tree – St Georges School Playground

Communication was received asking the Parish Council "LMPC if you would contact the Tree Officer and request that they make a site visit urgently". As this was not an instruction from Council, I was not happy to conform to this request. However I did contact the Dorset Council Tree Officer, and was informed, that the Tree surgeon had called her whilst he was on site clearing ivy from the 2 x Beech trees and 1 x Horse Chestnut Tree. That the Tree Surgeon had asked as they were there could they carry out other works. The DC Officer stated depending on what works they wished to carry out would depend on what process had to be followed, but she would not grant permission over the phone. She stated to the Tree surgeon, that they needed to put in an application and depending on what work they were applying for what evidence they would need to send to accompany the application. She stated that if they were going to ask to fell the tree, they would need to "submit a convincing case, with evidence showing the extend of cavity defects". This was 3 weeks ago and to date nothing has been submitted.

Recommendation: If no application form has been received before the meeting, to discuss if LMPC would assign delegated rights to the Clerk on consultation with Cllr Loudoun to comment on the application. To discuss if LMPC accept a report from a Tree Surgeon rather than a Arboriculturist

0324-109c Monthly Back-up

Currently we have Cloud storage with a limit of 5GB and we are currently running at 15GB. I have moved all files off the Cloud storage and put them directly onto the Laptop, so that we do not [lose](#) access.

Recommend: Purchase two x 1TB external storage devices to use as backup's. To back up once a month to a device, which will then be stored off site. (This could be in the office).

0324-109d Tender agreements.

Whilst looking through old minutes, I noticed in October 2018 Council "RESOLVED: To accept Tenders from ITB Gardening Ltd and Elliots Cleaning Co for 2018-2023.". These tenders are now out of date.

Recommend: The clerk create tender documents for both the toilet block cleaning, and for grounds maintenance with assistance from the governance committee. To present to council in April, for publishing thereafter.

Finance Report

All recommendations in this report are made by the Clerk unless stated otherwise.

0324-110a

Bank Balance

As of 29th February 2024

Unity 20477192	£1,043.99
Unity 20477189	£13,095.04
Lloyds	£68,661.61
Total	£82,800.64

b

Monthly expenditure

To approve the below expenditure

Net	VAT	Total	Description	Supplier	Bank	Tender
£544.00	£108.80	£652.80	Grounds Maintenance	ITB Gardening and Tree Care Ltd	Unity Trust Bank	ONLINE
£30.00	£0.00	£30.00	Computer Advice	<u>Whizzbits</u>	Unity Trust Bank	ONLINE
£14.12	£2.83	£16.95	Toilet Rolls	We Can source it	Unity Trust Bank	ONLINE
£248.00	£0.00	£248.00	Cleaning Toilet Block (Jan & Feb)	Linda McMorrow	Unity Trust Bank	ONLINE
£63.84	£3.19	£67.03	Electricity	SSE - Southern Electric	Unity Trust Bank	DIRDEBIT
£60.72	£3.04	£63.76	Electricity - Highways	SSE - Southern Electric	Unity Trust Bank	DIRDEBIT
£67.27	£13.45	£80.72	Phone	XLN Business Services	Unity Trust Bank	DIRDEBIT
£707.54	£0.00	£707.54	Salary	Michelle Harrington	Unity Trust Bank	ONLINE
£197.82	£0.00	£197.82	National Insurance / Income Tax	HMRC	Lloyds	ONLINE
£45.52	£0.00	£45.52	Pension	NEST	Lloyds	ONLINE
£37.50	£0.00	£37.50	Leaflets - Village Shop	GH Print Management	Unity Trust Bank	ONLINE
£1,494.84						

To note income

Net	VAT	Total	Description	Supplier	Bank	Tender
£240.00	£0.00	£240.00	Memorial Fee E19/20	MOP	Unity Bank	
£240.00						

5th March 2024.

CEMETERY EXTENSION, CRACK LANE, LANGTON MATRAVERS.

Following a conversation Mary Sparks had with Mark Haysom at the burial of his Father at Crack Lane Cemetery, I approached Mark to discuss a proposition he made to Mary Re - removing the stone from the cemetery extension.

I have since had an email conversation with him and he is suggesting that he (Haysoms) excavates the stone from the site and back fills with top soil so that the extension could be used for the purpose it was originally purchased for.

He would possibly used the excavated stone for stone walling.

He estimates the work would take between 2 - 4 weeks and come at no cost to the council.

I therefore would like to propose the following -

In the first instant, that Paul Loudon, the Burial Clerk Michelle Harrington and myself met with Mark Haysom on site to discuss the following.

1. Time Frame.
2. Restrictions on removing stone from a depth of probably six foot i.e. Quarrying and Mineral permissions.
3. The use of the National Trusts' path for removing the stone from the site.

I have enclosed the original Natural Burial Site proposal - June 2020 and notes of ongoing work at the site for your information.

NOTES

After the decision at Council to investigate further into the extension becoming a Natural Burial Site, six test holes were dug at various parts of the site and stone was found at a shallow depth making the site unsuitable for any type of burial.

It has since been mown and wild flowers have been encouraged to populate the area.

It was thought we might be able to make the area into a Garden of Remembrance and allow Ash Scattering with some burial of ashes across the site.

This does not solve the problem of the Parishes' need for more burial plots and therefore it was thought that we may have to purchase another piece of land which would be more suitable.

DP 5.3.24