

Community Action Lytchett Matravers (CALM)

Minutes of the steering committee meeting held at 7.30pm on Tuesday 10 June 2008 in the Blanchard Room, Village Hall, High Street, Lytchett Matravers

Present

Andrew Carmichael – Chairman
Paula Taylor – Treasurer
David Newman Secretary
Andrew McClure
Andrew Goss
David Howe
John Hyde
Ann Patrick
Ann Richardson
Pat Packer
Anthony Packer
David Everitt
Jill Everitt
Pauline Gainsford

Caroline Sawyer
Adrian Russell
Sue Haines
Rosie Endecott
Dick Endecott
Sandra Coleman
Jayne Morris
David Sawyer
Linda Carmichael

Guest Speaker from Purbeck Dc
Margaret Cheetham

Meeting

The Chairman opened the meeting at 7.30pm.

An Agenda and proposed Constitution and Articles of Association had been circulated to all members of the association with known email address in advance. Hard copies were available at the meeting.

1. Guest Speaker Margaret Cheetham – Purbeck District Council

The Government is considering the Panel report for the South West Regional Strategy and is expected to make a formal decision on it in the late summer. At that time, (and not before, as formal replies cannot be given to correspondence received by Government before a decision on the report has been given) if it is approved, there is a 12 week window to make formal objections to it. The elected members of PDC are opposed to the plan and need information collected from those willing to complete questionnaires in order to inform their response.

The Purbeck District Council (PDC) has issued a questionnaire, one to all households, concerning the Western Extension in N E Purbeck, entitled “Thriving communities in balance with the natural environment”.

The questionnaires are PDC’s initial enquiry for information.

The area on the map shown in the questionnaire (page 4) is the area within which the development, if approved will take place.

The answers to the questions are a series of multiple choices. Questions can be given more than one response, but to many response to any one question is only likely to dilute the outcome was the view expressed at the meeting. The idea is to select those response that give rise to the most concern.

To get an understanding of the issues and options it was decided that a useful approach would be to go through the questions one at a time. This allowed the purpose of the question to be explained by MC and gave the opportunity for further related questions on each of them from the members attending.

Some of the points arising from the session were:-

The current level of development of houses in the whole of the Purbeck area is 105 pa over a 20 year period and this figure is shown in the Regional Spatial Strategy Draft report for 2006-26.

The panel report changed this figure to 120 pa and added the extra 2750. The 2750 being specific to the North East Purbeck area only. Raising this to this level has resulted in an increase for the housing development in Purbeck of 146%. This is 109% greater than any other Dorset area.

Any development is likely to south of Lytchett towards Upton potentially linking both areas as suburbs of Poole and a loss of local identity for both areas, and a serious loss of open space. But no one knows precisely where any development will take place if the plan is approved, except that it will not be north of Lytchett.

4 areas were considered as potential for further development and they were Wareham, Worgret, Wool and Lytchett and the panel's report drew particular attention to Lytchett giving reasons in their report for dismissing the other areas.

Green belt land was designated green belt as planning criteria to stop towns merging, but the Government can overrule it. Under normal circumstances this will not happen but the Panel's report considers that the case for the development qualifies as exceptional circumstances and as a consequence if their plan is approved later in the summer then the existing green belt⁶ is likely to be developed upon. Copies of the Spatial Strategy report and the panel's changes to it can be found on various websites -- the South West Regional Assembly, Purbeck DC & Dorset CC.

The Dorset CC (DCC) has commissioned a report on the panels report and this raises some serious doubts about how the panel used some of the information it had and the interpretation of it. Fr instance some of the population forecast from the Government have been taken at face value and little or now allowance made for statistical error. A copy of the report is on the Planning part of the DCC website.

The completed questionnaire should show the post code of the compiler as this can be used for matching responses to gauge the weight of the responses to particular questions in the same area. The post code will not identify individuals, but the results could be collated by post code area to compare to the number of dwellings known to exist to ensure that entries were not being duplicated. It was suggested that the returns could be on the basis of a family response, if appropriate

Supplementary comments can be appended on a sheet of paper, cross referenced to the question number and attached to the completed questionnaire.

Returns need to be sent to PDC to arrive at the latest by 28 July 2008

This session of the meeting ended at 8.40pm and MC then left the meeting.

2. Executive

2.1 Appointment: David Newman offered to act as Secretary of the association for documentation and minute taking purposes. His offer was accepted unanimously by those members present.

2.2 Appointment: Ann Richardson offered to act as Press Officer of the association. Her offer was accepted unanimously by those members present

Actions 2.1 & 2.2 confirmed as complete

3. Finances

3.1 Bank Account

3.1.1 The Treasurer had investigated Treasurer's accounts and proposed opening an account with the Poole branch of the Royal Bank of Scotland.

3.1.2 Resolution: It was resolved that a Treasurer's Account be opened at the Poole branch of the Royal Bank of Scotland.

3.1.3 Action:	<u>Treasurer</u> to open a Treasurer's Account with the Poole branch of the Royal Bank of Scotland. <u>Chairman</u> and <u>Secretary</u> to call into Royal Bank of Scotland, Poole branch, with necessary personal documents to meet the requirements of anti-money laundering legislation.	Action completed, awaiting account details from the bank. £28 deposited
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3.2 Request to Parish Council for a grant of funds

3.2.1 Parish Council funding for the association will be discussed at the Parish Council meeting on Monday 16 June 2008. It was suggested that the association asks for not more than £800 at this stage as this would minimise processing delays.

3.2.2 Action:	<u>Treasurer</u> to write to Lytchett Matravers Parish Council to request a grant of funds for the association.	Ahead of the Parish Council meeting on 16 June.
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Action -- A letter has been drafted for the Parish Council for their consideration at their meeting of 16 June.

3.3 Membership and the need or otherwise to pay an annual fee

An issue was raised concerning the need for funds and if membership fees should be charged to provide a regular source of income. This was discussed and it was agreed that the purpose of the group is not for the benefit of individual members of the group but to raise awareness of the issues then a fee for membership would not be appropriate. All agreed that this was free. This was proposed by Ac and seconded by PT. There were no objections.

3.3.1 Resolution	No membership fees are charged.	AC proposed PT seconded Carried unanimously
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4. Communication

4.0 Press Officer

4.0.1 AR informed the members that she had made contact with Local and national papers, television and radio and had received some positive feedback. The Daily Telegraph has a feature on the South West shortly and is seeking an interview from someone to discuss the problem that the area faces and the purpose of the pressure group. After some discussion it was considered appropriate for AR to come up with an appropriate form of words.

4.0.2 Action	Ann Richardson to speak with the Daily Telegraph about the overall aims of the pressure group	AR to arrange and report back. 17/6
4.0.3 Action	Need to form a Press Focus group on non political lines, and set aims and objectives.	AR to arrange and report back. 17/6

4.1 Website

4.1.1 The domain name www.lytchett-matravers.net has been purchased. Individual members may choose to have on-line addresses linked to this site in the form: name@lytchett-matravers.net.

4.1.2 As a minimum, the website should initially aim to have the following pages: home page; links to other relevant websites, including Purbeck District Council; articles relating to this and other relevant local developments published in the local and national press; a transcript of the recent Radio 4 interview with Hazel Blears where she talked about the sanctity of the green belt; other MPs' prognostications on the subject, including those of local Liberal Democrat MP Annette Brooke; the constitution of the association. Later, forums for comment can be added.

4.1.3 Action: **Sara Powell to develop website with aim of having basics in place by time of next steering committee meeting on Tuesday 10 June.**

The website is up and running. Development is ongoing. Ongoing.

4.1.4 Action: **Association members to submit relevant material to Sara Powell.**

4.2 Letter writing

4.2.1 The Chairman has developed a list of people to whom he wants the association to write letters. Letters may be composed by members of the association on behalf of the Chairman, but are to go out in the name of the Chairman with the Chairman's personal address. The list includes: Christopher Lees; BBC Radio 4 Today Programme; Lord Rogers the architect; Prince Charles; Tamsin Ormond. The Chairman also wants links with the Lytchett Minster and Christchurch groups.

4.2.2 The formation of a sub-group to compose letters was proposed. Paula Taylor, John Hyde, David Howe and Jim Cunningham volunteered.

4.2.3 Action:	<u>Letter writing sub-group</u> to meet at 7.30pm on Monday 9 June in the Parish Office to develop a plan of action and report back to the next steering committee meeting on Tuesday 10 June. A timetable of key letter writing milestones to be established.	Draft letter reviewed @10/6. Group meetings Ongoing.
4.2.3.1 Action	Letter to show choices of content on the reverse to make objections individual and to inform prospective writers of the key issues that they need to consider	JH to arrange Report back 17/6
4.2.3.2 Action	Letter to go on the website	JH to arrange - Report back 17/6
4.2.3.3 Action	No letters to Government before the decision on the panels report is announced by HB.	Agreed by the members 10/6
4.2.3.4 Action	AC 's letter to HB (copy to GB) reply awaited	AC ongoing Report back 17/6
4.2.3.5 Action	John Hyde suggested setting up a petition on the PM's website and agreed to look into this and report back to the group.	JH to report back 17/6

4.2.4 Jim Cunningham gave his apologies for the sub-group meeting on 9 June.

4.3 Logo

4.3.1 Various logos for the association were presented for consideration. The Chairman identified a need for them on: (1) headed letter paper; (2) T-shirts.

4.3.2 The formation of a branding sub-committee was proposed. Sandra Coleman, Jayne Morris, Gill Bobin and Linda Carmichael volunteered.

4.3.3 Action:	<u>Branding sub-committee</u> to meet at 4pm on Wednesday 4 June at Hopman's Cottage, High Street to agree logo and any other branding matters and report back to the	Colours previously now not available ,
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next steering committee meeting on Tuesday 10 June. & a substitute colour chosen.

Meetings ongoing. Ongoing

4.3.4 Action 500 Wristbands bought for sale at the carnival -- showing CALM - www.lytchett-matravers.net

4.3.5 Action Order placed for 20 T Shirts showing Logo. More will be supplied on a as and when needed basis

Ongoing

4.3.6 Resolution Expenses deemed necessary and incurred by Executive Focus Group members will be met from the members CALM bank account.

Confirmed by the meeting 10/6/2008

5. Events and publicity

5.1 *Lytchett Matravers carnival event*

5.1.1 The carnival will be held on 21 June 2008. There was discussion of a range of ideas for inclusion on the association's stall including: purchasing rubber wrist bands identifying CALM aimed at teenagers; the printing of T-shirts with logos; having maps of the development proposals for people to see; having available copies of the current Purbeck District Council survey for members of the public to complete. The committee was also informed that the planners from Purbeck District Council would like to be present so that they can speak to members of the public.

5.1.2 The formation of a carnival sub-committee to consider the association's carnival day stall was proposed. Sandra Coleman, Jayne Morris, Gill Bobin and Linda Carmichael volunteered.

5.1.3 Action: Meeting of the carnival sub-committee to follow that of the branding sub-committee on Wednesday 4 June at Hopman's Cottage, High Street, agree theme and content of stall and plan of action and report back to the next steering committee meeting on Tuesday 10 June.

Meeting on 4 June; report back on 10 June. Outline Draft plan timetable and manning needs outlined by LC.

5.1.4 Action Carnival sub-committee to produce a rota for manning the stall on 21 June and present to next steering committee meeting on Tuesday 10 June.

Ongoing Ongoing

.5.1.5 Action A booking of a space in the field and for the stall is needed

LC to report back 17/6

5.1.6 Action The website address on a sheet for tearing up on the carnival stand

PT to arrange and report back 17/6

5.2 *Bournemouth bus protest event; communication with the press*

5.2.1 Hazel Blears will be at the BIC at 4.45pm on Thursday 3 July. The cost of hiring a coach to register our concern with the proposed development would be prohibitively expensive. We should

consider other ways of getting to Bournemouth. We need to decide on our message and means of delivery. It might be sensible to co-ordinate action with Lytchett Minster. The press should be kept informed, notably the Daily Echo and local free advertising papers. We have a contact at the Echo: Juliette Astrup, Chief Reporter – Poole, 85 Dolphin Centre, Poole, BH15 1SZ; tel: 01202 675503; fax: 01202 668829; juliette.astrup@bournemouthecho.co.uk.

5.2.2 The formation of a protest sub-committee to consider the protest event was proposed. Sandra Coleman, Sue Haines and Jayne Morris volunteered. Ann Richardson volunteered to act as press officer. It was agreed that in addition to other lines, the association should also communicate regularly with residents of Lytchett Matravers via the monthly Parish Magazine.

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| 5.2.2.1 Action | An outline of the aims and purpose of the group to be written up. | AR to report back 17/6 |
| 5.2.3 Action: | <u>Meeting of the protest sub-committee</u> to be held at Sandra Coleman’s house at a time and date to be agreed between sub-committee members, agree plan of action for protest and report back to the next steering committee meeting on Tuesday 10 June. | Date of meeting to be agreed; report back on 10 June. |
| 5.2.4 Action: | <u>Ann Richardson</u> to inform local press of our association, its aims and the protest once the plan of action proposed by the protest sub-committee has been agreed by the full steering committee. | Following agreement of plan of action. |
| 5.2.5 Action: | <u>Chairman</u> to write an article for the Parish Magazine informing the residents of Lytchett Matravers about the association, its aims and the proposed plan of action, within the deadline for publication. | Ongoing
Following agreement of plan of action. |
| | | Ongoing |

5.3 Winter review

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| 5.3.1 Action: | <u>Adrian Russell</u> to pursue initiative for raising funds for a possible winter Review. | No further action for the time being |
| | A report showing the purpose, progress, timescale and the proposals was produced by AR who introduced it. This was discussed by the members who did not consider it appropriate at this time. There were some concerns expressed at the support it might get. | |

Please Note.

A copy of the proposal is held on file for future reference.

DN 12/5/2008

6.2 History

6.2.1 It was felt that the association's case might be strengthened with an improved understanding of the history of the area being considered for development.

6.2.2 The Lytchett Matravers library showcase has been booked by the association for the period 16 June 2008 to 19 July 2008.

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| 6.2.3 Action: | <u>Ann Patrick</u> to contact Shirley Percival and Peter Burbidge regarding the history of the area proposed for development. | Making progress and will be reporting back 17/6 |
| 6.2.4 Action: | <u>Rosie Endecott</u> to fill the library showcase to draw attention to the development, the association and its aims. | The board was produced and members advised that it will be in the Library in June / July for people to note comments and views.
Complete. |

6.3 Natural resources and amenities

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| 6.3.1 Action: | <u>Rosie Endecott</u> (RE) to arrange comprehensive wildlife and moth studies at site of proposed development. | Report back to steering committee. |
| | RE reported that she is willing to arrange a series of afternoon and evening walks of the footpaths in the Lytchett area. | Ongoing 17/6 |
| 6.3.2 Action: | <u>Chairman</u> to contact David Bowsher and Lewis Williams about a study of the fungus at site of proposed development. | Report back to steering committee |
| | AC reported that LW no longer involved and that he will be making contact with DB. | Ongoing 17/6 |

6.4 Managed resources and amenities (land use)

6.4.1 The purpose is to develop an information base about the local area and proposed development site. It was noted that Purbeck District Council intends to make available during the summer a map showing land within built areas in Purbeck that people would be prepared to sell/release for infill and marginal development.

- 6.4.2 Action:** Martyn Colvey to send Wendy Meaden's email address to the Chairman. As soon as possible.
- 6.4.3 Action:** Chairman to contact Wendy Meaden about local area land use and other relevant information. Ongoing 17/6
Report back to steering committee
Ongoing 17/6

7. Any other business

7.1 Margaret Cheetham, Planning Policy Team, Purbeck District Council

- 7.1.1 Action:** Chairman to invite Margaret Cheetham, Planning Policy Team, Purbeck District Council to the next steering committee meeting on Tuesday 10 June. Action Complete

7.2 Circulation of contact details for steering committee members

- 7.2.1 Action:** Gill Bobin to produce a list of contact details of members present at the steering committee meeting on 3 June for circulation at the next steering committee meeting on Tuesday 10 June. Ongoing 17/6
- 7.2.2 Action** On the first Sat. in August the LM Flower, Craft and Produce show is held and there should be something in the foyer to ensure people are aware of the report and the need to write and object if the decision is made to go ahead with the housing infill. Ann Patrick to arrange. Ongoing

The Chairman closed the meeting at 10.15pm.

David Newman
Secretary, CALM
14 June 2008

SUMMARY OF APPOINTMENTS, RESOLUTIONS AND ACTIONS

2.1 Appointment: David Newman offered to act as Secretary of the association for documentation and minute taking purposes. His offer was accepted unanimously by those members present.

2.2 Appointment: Ann Richardson offered to act as Press Officer of the association. Her offer was accepted unanimously by those members present

Actions 2.1 & 2.2 confirmed as complete

3.1.2 Resolution: It was resolved that a Treasurer's Account be opened at the Poole branch of the Royal Bank of Scotland.

Resolution 3.1.2 now complete

3.1.3 Action: Treasurer to open a Treasurer's Account with the Poole branch of the Royal Bank of Scotland. Chairman and Secretary to call into Royal Bank of Scotland, Poole branch, with necessary personal documents to meet the requirements of anti-money laundering legislation. **Action completed , 10/6. Now awaiting account details from the bank. £28 deposited**

3.2.2 Action: Treasurer to write to Lytchett Matravers Parish Council to request a grant of funds for the association. **Ahead of the Parish Council meeting on 16 June.**
A letter has been drafted for the Parish Council for their consideration at their meeting of 16 June.

3.3.1 Resolution	No membership fees are charged.	AC proposed PT seconded Carried unanimously
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Resolution 3.3.1 now complete

4.0.2 Action	Ann Richardson to speak with the Daily Telegraph about the overall aims of the pressure group	AR to arrange and report back. – 17/6
4.0.3 Action	Need to form a Press Focus group on non political lines , and set aims and objectives.	AR to arrange and report back. – 17/6

4.1.3 Action:	<u>Sara Powell</u> to develop website with aim of having basics in place by time of next steering committee meeting on Tuesday 10 June.	The website is up and running. Development is Ongoing.
4.1.4 Action:	<u>Association members</u> to submit relevant material to Sara Powell.	Ongoing.
4.2.3 Action:	<u>Letter writing sub-group</u> to meet at 7.30pm on Monday 9 June in the Parish Office to develop a plan of action and report back to the next steering committee meeting on Tuesday 10 June. A timetable of key letter writing milestones to be established.	Draft letter reviewed @10/6. Group meetings Ongoing.
4.2.3.1 Action	Letter to show choices of content on the reverse to make objections individual and to inform prospective writers of the key issues that they need to consider	JH to arrange Report back 17/6
4.2.3.2 Action	Letter to go on the website	JH to arrange - Report back 17/6
4.2.3.3 Action	No letters to Government before the decision on the panels report is announced by HB.	Agreed by the members 10/6
4.2.3.4 Action	AC 's letter to HB (copy to GB) reply awaited	AC ongoing Report back 17/6
4.2.3.5 Action	John Hyde suggested setting up a petition on the PM's website and agreed to look into this and report back to the group.	JH to report back 17/6
Action 4.2.3.3 complete		
4.3.3 Action:	<u>Branding sub-committee</u> to meet at 4pm on Wednesday 4 June at Hopman's Cottage, High Street to agree logo and any other branding matters and report back to the next steering committee meeting on Tuesday 10 June.	Colours previously now not available, & a substitute colour chosen. Meetings Ongoing.
4.3.4 Action	500 Wristbands bought for sale at the carnival -- showing CALM - www.lytchett-matravers.net	Ongoing
4.3.5 Action	Order placed for 20 T Shirts showing Logo. More will be supplied on a as and when needed basis	Ongoing
4.3.6 Resolution	Expenses deemed necessary and incurred by Executive Focus Group members will be met from the members CALM bank account.	Confirmed by the meeting 10/6/2008

Resolution 4.3.6 now complete

5.1.3 Action:	<u>Meeting of the carnival sub-committee</u> to follow that of the branding sub-committee on Wednesday 4 June at Hopman's Cottage, High Street, agree theme and content of stall and plan of action and report back to the next steering committee meeting on Tuesday 10 June.	Meeting on 4 June; report back on 10 June. Outline Draft plan timetable and manning needs outlined by LC. Ongoing Ongoing
5.1.4 Action	<u>Carnival sub-committee</u> to produce a rota for manning the stall on 21 June and present to next steering committee meeting on Tuesday 10 June. A booking of a space in the field and for the stall is needed	LC to report back 17/6
5.1.5 Action	5.1.6 Action	PT to arrange and report back 17/6
5.2.2.1 Action	An outline of the aims and purpose of the group to be written up.	AR to report back 17/6
5.2.3 Action:	<u>Meeting of the protest sub-committee</u> to be held at Sandra Coleman's house at a time and date to be agreed between sub-committee members, agree plan of action for protest and report back to the next steering committee meeting on Tuesday 10 June.	Date of meeting to be agreed; report back on 10 June.
5.2.4 Action:	<u>Ann Richardson</u> to inform local press of our association, its aims and the protest once the plan of action proposed by the protest sub-committee has been agreed by the full steering committee.	Following agreement of plan of action. Ongoing
5.2.5 Action:	<u>Chairman</u> to write an article for the Parish Magazine informing the residents of Lytchett Matravers about the association, its aims and the proposed plan of action, within the deadline for publication.	Following agreement of plan of action. Ongoing
5.3.1 Action:	<u>Adrian Russell</u> to pursue initiative for raising funds for a possible winter Review. A report showing the purpose, progress, timescale and the proposals was produced by AR who introduced it. This was discussed by the members who did not consider it appropriate at this time. There were some concerns expressed at the support it might get.	No further action for the time being

Please Note.

A copy of the proposal is held on file for future reference.

DN 12/5/2008

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| 5.4.2.2 Action: | <u>Linda Carmichael</u> to lead on development and manning of association stall at Lytchett Matravers School Summer Fair on 4 July. | Ongoing |
| 6.1.2 Action: | <u>Martyn Colvey</u> to contact the Lytchett Minster group regarding a joint legal focus group. | Report back to steering committee. |
| 6.1.3 Action | David Howe introduced Andrew Goss (solicitor) who offered to help advise the group where there is a potential need. There may be specific items that need a legal view e.g., (in protesting where do we stand as individuals?) | Ongoing
Ongoing |
| 6.2.3 Action: | <u>Ann Patrick</u> to contact Shirley Percival and Peter Burbidge regarding the history of the area proposed for development. | Making progress and will be reporting back 17/6 |
| 6.2.4 Action: | <u>Rosie Endecott</u> to fill the library showcase to draw attention to the development, the association and its aims. | The board was produced and members advised that it will be in the Library in June / July for people to note comments and views.
Complete. |
| 6.3.1 Action: | <u>Rosie Endecott</u> (RE) to arrange comprehensive wildlife and moth studies at site of proposed development. | Report back to steering committee. |

	RE reported that she is willing to arrange a series of afternoon and evening walks of the footpaths in the Lytchett area.	Ongoing 17/6
6.3.2 Action:	<u>Chairman</u> to contact David Bowsher and Lewis Williams about a study of the fungus at site of proposed development.	Report back to steering committee
	AC reported that LW no longer involved and that he will be making contact with DB.	Ongoing 17/6
6.4.2 Action:	<u>Martyn Colvey</u> to send Wendy Meaden's email address to the Chairman.	As soon as possible.
6.4.3 Action:	<u>Chairman</u> to contact Wendy Meaden about local area land use and other relevant information.	Ongoing 17/6 Report back to steering committee
		Ongoing 17/6
7.1.1 Action:	<u>Chairman</u> to invite Margaret Cheetham, Planning Policy Team, Purbeck District Council to the next steering committee meeting on Tuesday 10 June.	Action Complete
7.2.1 Action:	<u>Gill Bobin</u> to produce a list of contact details of members present at the steering committee meeting on 3 June for circulation at the next steering committee meeting on Tuesday 10 June.	Ongoing 17/6
7.2.2 Action	On the first Sat. in August the LM Flower, Craft and Produce show is held and there should be something in the foyer to ensure people are aware of the report and the need to write and object if the decision is made to go ahead with the housing infill.	Ann Patrick to arrange. Ongoing