

Parish Council of Langton Matravers

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF LANGTON MATRAVERS PARISH COUNCIL
HELD ON THURSDAY 10TH JULY 2025 IN THE VILLAGE HALL. THE MEETING COMMENCED AT 7.00PM

PRESENT:

Cllr **Pearson**, Cllr **Golob**, Cllr **Christie**, Cllr **Knight**, Cllr **Kwantes** and Cllr **Watson**.

IN ATTENDANCE:

Three members of the public, Emma **Evans** (Clerk) & Tom **Clarke** (National Trust)

ABSENT:

Cllr **Sinclair** & Cllr **Wilson** (Dorset Council Councillor)

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

0725-36. APOLOGIES FOR ABSENCE

Apologies for their inability to attend the meeting were received from Cllr J Sinclair, Cllr M Sutton and Cllr B Wilson (Dorset Council Councillor).

0725-37. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

No declarations were made on this occasion. NB this does not preclude any later declarations.

0725-38. NATIONAL TRUST REPORT

A report was provided which included the following updates:

- Praise was given for the structure of the Annual Parish Assembly, which facilitated productive conversations.
- It was anticipated that Aemelia Roe would provide a report to the Council meeting being held on 14th August regarding plans to manage Ash Dieback.
- It was reported that the puffins along the cliffs had not successfully bred this year. However, 70 families had the opportunity to view them. The National Trust will continue working with professionals to develop plans for the next year.
- The Purbeck Goes Wild project was successfully engaging families with nature, focusing on three key areas: schools, families, and career exploration.
- A free picnic event at Corfe Castle was attended by 250 local families.
- Land and Wave were exploring the provision of an overnight experience at cost price for 100 pupil premium children. Local schools, including St George's Primary School, were engaging with the offer.
- Careers events aimed at pupils in Years 7–9 will be held in the autumn, focusing on 'Green Careers'.

0725-39. DORSET COUNCILLOR'S REPORT

In his absence Cllr Wilson had provided a brief report which included:

Flooding/Surface Water Drainage

- No further update subsequent to June PC meeting. Awaiting confirmation of date for BT OpenWorld site visit.

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Planning

- Downs Quarry: Requested engagement with DC Minerals Team to understand approach to appeal and how to provide constructive input.
- Dorset Local Plan: formal consultation begins 18th August for 13 weeks. No content will be released ahead of 18th August.

0725-40. PUBLIC PARTICIPATION

- A query was raised regarding the activities to be provided by Land and Wave, with concern expressed that the activities should be low impact and not have a detrimental effect on the natural environment.
- It was reported that the gate near the allotments had been locked. Concern was raised regarding potential obstruction to emergency vehicle access.

0725-41. MATTERS ARISING FROM PUBLIC PARTICIPATION

Further to concerns raised regarding the locked gate near the allotments, it was noted that although the gate had previously been left unlocked, recent misuse by contractors had resulted in it being locked. It was suggested that a key be made available and kept at the allotments to allow emergency vehicle access if required.

0725-42. PLANNING AND LICENCING MATTERS

1. P/LBC/2025/02797 Location: Durnford House, 64 High Street, Langton Matravers, BH19 3HB. Proposal: Repair stone wall and gate pier to the right hand side of gates due to damage. Consultee Comments by 18th July 2025 (Public by 25th July 2025).

Members noted that the Chairman had spoken with the conservation officer directly and a schedule of work would be required.

It was proposed by the Chairman, seconded by Councillor Golob and **RESOLVED UNANIMOUSLY**: - That the Council raise no objection to the application.

Appeals:

2. P/FUL/2023/07355 Location: Downs Quarry, Kingston Road, Worth Matravers, Swanage BH19 3JP. Description: Northern extension of Downs Quarry for extraction of building stone. Appeal Reference: APP/D1265/W/25/3365869. Appellant: Lovell Stone Group Ltd. Appeal Start Date: 25th June 2025. An appeal has been made to the Secretary of State, Appeal against refusal of Dorset Council. Comments by 30th July 2025.
3. P/VOC/2023/07502 Location: Downs Quarry, Kingston Road, Worth Matravers, Swanage BH19 3JP. Description: 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). Appeal Reference: APP/D1265/W/25/3365874. Appellant: Simon Hart. Appeal Start Date: 25th June 2025. An appeal has been made to the Secretary of State, Appeal against refusal of Dorset Council. Comments by 30th July 2025.

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4. P/VOC/2023/07522 Location: Downs Quarry, Kingston Road, Worth Matravers, Swanage BH19 3JP. Description: 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). Appeal Reference: APP/D1265/W/25/3365872. Appellant: Simon Hart. Appeal Start Date: 25th June 2025. An appeal has been made to the Secretary of State, Appeal against refusal of Dorset Council. Comments by 30th July 2025.

It was reported that Councillor Wilson had been consulted regarding the most appropriate course of action in preparing a response to the Planning Inspectorate in relation to the appeals for Downs Quarry (as referenced in points 2, 3, and 4 above), potentially in coordination with Worth Matravers Parish Council. It was agreed that the Council's previous objection should remain in place. It was also noted that a consultation would be held on Dorset Council's Minerals and Waste Plan (anticipated to follow the same timetable as the Dorset Local Plan but expected to conclude sooner); however, as the plan has not yet been formally adopted and is still considered emerging policy, its weight in the appeal process may be limited.

It was AGREED:- That a letter be drafted reiterating the Council's original objection and specifically addressing the three grounds for appeal, namely, the alleged need for quarry expansion due to a reduction in marble, the potential loss of employment, and the potential loss of amenity, setting out the Council's continued opposition on these points.

For information:

5. P/TRC/2025/03406 Location: Garfield Cottage, Garfield Lane, Langton Matravers, BH19 3HJ. Proposal: T1 Lime - Reduce to a height of 8 metres retaining lateral growth below this height. T2 Lime - Reduce to a height of 8 metres retaining lateral growth below this height. Comments closed. The pollarding was noted.

Consultations:

6. Dorset Council – Draft Local Nature Recovery Strategy - This draft local nature recovery strategy provides a 10-year framework to help everyone work together towards a shared vision for nature recovery in Dorset. Closes 30th July 2025. Youth Survey Closes 1st August 2025.
7. Dorset Council - Housing Allocation Policy Consultation - This scheme explains how to register for housing, how applications are assessed, and how properties are allocated. Closes: 24th August 2025
8. Dorset Council – Pleasure Boat, Vessel and Boatperson Licencing Policy Consultation - Dorset Council is proposing to introduce a new policy for the licensing of Pleasure Boats, Vessels and Boatpersons. Closes 13th September 2025.

It was noted that all consultations were available on the Parish Council's website, and Members may respond individually should they wish to do so.

0725-43. PREVIOUS MEETING MINUTES

It was proposed by Councillor Knight, seconded by Councillor Golob and RESOLVED UNANIMOUSLY: - That the Minutes of the Council Meeting held on 12th June 2025 be approved as a correct record and signed.

0725-44. MATTERS ARISING FROM PREVIOUS MEETING

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There were no matters arising on this occasion.

0725-45. CLERKS REPORT

The Clerk provided a report which included:

a) Finance & Audit

Bank Accounts

To note: Unity Current T1 Bank balance as at 30th June 2025: £28,819.48 0725-46 a)

Unity Instant Access Bank Balance as at 30th June 2025: £71,671.72.

Lloyds Bank account – process of closure – awaiting balance.

HMRC Payment this month covered tax for Month 3 (NIC contribution only had been made in Month 3 at £94.87) £266.00 tax for Month 3 is added this month (4). Month 4 total £311.90. Total payment = £577.90

Insurance: Previously renewed in 2023 on two year (long term agreement which fixes the annual renewal fee). The Buildings and Contents cover (amount they would pay out) has increased between 20-28%. The last renewal amount was £730.79, and this year is £782.20 (less than 8% increase).

Further to a brief discussion it was proposed by Councillor Knight, seconded by Councillor Christie and RESOLVED UNANIMOUSLY:- That the insurance be renewed with same provider Hiscox (Gallagher) on a three year term, with a review of insurance provision undertaken in early 2028.

AGAR - Email received from BDO Ltd to confirm AGAR and supporting documents has been received. The audit will be undertaken between June and August and we will be notified of completion.

The Public Rights Inspection Period will finish on Friday 11th July 2025. No appointments had been made.

Internal Audit – Chairman and Clerk to review the auditor's report and bring to a future meeting (Aug/Sept).

SSE - a comparison with other suppliers was required.

b) Administration

Play area – ROSPA report – the findings of the report will be reviewed, and an update will be forwarded to Members.

It was noted that the Government had provided the results of the consultation on remote meetings. Only unitary councils would be permitted to use proxy voting. The Government had stated that local areas would need to develop policies relevant to their specific circumstances. When further guidance had been issued it is anticipated that the Governance Working Party would meet to draft an appropriate policy.

c) Projects & Actions Update

Ongoing projects/actions:

Cemetery gate repair – quotations/repair being sought – reported under Agenda item 0725-50 – The Groundsman made a temporary repair on 12th June 2025. A verbal quote

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had been received from The Man Shed - Materials less than £100, donation to the project for labour costs, however the group could not guarantee a timeframe for completion.

d) Correspondence & Consultations

Key letters/emails received from residents, unitary council, or other bodies:

Dorset Council are now only implementing the Refuse Centre booking system at Wimborne, Dorchester, Shaftesbury, and Sherborne.

<https://www.dorsetcouncil.gov.uk/news/new-booking-system-coming-later-this-year-at-household-recycling-centres>

Bin damaged and overflowing in School Field – logged on Dorset Council portal.

Grass cutting at Three Acre Lane – logged on Dorset Council portal and Cllr Wilson looking into this.

Spyway Orchard – concern over ASB – Aster have contacted residents directly – no further action from Aster but offer of a letter to be circulated to all households.

Finger post at Coombe Corner – it was noted that maintenance may be required in the near future, and that it should not be replaced with a plastic alternative.

e) Training & Support

The Working at Heights course had been booked for four in order to move the SID as required.

f) Dates & Calendar

Upcoming events for councillors:

Dorset Council - Dorset Local Plan – Parish and Town Council Event -14th July 2025 at Dorchester Corn Exchange 11 am – 1 pm or 2 - 4 pm - Councillors wishing to attend to notify the Clerk.

Quarry Liaison Meeting – Thursday 17th July at 5 p.m. at the Suttle Stone Quarries – Councillors wishing to attend to notify the Clerk.

Upcoming Community events:

Allotment Open Day – Sunday 3rd August 2025, 3 - 5 p.m.

Church Fete – Saturday 9th August 2025, 2 – 5 p.m.

0725-46. FINANCIAL MATTERS

To discuss financial matters plus any recommendation and agree a way forward. To discuss financial matters plus any recommendation and agree a way forward.

a. Bank balance. Unity Current T1 Bank balance as at 30th June 2025: £. £28,819.48.

b. Unity Instant Access Bank Balance as at 30th June 2025: £71,671.72.

c. Monthly income and expenditure

To approve the monthly expenditure and note the income. Noted.

It was proposed by Councillor Knight, seconded by Councillor Golob and RESOLVED UNANIMOUSLY:- That a Unity Debit card application for the Clerk would be processed.

d. To confirm insurance policy renewal, it was noted this had been agreed under Minute No. 0725-45 a).

0725-47. POLICIES

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- a. To consider recommendations from the Governance Working Party in regard to the Risk Register, Asset Register, Reserves Policy, and Investment Policy.

Further to a meeting of the Governance Working Party held on 8th July 2025, Members reviewed the Risk Register, circulated prior to the meeting. The following points were noted:

G2 – Scheme of Delegation needs a review and to be updated.

G8 – Record retention – a review of paper records needs to be undertaken, and appropriate processes put in place to include a review of internet accessibility.

F5 – Payment card – the council may wish to give consideration to a review of the control process for use of the card.

F9 – Loans and Investments – Council may wish to give consideration to the adoption of an Investment Policy in accordance with Statutory Guidance on Local Government Investments.

A3 – Staff continuity – A staff continuity plan is required.

A6 – Stores and Equipment – Council may wish to consider security marking high value equipment.

It was proposed by Councillor Knight, seconded by Councillor Christie and RESOLVED UNANIMOUSLY:- That the Council notes and approves the Risk Register.

It was further proposed by Councillor Knight, seconded by Councillor Christie and RESOLVED UNANIMOUSLY:- That the Council requests the Clerk to investigate and action items G2, G8, F5, F9, A3 and A6 as noted above.

Members noted that it had previously been the practice to review all policies on an annual basis. However, given the time required to undertake this, Members AGREED:- That the review of policies and procedures would henceforth be conducted within the relevant legal framework, and that each policy would be reviewed on a rolling three-year cycle, unless earlier review was required due to changes in legislation or other circumstances.

It was noted that the Asset Register and Reserves Policy had been reviewed in January 2025.

0725-48. CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements on this occasion.

0725-49. ALLOTMENT FENCING QUOTATIONS – UPDATE

Further to Minute No. 0625-29 of the Council Meeting held on 12th June 2025, it was reported that the contractor would be contacted to check whether they would provide a quotation. The two original companies would again be contacted to provide a separate quotation for posts only and an update would be provided at a future meeting.

0725-50. CEMETERY GATE REPAIR/REPLACEMENT QUOTATIONS - UPDATE

Further to Minute No. 0625-29 of the Council Meeting held on 12th June 2025, it was reported that the temporary repair had ensured the gate was operational and an update would be reported to a future meeting.

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0725-51. LEASE MATTERS – UPDATE

Further to Minute No. 0625-29 of the Council Meeting held on 12th June 2025, it was reported that the amendments suggested had been included within the revised lease (version 7) with the exception of the use of the word Landlord being used in preference to Lessor (standard in the mandatory Land Registry Clauses). It had been confirmed that the public would have the right to use the field outside of school hours for public recreational use.

It was therefore proposed by Councillor Knight, seconded by Councillor Watson and **RESOLVED UNANIMOUSLY:-** That the Council should enter into the Lease with Coastal Learning Partnership, as set out in version 7, and be signed by the Chairman and Clerk prior to return to Coastal Learning Partnership.

0725-52. DORSET CPRE

A letter to councillors from Dorset CPRE had been circulated prior to the meeting and was noted.

0725-53. 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 – Nothing to report
- c. Highways and Transport – It was reported that a meeting would be held with the Chairman, Councillors Golob, Kwantes and Sutton to discuss the correspondence from Dorset Highways regarding the repair of the footway in front of the church and an update would be provided to a future meeting.
- d. Parish Amenities (including Cemetery, allotments, playground and woodland trail) - It was reported that one vacant allotment plot had become overgrown, and the grass was seeding. It was noted that strimming may be required.
- e. Parish infrastructure (including street lighting, toilets, bus shelter, parish office and utilities – It was noted that there would be a power outage in the village on 1st and 2nd September between 9 a.m. and 4 p.m. due to the cutting of trees near to power lines. Homes affected would be sent communication from SSE. It was noted that should residents be recorded on a 'priority list' they would receive early notification.
- f. Quarries / Agriculture – Nothing to report
- g. Community & Communications (including surgery, school liaison & grant application) - Nothing to report
- h. Environment and Tourism - Nothing to report
- i. Emergency Planning - Nothing to report

0725-54. DATE OF NEXT MEETING

The next meeting:

Date: Thursday 14th August 2025

Location: Langton Matravers Village Hall

Time: 19:00

The meeting closed at 20.45.

Sign:

Chairman: Cllr Pearson

Date:

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