

# Parish Council of Langton Matravers

MINUTES OF THE PARISH COUNCIL MEETING OF LANGTON MATRAVERS PARISH COUNCIL HELD ON THURSDAY 14<sup>TH</sup> MARCH 2024 IN THE VILLAGE HALL. THE MEETING COMMENCED AT 7.00PM

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**PRESENT:**

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

**IN ATTENDANCE:**

10 Members of Public. Michelle **Harrington** (Clerk)

**ABSENT:**

Cllr **Brooks** (Dorset Council).

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It was noted this meeting is being recorded by the Clerk, to aid the minute type up. Recordings will be deleted once the draft minutes are typed.

All members of public were reminded the only time they should speak is during the public participation session. It was also noted a member of public was recording the meeting.

**0324-99. APOLOGIES FOR ABSENCE**

All Councillor were present.

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

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

**0324-101. NATIONAL TRUST REPORT**

No report was submitted before the meeting.

**0324-102. DORSET COUNCILLOR'S REPORT**

Cllr Brooks gave a verbal report.

Local elections for Parish, Council, Town Council, Dorset Council and Dorset Police Crime Commission were called this week. It was requested we promote the need for voter ID for voting in person.

Bike It Plus – Thanks to the Dorset Bike It Plus project more children are now cycling to school in Dorset. In the past year the project has supported 36 schools, with over 15,000 children, staff and parents attending

Highways Surfacing works – Surfacing works are due to take place in the area over the coming few months. The surfacing works can only be done on roads which are in a good condition. The works extend the life of the road. Once the surfacing work has been carried out, the road will be left for a couple of days before a road sweeper is tasked to clean the new surface.

Last Dorset Council meeting – During the last Dorset Council meeting it was agreed to reduce the time before Council tax is charged on long term empty properties (from 2 years to 1 year). This will come in effect as of 1st April 2024. It was always agreed to charge an additional 100% premium for second homes from 1st April 2025. Dorset Council is pleased to state they have balanced the budget, meaning they are one of the more stable Councils in the Country.

Q: It was asked if the High Street in Langton Matravers would form part of these works. Cllr Brooks agreed to investigate and report back

Q: Formal thanks were given to Cllr Brooks in regard to the recent Treeworks at the Timpson trust cottage.

Q: An update on the Timpson Trust position was requested.

A: Cllr Brooks agreed to talk to the Portfolio holder for asset's and ask they intervene.

**0324-103. PUBLIC PARTICIPATION**

The meeting was adjourned.

1 member of public raised concern on the Downs Quarry planning application. Stating the extension will not be within the current Quarry and Mineral plan area. Believes that Burr will not be found in the extension area but further north, and that the Viviparous Limestone can easily be found in other local quarries.

1 member of public wished to add concern regarding the Downs Quarry planning application that all faith has been lost in the Quarry owners as they have not carried out the work to restore the old areas.

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1 member of public wished to add concern regarding the Downs Quarry planning application in that the applicants are portraying themselves as small family firm, when this is not the case.

1 member of public wished to raise two topics:

1. Kings Arms planning application; Highlighting the previous application was general acceptable by resident. Plus they wished to draw attention to the environmental response, which they believe is missing important details.
2. Grit bins; Specifically the one in Crack Lane and the one near the bus stop. Stating they both look grubby. A question was raised if they were still required?

The meeting was reconvened.

**0324-104. MATTERS ARISING FROM PUBLIC PARTICIPATION**

Downs Quarry – Council were asked as they had formally agreed to make a comment last month, if they wished to take a difference position on the application, and in which case suspend Standing Orders.

Proposed Cllr Vaughan-Arbuckle

Seconded Cllr Pearson

**RESOLVED** – In line with Standing Order 23, Standing Order 22 was suspended in order to discuss the Downs Quarry Application.

It was agreed to rescind the comment previously made in regards to applications P/FUL/2023/07355, P/VOC/2023/07502 & P/VOC/2023/07522 and to ask for an extension.

Kings Arms - It was noted the Kings Arms is on the agenda so will be discussed later.

Grit bins – A discussion was held and it was agreed to add this as an agenda item for April 2024.

**ACTION:** Clerk to look into cost of new bins and report back in the April meeting.

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

Cllr Golob gave a verbal update noting:

- The group is assessing and planning what we might do if no alternative commercial enterprise emerges.
- Approx 60 people attended the Parish meeting held on the 23<sup>rd</sup> February 2024
- Steering group has expanded and now includes representatives from the Village Hall, allotments, School, Church, History Society, Parish council and members of the public.
- The legal structure for the entity has been considered and a recommendation is likely to be given put forward during the next steering group meeting in March.
- A preliminary review of funding options has been investigated and a list of 6 possible grant providers has been identified.
- There will be further market research in the form of a survey distributed via the Dubber.
- We've conducted a preliminary review of funding options and so far have a list of 6 possible grant providers – so a lot of application work awaits.
- The group will incur a variety of start-up costs – mostly incidental in the nature of meeting room rental, printing and similar. The largest single cost would be membership of Plunkett which provides the full range of access to advisers, guidance, resources, and even suppliers. This costs £240 per annum. If we're members, the sponsorship under their model would cost £310 – so ~£550 in all.

**0324-106. PLANNING MATTERS**

a1

Application No: 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

A discussion was held and a suggestion made to hold off submitting a comment.

Proposed Cllr Knight

Seconded Cllr Loudoun

**RESOLVED** – To proceed with a discussion and agree a formal response.

The vote was tied 3 for 3 against. The Chairman used his casting vote and it was accepted to continue to discuss and agree a formal response to Dorset Council.

Comment: No objection, however to note the immaterial error within the application in that it states "a Shop" however this has recently been closed.

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a2 Application No: P/TRT/2024/01236  
Location: The Old Malthouse School High Street Langton Matravers BH19 3HB  
Proposal: T1 Beech - Fell and replant.  
Comment: Due to the lack of a Arboricultural report to ask the Tree officer carefully consider all options including removing the 2 outer most limbs leaving the trunk which stands vertical. All agreed.

**ACTION:** Clerk to submit planning decisions to Dorset Council.

**0324-107. MINUTES FROM PREVIOUS MEETING**

The minutes from the full council meeting held on Thursday 8<sup>TH</sup> February 2024 were approved and signed as a correct record of the meeting.

**0324-108. MATTERS ARISING FROM THE PREVIOUS MINUTES (NOT COVERED ELSEWHERE ON THE AGENDA).**

a Cemetery Door Shed – A statement was submitted before the meeting detailing contractors had been contacted and asked to quote. To date (3 weeks after initial contact) one contractor has submitted a quote.

It was agreed to purchase the a painted metal door from Wessex Industrial Doors at a cost of £1,930.

**ACTION:** Clerk to contact Wessex Industrial Doors to confirm the order.

b Priest Way Leaflet – A statement was submitted before the meeting detailing an offer from Perenco in regard to the artwork for the Priest way Leaflet.

**ACTION:** Clerk to contact surrounding Parish / Town Council to ask if they would like to contribute towards the cost of print. Plus to send the Perenco logo to Cllr Vaughan Arbuckle.

**0324-109. CLERK'S REPORT**

a Correspondence.

a1 The Ship Inn Planning application response

Correspondence from the applicant was circulated before the meeting, detailing a request to withdraw the comment submitted last month. This was discussed.

During the discussion, a member of the public raised objections to the points being discussed. The Chairman reminded the member of the public that they were not invited to speak at that moment and requested that they sit down and listen. However, as the member of the public persisted in their objections and refused to comply, the Chairman made the decision to adjourn the meeting temporarily to address the situation. Subsequently, the member of the public left the premises, and the meeting was reconvened

Proposed Cllr Pearson

Seconded Cllr Christie

**RESOLVED** – To leave the comment as it was submitted.

a2 Assets of Community Value.

A report was submitted before the meeting detailing the progress of the Assets of Community Value applications. Plus noting the application for the Old Rectory has not been submitted as the Care Home has closed and therefore there is not currently an asset to register.

**ACTION:** The clerk was asked to Investigate and report back as to what happens if the entire Old Malt House site is put up for sale if the tennis courts and walled garden are listed as an Asset of Community Value.

a3 Beech Tree – St Georges School Playground

It was noted an application has now been received and previously discussed (Item 0324-106a2)

b Monthly Back-up's

A statement was submitted before the meeting, request the purchase of two 1TB external hard drives to use as back-ups for the laptop. To hold one external hard drive in the office and one with the Clerk.

It was agreed the Clerk purchase two, 1TB external hard drives.

**ACTION:** Clerk to purchase 2 x 1TB external hard drives.

c Tender Agreements

A statement was submitted before the meeting, stating the contracts for both the Grounds Maintenance and Toilet Block Cleaning lapsed in 2023. It was recommended the Clerk in consultation with the Governance working group compile a tender for full council approval.

**ACTION:** Clerk to compile a tender document for both the Grounds Maintenance and Toilet Block and present to the Governance Committee for first amendments.

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**0324-110. FINANCE MATTERS**

a Bank Balances

A report was submitted before the meeting detailing the bank balances as of 29<sup>th</sup> February 2024 this was noted.

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

b Monthly expenditure & Income

A report was submitted before the meeting detailing the monthly expenditure and income for February 2024.

The expenditure of £2,147.64 was agreed, and the income of £240.00 was noted. (A detailed list of the expenditure can be found online or requested from the Clerk.)

**ACTION:** Clerk to process payments.

**ACTION:** Clerk to circulate the Asset register to all Councillors. All Councillors to identify if there are items bought previously which are not listed.

**0324-111. CHAIRMAN'S ANNOUNCEMENTS.**

A verbal report was given by Cllr Knight, noting:

SE Parish meeting: During the SE Parish meeting discussion were held regarding the increase Ferry fees. DAPTC general feedback from other Councils is that they have no issues.

**0324-112. CEMETERY EXTENSION**

A report was submitted before the meeting detailing the condition of the Cemetery extension land. The report noted an offer from a local quarry owner to excavate the extension area down to 6 foot. There would be no fee, however they request they keep any rock found and relace with top soil.

It was agreed Cllr Pearson, Cllr Loudoun and the Clerk met with Mark Haysom. Cllr Person to arrange.

**0324-113. 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 – Cllr Sutton read out housing requirements figures for the local area.
- c. Highways and Transport  
Cllr Vaughan-Arbuckle stated he had attended a zoom meeting where is was stated even though there is an overspend by Dorset Council Highways this will not impact us financial in support for the 20mph signage implantation, which should take place in a couple of weeks.  
Community Speed Watch, It was noted an open session had been run where two new possible volunteers joined.  
Cllr Vaughan-Arbuckle has arranged a meeting with Glenn Hanham for 3<sup>rd</sup> April starting at 9am at Putlake. During the meeting Cllr Vaughan-Arbuckle will take Glenn Hanham on a walk to the top of the Village to show him the Highways issues.  
Traffic lights Manor Farm. The requested road closure was discussed. It was agreed the Clerk would write to Dorset Council and request the works be carried out at weekends, which would reduce the works duration by approx. 3 weeks.  
**ACTION:** Clerk to contact Dorset Council road closure representative to request the works to Manor Farm which will result in a partial road closure, that the works be continued over the weekends which would reduce the road closure duration.
- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail) - Noting to report
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities - Nothing to report
- f. Quarries / Agriculture - Nothing to report
- g. Community & Communications (including surgery, school liaison & grant application). Parish Surgery once a month at coffee pot working well.
- h. Environment and Tourism  
The Hyde – Cllr Christie gave a verbal report, stating a resident had approached him to raise concern in connection with a property in The Hyde which has cut down all trees on the land, plus reportedly covered badger sets.

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It was stated there was no legal recourse over the trees as there is no TPO in place, albeit a promised from a Dorset Council Tree Officer previously stating a blanket TPO would be put on the area. Also there was no evidence that a Budget set had been covered and therefore the suggestion was the Council should not become involved.

Flooding – Cllr Christie recently walked around The Hyde / Durnford Drove area with a local drainage expert who had offered to help identify possible causes of flooding. The issues notes are:

- A lack of clear run off points / ditches along Durnford Drove (Spyway's area).
- The junction by Spyway homes configuration. As water runs down it flows directly onto the footpath opposite and flows towards the gardens of neighbouring properties (the back of Gypshayes.
- The track substrate has failed, causing the tarmac to crack and water does not flow into the appropriate ditches.

It was noted the primary issue for all above is the lack of maintenance / cleaning to the drainage ditches. It was agreed Cllr Vaughan-Arbuckle would raise this issue to Glenn Hanham to see if this work fell within his remit. If not within Glenn Hanham's remit Cllr Brooks will be asked to intervene and direct the Parish Council to the appropriate person, (thought to be Brian Richards).

**ACTION:** Clerk to contact Dorset Council Treeworks Officer to see if there had had be any undertaking of the work promised to place a TPO on all the trees at the bottom of The Hyde, and if not why not?

i. Emergency Planning.

Cllr Vaughan-Arbuckle stated nothing to report.

**0324-114. SEDAC**

Part 2 Confidential Item; under the Public Bodies (Admission to meetings) Act 1960 s1(2), the press and public were excluded for the remainder of this agenda item due to the confidential nature of the business to be transacted. It was noted the decision made are not of a confidential nature and therefore would be added to the standard minutes.

Banking – It was noted the on-line authorising process has been changed, so now the Clerk inputs the payments to be made, and then two Councillors must log on to authorise.

Financial Regs – It was agreed the Governance Committee would look to adapt the NALC Model to personalise for Langton Matravers Parish Council and then submit to full Council for approval.

Standing Orders - It was agreed the Governance Committee would look to adapt the NALC Model to personalise for Langton Matravers Parish Council and then submit to full Council for approval.

Portfolio Holder Reports - It was agreed the Governance Committee would discuss and put forward a recommendation to full council.

Working From Home Allowance - It was agreed the Governance Committee would discuss and put forward a recommendation to full council.

Office Occupancy / Opening Times – It was agreed this number of visitors would be monitored and this items discussed again in six months.

Clerks Contract - It was agreed the Governance Committee would look to adapt the NALC Model to personalise for Langton Matravers Parish Council and then submit to full Council for approval

Holiday Adjusted rate of pay - It was agreed the Governance Committee would discuss and put forward a recommendation to full council.

Holiday adjusted rate – will change in line with NALC model contract after governance review

Contracted Hours - It was agreed the Governance Committee would discuss and put forward a recommendation to full council.

Training planning – A request was submitted for the Clerk to attend Dorset Council planning training with the cost split between the Clerks Three Parish Councils – this was agreed. Date of next meeting

The next meeting:

Date: Thursday 11<sup>th</sup> April 2024

Location: Langton Matravers Village Hall

Time: 19:00

Closed at 22.03

Sign:

Chairman: Cllr Knight

Date:

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