



Dorchester Town Council

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You are summoned to the meeting of the **Dorchester Town Council** in the **Council Chamber, Municipal Buildings, Dorchester** on **Tuesday 23 September** at **7.00pm**, to conduct the following business: -

Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate.

A Member who declares a pecuniary interest must leave the room unless a suitable dispensation has been granted.

A Member who declares a non-pecuniary interest may take part in the meeting and vote.

Public Speaking at the meeting

The Mayor has discretion to allow members of the public to speak at the meeting on items that have not already been resolved by a Committee. If you wish to speak please ask the Chairman before the meeting starts. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably possible.

Democratic Half Hour

There is an opportunity for members of the public to address the Council on any issue relating to Dorchester, which will commence at the conclusion of the Council meeting.

1. Apologies & Declarations of Interest

2. Minutes

To read, confirm and sign the minutes of the Meeting of Council of 22 July 2014 (Page 3).

3. Communications and Questions

- a) To receive communications from the Mayor or the Town Clerk
- b) To receive questions from Members in accordance with Standing Order 12(3).

4. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:

Planning and Environment Committee	4 August 2014 Page 6
Planning and Environment Committee	1 September 2014 Page 11
Special Planning and Environment Committee	8 September 2014 Page 18
Management Committee	9 September 2014 Page 20
Policy Committee	16 September 2014 Page 27

5. **Report of the Police Inspector for Dorchester**

To receive a report regarding recent policing issues.



Town Clerk 17 September 2014

Dorchester Town Council

Meeting of the Dorchester Town Council

22 July 2014

Present: Mayor P. Mann and Councillors V. Allan, D. Barrett, R. Biggs, S. Hosford, G. Jones, S. Jones, T. Jones, T. Loakes, R. Potter, M. Rennie, and D. Taylor.

In attendance: Henry Lovegrove, Internal Auditor and Hettie Burn, Dorchester Try This

Apologies: Councillors K. Armitage, C. Biggs, A. Canning, T. Harries, T. James, F. Kent-Ledger, A. Lyall and D. Roberts

15. Declarations of Interest

Councillor D. Taylor declared a non-pecuniary interest in item 11 of the Policy Committee, loan to Dorset County Museum, due to his role of Head of Fundraising for the Museum's campaign, and stated that he would not speak or vote on the item.

16. Minutes

The minutes of the meetings of the Council held on 19 & 20 May 2014 were confirmed and signed by the Mayor as a correct record.

A Councillor asked whether the Mayor's Speech to the Annual Meeting of Council had been made available, and the Town Clerk agreed to follow this up.

17. Communications & Questions

The Mayor introduced Mr Henry Lovegrove, and thanked him for his work as the Council's Internal Auditor from 2006 to 2014.

Miss Hettie Burn provided a short presentation of feedback from the Dorchester Try This event held in autumn 2013, and received congratulations from Councillors for the success and innovation of the event. She highlighted that information about the 2014 programme would appear soon on the website dorchestertrythis.org.uk. The Mayor invited the Council to include the criteria of innovation when it next reviewed its process for determining grants, and invited Miss Burn to consider with her peers how the event could be sustained into the longer term.

The Mayor thanked members for their attendance at two recent civic events, the Thomas Hardy birthday celebration and the Armed Forces Commemoration Service.

The Mayor reminded members that the Love Parks event would be taking place on 30th July in the Borough Gardens.

No questions had been received in accordance with Standing Order 12(3). The Town Clerk agreed to circulate the process for asking questions in accordance with Standing Order 12(3).

18. Planning and Environment Committee – 2 June 2014

It was proposed and seconded that the minutes of the meeting be adopted.

The Chairman updated members on progress on minute 3, the development of a position statement for the Prison site. A specialist advisor had been appointed and a first draft document would be available this week.

The draft document will be shared with District Council officers and the agents for the Prison site, but will remain in draft until considered by the Committee meeting of 1 September.

A discussion took place about the attendance of Dorchester District Councillors at their Development Control Committee meetings.

In relation to minute 5 a councillor raised the issue of the risk of different approaches to Residents Parking across the county area. The Chairman agreed to advise DAPTC of any further representations to Dorset County Council.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 2 June 2014 be adopted.

19. Planning and Environment Committee – 30 June 2014

It was proposed and seconded that the minutes of the meeting be adopted.

A number of Councillors voiced general dissatisfaction with the consultation process undertaken by Simons regarding the latest proposals for the Charles Street, and specifically the lack of formal consultation with the Town Council.

Resolved

- (1) That the Chairman write to Simons identifying the Town Council's concerns about the consultation, the absence of an opportunity for the Town Council to meet with Simons, and requesting feedback of the information gathered during the consultation process and their intentions regarding an economic impact assessment of the plans
- (2) That the minutes of the meeting of the Planning and Environment Committee held on 30 June 2014 be adopted.

20. **Management Committee – 8 July 2014**

It was proposed and seconded that the minutes of the meeting be adopted.

A councillor asked the Town Clerk to consider the feasibility of providing noticeboards for Members to place information regarding Council events.

The Town Clerk confirmed that discussions had taken place with Rethink about opening hours for the Borough Gardens kiosk during summer 2014, and that a review of arrangements would take place with Rethink at the end of the summer period.

Discussion took place about the appropriate member process to best manage the next stage of development of the Corporate Plan.

Resolved

- (1) That as part of a more general review of Panel processes the Policy Committee review arrangements for the member process to develop the Corporate Plan
- (2) That the minutes of the meeting of the Management Committee held on 8 July 2014 be adopted.

21. **Policy Committee – 15 July 2014**

It was proposed and seconded that the minutes of the meeting be adopted.

Resolved

- (1) That a loan of £30,000 be advanced to the operators of Dorset County Museum for a maximum period of one year in the first instance, at nil interest, subject to the Town Clerk carrying out a due diligence review of the Museum's financial position
- (2) That the minutes of the meeting of the Policy Committee held on 15 July 2014 be adopted.

22. **Police Matters**

The Town Clerk presented a written report from Inspector Marsh.

The Council rose at 8.03 pm.

Mayor

After the meeting the Democratic Half Hour covered Residents Parking issues.

Dorchester Town Council

Planning and Environment Committee

4 August 2014

Present: Councillors K. Armitage, R. Biggs, C. Biggs, F. Kent-Ledger, T. Loakes, P. Mann (Mayor), R. Potter, D. Roberts and D. Taylor.

Apologies: Councillors A. Canning, T. Harries, S. Hosford (Chair), S. Jones, T. Jones and M. Rennie

19. Appointment of Vice Chairman

Resolved

That Councillor R. Biggs be appointed as Vice Chairman of the Planning and Environment Committee for the remainder of the 2014/2015 municipal year.

In the absence of the Chairman, Councillor Hosford, the Vice Chairman took the chair for the meeting.

20. Minutes

The Minutes of the meeting of the Committee held on 30 June 2014 and adopted by Council on 22 July 2014 were confirmed and signed by the Chairman as a correct record.

The Committee Clerk reported that amended plans had been submitted for WD/D/14/001015 – Dorchester ATE, South Walks Road and members viewed the plans for revised wrought iron gates. In the light of these amended plans, and the fact that WDDC's Conservation Officer now supported the scheme, the Committee confirmed that they were happy to withdraw their objection to this application.

Resolved

That WDDC be advised that the Town Council withdraws its objection to WD/D/14/001015.

21. Minute Update Report

Resolved

That the Minute Update Report be noted.

22. Request for Parking Restrictions

A local resident of Monmouth Road, addressed the Committee. She detailed the continued and increasing problems being experienced with parked cars in the road, particularly the lower end. Not only were cars being parked for extended periods of time but cars were abandoned in inappropriate ways and places. Local residents did try to park considerately for their neighbours.

The Committee understood and sympathised with the problems detailed and those in the wider area including Cromwell and Alfred Roads. However, they were aware that DCC required evidence of considerable levels of local support for parking restrictions or residents' permits schemes before they would consider introducing such measures. Concerns were expressed about access for emergency and waste collection vehicles. Members suggested that it was quicker for local residents to initiate and gather the background evidence required, possibly with the support of ward councillors. They cautioned that genuine residents' commitment was needed for any schemes to give them the best chance of long term success. The current parking restrictions in the area were noted as was the fact that DCC already had on file a request from Dorset Police for measures around the junction of Cromwell and Alfred Road.

The lady mentioned that the temporary one way use of Monmouth Road seemed to have been very successful and popular with residents. Members considered that this could be another long term option for consideration and support for this could be included in any evidence gathered.

The Committee confirmed that it was happy to reconsider supporting parking measures/restrictions for Monmouth/Cromwell/Alfred Roads when more evidence of support from local residents for such measures was available.

Councillor R Potter left the meeting.

23. **Planning Applications**

The Committee considered planning applications referred to this Council for comment by West Dorset District Council and Dorset County Council and it was

Resolved

That West Dorset District Council and Dorset County Council be notified of the comments agreed on the various planning applications as set out at Appendix 1 to these minutes.

Councillor R Potter rejoined the meeting.

24. **Street Naming**

The Committee considered options for the names of several streets on the new 'St George's Meadows' development and Members agreed that these should reflect local characteristics where possible.

Resolved

That West Dorset District Council be advised that the Town Council's preferences for street names on the 'St George's Meadows' development are Long Bridge Way, Red Cow Lane and Dragon's Court.

25. Dorset County Council's Draft Local Flood Risk Management Strategy

The Committee considered the Town Council's response to Dorset County Council's Draft Local Flood Risk Management Strategy and made its comments on the feedback form.

Resolved

That the Town Councils' comments on the Dorset County Council's Draft Local Flood Risk Management Strategy be submitted via DorsetForYou.

26. Tree Works

Members were pleased to see that tree works applications WD/CA/14/00236 and WD/TP/14/00234 for the Presbytery, Culliford Road North included descriptions of the work to be undertaken and, with this information now available, they supported both applications. They also requested that replacement tree planting be undertaken on the site.

Resolved

That West Dorset District Council be advised that the Town Council has no objection to tree works WD/CA/14/00236 and WD/TP/14/00234 and that it requests that replacement tree planting be undertaken on the site.

27. Decisions on Planning Applications

The Committee noted the decisions made by West Dorset District Council on planning applications (contrary to Dorchester Town Council's comments) and withdrawn applications.

28. Urgent Item

There were no urgent items.

Chairman

Dorchester Town Council

Planning applications considered by the Planning and Environment Committee on 4 August 2014

1. **WD/D/14/001533 (Advertisement Consent)**
WD/D/14/001532
30 TRINITY STREET, DORCHESTER, DT1 1TT
Replace existing site signage with 2no new entrance canopies and a wall mounted sign
Conservation Area and Grade II Listed Building
No objection
2. **WD/D/14/001654 Listed Building Consent**
3 BREWERY SQUARE, DORCHESTER, DT1 1HX
Alteration of existing shop front, Installation of awning and proposed signage
Conservation Area and Grade II Listed Building
No objection
3. **WD/D/14/001539**
KINGS ARMS HOTEL, 30 HIGH EAST STREET, DORCHESTER, DT1 1HF
Proposed self contained biomass boiler container
Conservation Area
Recommend refusal. The orientation of the boiler container means that the flues are in close proximity to neighbouring properties. The position of the flues would have an adverse effect on the living conditions and residential amenity of neighbouring residents contrary to Policy DA6 of the West Dorset Local Plan. The Town Council would support the development if the orientation of the boiler container was reversed so that the flues were moved away from neighbouring properties or if it was moved to a different position in the car park again so the flues are away from neighbouring properties.
4. **WD/D/14/001379 (Retrospective)**
55 SOUTH COURT AVENUE, DORCHESTER, DT1 2BY
Erect new boundary fence
No objection
5. **WD/D/14/001454**
ROWAN HOUSE, 2 PRINCE OF WALES ROAD, DORCHESTER, DT1 1PW
To replace existing wooden sash windows with Upvc double glazing matching existing profiles and mechanisms
Conservation Area
No objection
6. **WD/D/14/001214**
10-24 HEATHCOTE CLOSE, DORCHESTER, DT1 1EY

Replacement of existing white painted timber windows with white UPVC DG windows.

Conservation Area

No objection

7. **WD/D/14/001795**

SOMERLEIGH COURT, SOMERLEIGH ROAD, DORCHESTER

Demolition of faceted 3-storey bay to east gable of Somerleigh Court and addition of larger 3-storey faceted bay with parapet roof forming a total of 3 additional rooms. Addition of new subservient square extension at first and second floor over existing void and parking area on north gable of Somerleigh Court, allowing 4 new ensuite rooms. Minor internal rearrangements to Somerleigh court, allowing the formation of 1 additional nursing room. (Creation of 8 additional rooms in total). Minor internal rearrangements to ground floor of Edgcumbe Manor to improve existing communal facilities.

Conservation Area and Grade II Listed Building

No objection

8. **WD/D/14/001878**

33 MONMOUTH ROAD, DORCHESTER, DT1 2DE

Change of use from retail (Use Class A1) to a 1No. Bedroom flat (Use Class C3)

No comment

9. **WD/D/14/001836**

102 MONMOUTH ROAD, DORCHESTER, DT1 2DQ

Demolition and replacement of existing Garage. Demolition of existing single storey outbuilding and provision of a new single storey extension and associated internal alterations.

No comment

Dorchester Town Council

Planning and Environment Committee

1 September 2014

Present: Councillors V. Allan, K. Armitage, A. Canning, T. Harries, S. Hosford (Chair), T. Loakes, P. Mann (Mayor), R. Potter, M. Rennie, D. Roberts

Apologies: Councillors S. Jones, T. Jones, F. Kent-Ledger and D. Taylor

29. **Minutes**

The Chairman reported the sad death of Derek Beauchamp, former chairman and cornerstone of Dorchester Civic Society and she paid tribute to the contribution he had made to the Committee and the Town.

The Minutes of the meeting of the Committee held on 4 August 2014 were confirmed and signed by the Chairman as a correct record.

The Committee Clerk advised Members that planning application WD/D/14/001539 – Kings Arms Hotel, had been refused by West Dorset District Council.

30. **Minute Update Report**

Minute 82/13 Dorchester Transport and Environment Plan (DTEP)

Councillor Canning reported that he would be addressing Dorset County Council's Cabinet regarding the report and recommendations on the future of the DTEP. The Chairman confirmed that she had sent a letter, on behalf of the Town Council, supporting proposals for progressing the DTEP.

Minute 5/15 Parking Permits

The Committee noted that the Town Clerk was seeking an inter authority approach to meeting parking needs across the Town and the Town Council would need to keep the pressure on to ensure action was taken.

Resolved

That the Minute Update Report be noted.

31. **Request for Parking Restrictions**

The Chairman read out an email from Councillor T Jones supporting the request for parking restrictions in Maiden Castle Road.

Mrs Hammond, of Maiden Castle Road, addressed the Committee. She explained the problems being experienced with parked cars and she detailed her safety concerns particularly in regard to mobility scooter users. She also commented on an accident that took place in 2007 and another recent road traffic accident. A number of other residents of the Road had expressed their support for the parking restrictions suggested.

Committee members understood the concerns raised and they supported the request for the parking restrictions. They commented on changes that had taken place in the area that had increased traffic volumes and use of the road. These included the cycle route now being directed into Maiden Castle Road, increased use of the Greenwood Centre and traffic using the road as a route to Bridport Road.

Mrs Brock, of Maiden Castle Road, addressed the Committee and she explained how parked cars blocked the Weymouth Avenue junction leading to concerns about access for emergency vehicles.

Members agreed that there were similar issues across the Town and it would not be possible to put in double yellow lines everywhere there was a problem. Additionally, restrictions needed enforcement to be effective. Members considered this was another example of where a joined up approach in producing a Town wide parking strategy would be of value and this should be discussed with Dorset County Council.

Resolved

That Dorset County Council be requested to consider the introduction of double yellow lines on both sides of Maiden Castle Road from Weymouth Avenue to the first traffic calming build out and that they be advised that the Town Council supports this request as a priority item.

32. Dorchester Prison Site

The Chairman summarised the work undertaken in producing the Position Statement, in consultation with Dorchester Civic Society.

Mr Alan Rowley, Chairman of Dorchester Civic Society, addressed the Committee. He was delighted that the Town Council and the Society had been proactive in producing the joint Statement and hoped it would have some value. It would provide a marker for developers, who were now being carefully assessed by the Ministry of Justice. He thanked the Town Council for the opportunity to carry out this joint working.

The Committee was pleased with the proactive collaboration with the Civic Society and the Position Statement was accepted. A few comments and amendments were made and noted by the Committee Clerk, who advised that some minor technical points had also been raised by West Dorset District Council. It was agreed that the Town Clerk should make any final amendments before the Position Statement was considered by Council for approval.

A number of concerns were made about the deteriorating condition of the riverside garden within the Prison boundary. This area was an important feature of the river walk and it was attractive to both tourists and residents. Members agreed that their concerns should be raised with the Ministry of Justice and that they should be requested to maintain the riverside garden.

The Chairman gave her thanks to the Civic Society, Simon Williams and the Town Council staff involved in producing the Position Statement.

Resolved

- i) That the Town Clerk should make the final amendments to the Dorchester Prison Site Position Statement on Future Development and Uses and that the Planning and Environment Committee recommended that the final version is approved by Council on 23 September 2014.
- ii) That a letter is sent to the Ministry of Justice expressing the Town Council's concerns about the deteriorating condition of the riverside garden and asking that they maintain it.

Councillor Potter left the meeting.

33. Planning Applications

The Committee considered planning applications referred to this Council for comment by West Dorset District Council and Dorset County Council and it was

Resolved

That West Dorset District Council and Dorset County Council be notified of the comments agreed on the various planning applications as set out at Appendix 1 to these minutes.

Councillor Loakes left the meeting after consideration of WD/D/14/001915.

Councillor Potter rejoined the meeting.

34. Dorset County Council's timetable for the consideration of requests for parking restrictions

The Chairman advised that a Member had raised a concern about Dorset County Council's timescale for considering requests from the Town Council for parking restrictions.

The Committee noted that all Town Councils were in a similar position and they were reminded that the parking restrictions requested in Wessex Road were the Town Council's priority item. Members agreed that Dorset County Council should be advised that the Town Council would appreciate early consideration of its requests.

The Committee Clerk raised the issue of the action being taken by Dorset County Council in addressing parking issues in the Queen's Avenue area and Members agreed that Dorset County Council should be asked for a progress report.

Resolved

- i) That Dorset County Council be advised that the Town

Council would appreciate early consideration of its requests for parking restrictions.

- ii) That Dorset County Council be asked for a progress report on the action being taken to address parking issues in the Queen's Avenue area.

Councillor Canning left the meeting.

35. Car Parking Issues

The Committee discussed the points they wished to raise with West Dorset District Council's Parking Manager when he attended their meeting on 6 October 2014. A key issue was the need for a co-ordinated approach by all the authorities across the Town. Mention was made of the lighting in the Upper Fairfield car park and it was questioned whether the current provision was legal. Concerns were raised about the bollards in New Street as there was evidence that they were not always being raised.

Resolved

That West Dorset District Council and Dorset County Council be advised of the Town Councils concerns about the apparent lack of raising of the bollards in New Street and they be asked to confirm the operational regime.

36. Waste Report

The Chairman reported that Dorset County Council was actively looking at alternative waste sites for the Town.

Resolved

That the implications of the new Bournemouth, Dorset and Poole Waste Plan be noted.

37. Consultation on Further Proposed Changes to the new Local Plan for West Dorset, Weymouth and Portland

The Committee noted the proposed changes to the Local Plan and the accompanying Sustainability Appraisal and a concern was raised about the revision to FPC3 that proposed the reduction to the target for new jobs in the area.

Resolved

That Town Council's comments on the Further Proposed Changes to the new Local Plan for West Dorset, Weymouth and Portland be submitted to West Dorset District Council via DorsetForYou.

38. Decisions on Planning Applications

The Committee noted the decisions made by West Dorset District Council on planning applications (contrary to Dorchester Town Council's comments) and withdrawn applications.

39. **Urgent Item**
There were no urgent items.

Chairman

Dorchester Town Council

Planning applications considered by the Planning and Environment Committee on 1 September 2014

1. **WD/D/14/001915**

Damers First School, Liscombe Street Dorchester

New build First School (20 classrooms) with hall, meeting rooms, parking church and associated landscaping

The Committee noted the representations, submitted on the application, raising concerns about the limited levels of parking available on the site and, while accepting this parking provision met DCC's requirements/standards, they appreciated the impact the additional traffic created by the school could have on the amenity of local residents.

The Committee were particularly concerned that the hall on the site should be fully available for community use as detailed in the Supplementary Planning Document – Poundbury Development Brief – December 2006. The relevant points being:

'Objective of Development Brief: to identify the community facilities.'

'Objective for the development: provide community facilities to meet the needs of new residents'

'Land Use: Community facilities will be provided including a further community hall.'

'Community hall: The Brownsword Hall in Pummery Square, on Phase 1 of the development, is successfully meeting the needs of the early phases of development but a larger hall will be needed for the additional. The additional hall should be located so that it is within easy walking distance for as many residents as possible. It should include a main hall sufficiently large to accommodate 300 people, and should include a range of rooms of varying sizes so as to enable flexible use. The main hall should be capable of accommodating a range of community uses, which could include performances by amateur or touring theatre or music groups. It is therefore important that the design takes into account the special technical requirements (acoustics etc) necessary for performance. The potential for accommodating the hall in the central square, or as a shared facility (for example with the new school) is outlined in paragraph 4.6.'

With these points in mind, the Committee recommended that a planning condition be added to any approval, through a Section 106 agreement, that no unreasonable restrictions shall be placed on hirers of the community hall space and that arrangements shall be put in place to ensure that there is sufficient availability of the community hall space for adequate and open community use.

2. **WD/D/14/001764**

1 NONESUCH CLOSE, DORCHESTER, DT1 2SW

Replace an existing rear conservatory with a two storey extension

No objection.

3. **WD/D/14/001838**
7 OLGA ROAD, DORCHESTER, DT1 2LY
Single storey flat roof rear extension
No objection.
4. **WD/D/14/001952**
2 LANCASTER ROAD, DORCHESTER, DT1 1QH
Alterations to roof replacing flat-roofed dormer with gabled section of roof
No objection.
5. **WD/D/14/001816**
42 BALMORAL CRESCENT, DORCHESTER, DT1 2BW
Build up over existing attached garage to form a new bedroom
No objection.
6. **WD/D/14/001817**
4 CASTERBRIDGE ROAD, DORCHESTER, DT1 2AQ
Porch to front of house
No objection.
7. **WD/D/14/001959**
69 QUEENS AVENUE, DORCHESTER, DT1 2EP
Single storey side & rear lean-to extension. Internal alterations Loft conversion
No objection.
8. **WD/D/14/002010**
87 SOUTH COURT AVENUE, DORCHESTER, DT1 2DA
New main entrance porch
No objection.
9. **WD/D/14/001863**
17 CLARENCE ROAD, DORCHESTER, DT1 2EU
Erect extensions, raise height of entrance gate and piers
No objection.
10. **WD/D/14/001538**
SOUTH WALKS HOUSE, SOUTH WALKS ROAD, DORCHESTER, DT1 1UZ
Installation of flag pole on grass bank opposite main entrance
Recommend refusal. The flagpole was considered to be an unnecessary and inappropriate addition to the Conservation Area, particularly as South Walks House already has a flagpole, and the development would not enhance the Conservation Area.
As such the development is contrary to Policies SA21 and DA7 of the Adopted West Dorset Local Plan (2006), Policy ENV 4 of the Emerging West Dorset and Weymouth and Portland Local Plan and Part 12 of the NPPF (2012).

Dorchester Town Council

Special Planning and Environment Committee

8 September 2014

Present: Councillors, K. Armitage, A. Canning, T. Harries, S. Hosford (Chair), S. Jones, F. Kent-Ledger, P. Mann (Mayor), R. Potter, M. Rennie, D. Roberts and D. Taylor

Apologies: Councillors V. Allan, C. Biggs, R. Biggs, T. James and T. Jones

Also attending Councillors D. Barrett and G. Jones.

Mr G. Cosgrave, M. Hawthorne and K. Neill-Smith of Simons Developments

40. **Charles Street Development Scheme –application WD/D/14/002002**

Representatives of Simons Developments gave a presentation updating the Committee on changes that had been introduced to their recently submitted application to vary their outline planning consent originally approved in 2010.

Members asked for clarification on a number of points, being the nature and use of the service access road, the entrance and exit to the car park, the opportunity to create a sense of place consistent with Dorchester's heritage, opportunities to boost tourism, pedestrianised areas, the implications for light and space, the comparison with a similar project in Carmarthen, the need for an economic impact study and bicycle racks.

Several Members raised issues related to how archaeology works would be undertaken, public access to the site during these works and how any finds would be available for display after the exercise. Mr Cosgrave confirmed that a strategy was to be developed with the County Archaeologist with regard to these issues.

Many Members raised questions and made points regarding the need for affordable housing on site. Mr Hawthorne provided information about the mix of properties that might be provided, but emphasised the developer's concern that any provision of affordable housing might threaten the scheme's financial viability.

Several members raised questions regarding plans for alternative parking provision during construction of the scheme. The Chairman confirmed that this was not a planning consideration. Mr Cosgrove recognised the issue as important to Simon's reputation and confirmed that they were nonetheless in discussions with the District Council about possible options.

A Member raised a question about the use of potential S106 monies arising from the development, focusing particularly on the needs of improving the connections with Hardy Arcade and South Street and environmental enhancement of that area. Mr Cosgrave advised that a sum may have been included in the developer's viability

assessment for the site. Another Member noted that other organisations would have their own priorities for any sums arising from planning gain. There was discussion about how the District Council, as car park owner, would manage the different parking needs of shoppers and residents of the site.

The Chairman invited comments from members of the public. Comments and questions were received regarding the Town Council's role in ensuring appropriate arrangements are made for archaeology on and from the site, the timing of the consultation exercise and its proximity to the submission of the application, the issues raised by a local retailer to the scheme, the way retail in Dorchester had become dispersed over time, the implications for the current Waitrose and Marks and Spencer's sites, and whether the application sufficiently incorporated heritage and helped Dorchester to strengthen its heritage brand.

Following discussion it was

Resolved

- i) That the Committee offers positive support for the application with the following conditions:
 - a) The District Council should not relax the Local Plan Affordable Housing requirements, nor consider a commuted sum, in order to facilitate the implementation of the scheme due to the need to provide affordable housing in the town;
 - b) Before construction works start, the District Council should develop and implement a robust strategy to provide adequate alternative parking for the town centre;
 - c) Consideration be given to ring-fencing all Section 106 monies resulting from the scheme for environmental improvement works in the South Street area.

- ii) That the Town Council contacts the County Archaeologist to discuss their views regarding the management of archaeological investigations to facilitate public access during construction and the conservation and display of archaeological finds after the investigations are completed.

- iii) That separate discussions are held with the District Council concerning the management of parking spaces on the site to maximise access to the public during trading hours

Chairman

Dorchester Town Council

Management Committee

9 September 2014

Present: Mayor P. Mann and Councillors K. Armitage, T. James, S. Jones, F. Kent-Ledger, A. Lyall, R. Potter (Chairman), M. Rennie and D. Taylor.

Apologies: Councillors D. Barrett, C. Biggs, S. Hosford and T Loakes.

14. Minutes

The Minutes of the Meeting of the Committee held on 8 July, 2014, adopted by Council on 22 July, 2014, were taken as read and were confirmed and signed by the Chairman as a correct record.

15. Arts Matters

(a) Arts Panel

The Committee considered the Minutes of the Arts Panel held on 3 September, 2014 (for Minutes see Appendix I). Members noted that the Arts Council had decided not to fund Dorchester Arts through its National Portfolio Funding as from April 2015. The Committee felt that this should be seen as a positive sign as it meant that the Arts Council felt that Dorchester Arts was robust enough to continue without the funding. Members wished Dorchester Arts continuing success and confirmed the Council's commitment to working with them to achieve that success. It was noted that Dorchester Arts was likely to move to the proposed new arts space at Brewery Square at some time in the future and it would be necessary for the newly elected Town Council to establish a task and finish group to examine the use of the Municipal Buildings, its terms of use, pricing etc in readiness for that happening. It was noted that the bar franchise would need to be considered sooner as the existing arrangement came to an end in June 2015.

Members thanked the Chairman of the Arts Panel for all his hard work in organising and managing the Town Council's August Bank Holiday Music Day which went well despite the weather.

The Committee stressed the need for vehicle movements to be controlled at events in both Maumbury Rings and the Borough Gardens.

Resolved

- (1) That the Minutes be approved so far as this Committee is concerned.

- (2) That Council wishes Dorchester Arts continuing success and confirms the Council's commitment to working with them to achieve that success.
- (3) That, in 2015, the newly elected Town Council establish a task and finish group to examine the use of the Municipal Buildings, its terms of use, pricing etc in order to address the possibility of losing Dorchester Arts as a customer and attracting new customers and community arts organisations to the Buildings.

(b) Minutes of the Dorchester Arts Board

Members noted the Minutes of the Dorchester Arts Board meeting of 7 July, 2014.

16. **Management Arrangements**

(a) The Committee considered the schedule of work for the Outdoor Services Team. It was requested that the Poundbury play areas which were maintained by the Council be included on future reports. Members also noted that there could be an issue with the bamboo growing near to the greenhouses in the Gardens and that some of the glass work was in need of repair at the greenhouses. Members also felt that the excess plant sale should happen again in future years should there be excess plants. In respect of the shield beds Members felt that a photographic record of them should be kept and a copy of the photo sent to the organisation represented by the shield bed. The Committee noted that the refurbished benches around the town which had been undertaken in partnership with Dorchester BID were excellent.

In respect of events in the Gardens Members wished to particularly thank the Outdoor Services staff member that spent the whole day making bird boxes as a part of the Love Parks event. The Committee felt that the One World Festival had gone well and had been very well organised and the organisers should be congratulated. It was considered that the Council should purchase some rubber matting to be available for use to cover any trailing cables when events are held.

In respect of the operation of the Gardens refreshment kiosk Members agreed that it would be useful to invite Re-think to review the kiosk's operation and its future.

The Mayor expressed his appreciation for the hanging baskets and floral displays within the town centre but felt that there was a need to increase the displays at the southern end of South Street. The Council's representative on Dorchester BID confirmed that businesses in that area had been asked if they wished to have floral displays and confirmed that she would take this issue back to the BID.

Resolved

That the schedule of work for the Outdoor Services Team be noted and the actions proposed agreed.

(b) Members noted that the Borough Gardens had again been awarded the Green Flag and Heritage Awards. The Committee wished to express its congratulations to all involved and the Mayor confirmed that he had written to staff congratulating them.

(c) In respect of South Walks and Fiveways junction post and chain railings Members agreed that a bid for funding for the full repair should be considered as part of the 2015-16 budget process and that in the short term the six posts which presently marked the boundary between South Walks Road and the turning area outside the library building be removed and reused, this work to be carried out by Outside Services staff.

17. Cemetery Matters

(a) Exclusive Right of Burial

The Committee had before it a report which detailed the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee.

Resolved

That the report on the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee be noted.

(b) Interments and Burial of Ashes

Members considered a report which listed the dates and times of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery since the last meeting of the Committee.

Resolved

That the report listing the dates and times of interments and burials of ashes together with South Chapel usage since the last meeting of the Committee be noted.

(c) Headstones and Inscriptions

The Committee received and noted applications for the design of headstones and inscriptions.

Resolved

That the action of the Town Clerk in approving designs numbered 4041 to 4044 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

18. Letting Venues – Monitoring Reports

The Committee received the monitoring reports for the Weymouth Avenue Pavilion, Borough Gardens Community Room and the Municipal Buildings which included additional detail regarding forthcoming projects, scheduled maintenance and urgent repairs.

Members stressed the importance of marketing, promotion and having a vibrant up to date website. It was noted that there were many different ways of promoting and a strategy could be beneficial. Members felt that a long term aim should be a single events website for Dorchester. The Committee agreed that the group already established to investigate marketing and promotion plus Councillor D. Taylor meet again to take this matter forward.

Resolved

- (1) That the Weymouth Avenue Pavilion, Borough Gardens Community Room and Municipal Buildings Monitoring Reports be received.
- (2) That that the group already established to investigate marketing and promotion plus Councillor D. Taylor meet again in the near future to discuss future marketing and promotion.

19. Paid Invoices

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1 July, 2014 and 31 August, 2014 totalling £94,546.04 (net) together with direct debits for the same period totalling £66,471.42 (net).

Resolved

That the cheque transactions and direct debit payments lists be approved and signed accordingly.

20. Public Bodies (Admission to Meetings) Act 1960

The Committee considered whether to exclude press and public from the meeting.

Resolved

That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters the public and representatives of the press be excluded from this meeting during their discussion.

21. **Municipal Buildings - Staffing**

The Committee was informed that James Simpson had been appointed to the post of Senior Town Hall Keeper. Members also supported the proposed arrangements to make better use of the overtime budget by appointing a full time Town Hall Keeper which had the effect of increasing the establishment by a half time post.

Resolved

That the arrangements proposed in respect of appointing a full time Town Hall Keeper be agreed as far as this Committee is concerned.

22. **Water Easement**

The Committee considered a request for an easement in respect of an existing water pipe which was located on a short section of Frome Terrace Green.

Resolved

That an Easement be agreed in respect of the existing water pipe at Frome Terrace Green.

Chairman

Dorchester Town Council

Arts Panel

3 September 2014

Present: Mayor P. Mann and Councillors V. Allan, S. Hosford, T. James, F. Kent-Ledger and A. Lyall (Chairman).

In attendance:

Mark Tattersall, Artistic Director - Dorchester Arts

1. Dorchester Arts

(a) Future Funding Arrangements

The Artistic Director informed the Panel that the Arts Council had decided not to fund Dorchester Arts through its National Portfolio Funding as from April 2015. This funding was to the value of £56,000 per year. The Artistic Director felt that this news was disappointing but not a disaster as Dorchester Arts did have other sources of funding and was not just reliant on the Arts Council. Grant requests could also be made to the Arts Council for specific projects and events and this would be pursued. Work had also started on investigating new income streams and this included maximising box office income, maximising secondary spend, maximising lettings and additional fundraising. It was noted that at the present time there was no funding available for the 2016 Dorchester Festival or the Outreach worker. It was also noted that a proposal for a Street Performance Festival in 2015 had been placed on the back burner for the present time due to it now not being funded.

In response to a question the Artistic Director updated Members on progress with the proposed new arts space at Brewery Square and it was noted that this was unlikely to come into play for another four or five years.

The Panel discussed ways in which the Council could help Dorchester Arts whilst taking into account the issue of the Council potentially losing a regular customer to the Municipal Buildings in the long term. Discussions included the need to review the bar franchise agreement and operation when it expired in June 2015, a centralised entertainments website, help in kind in respect of equipment use, possible revised room hire arrangements, possible joint profit / risk ventures, branding of the Corn Exchange as a venue, partnership building with Dorchester Area School Partnership, investigating market town grant funding opportunities etc.

The Artistic Director thanked the Council for its ongoing help and support.

(b) Joint Promotions

The Artistic Director proposed Miracle Theatre's production of 'Dr Livingstone I Presume' as the last 2014-15 joint promotion with the Council. The show was due to be staged in the Corn Exchange in January, 2015.

Recommended

That the Council contribute £1,000 towards the production of 'Dr Livingstone I Presume' as the final 2014-15 joint promotion between Dorchester Arts and the Town Council.

2. Maumbury Rings August 2014 Bank Holiday Events

Members felt that both the Anonymous and Love Parade events went well. Some concern was expressed with regard to vehicle movements on site at Anonymous and this issue would be addressed during planning for 2015.

The Mayor thanked the Chairman of the Arts Panel for all his hard work in organising and managing the Council's Monday Music Day. The event had again gone very well although the weather was a disappointment. The Chairman thanked the Council's Outside Services staff for their help during the day and felt that the only difficulties he had encountered on the day was an issue with regard to payment to some of the performers and event security.

The Panel felt strongly that the events should continue and be held again in August 2015. It was also felt that Dorchester Arts be offered the opportunity to use the infrastructure on the Friday night.

Recommended

- (1) That the success of the Maumbury Rings August 2014 Bank Holiday Events be welcomed.
- (2) That the Council again organise its Maumbury Rings Music Day in August 2015.
- (3) That Dorchester Arts be offered the opportunity to use the infrastructure on the Friday night of the Bank Holiday.

Dorchester Town Council

Policy Committee

16 September 2014

Present: Mayor P.G. Mann and Councillors V. Allan, R. Biggs, A. Canning, G. Jones, T. Jones (Chairman) and D. Roberts.

Apologies: Councillor T. Harries.

12. Minutes

The Minutes of the Meeting of the Committee held on 15 July 2014, adopted by Council on 22 July 2014, were taken as read and were confirmed and signed by the Chairman as a correct record.

13. Finance Report

The Financial Controller presented a positive report covering the 5 months to 31 August 2014.

In response to questions he provided further information about interest rates on cash balances and outstanding debtors.

Resolved

That £150,000 is transferred from the Lloyds Bank account to the NS&I account during September 2014.

14. Budget 2015/16 & Medium Term Financial Strategy

The Committee considered the Town Clerk's report, which summarised the internal and external influences on the council's finances over the short – medium term.

The Committee recognised that, while the Town Council's position is stable and improving annually, the financial pressure building on other parts of Government will impact on services that are valued by local residents. They also recognised that some of the aims of the Corporate Plan required resources to be made available by other public bodies that were becoming increasingly difficult for them to manage.

15. District Council Service Review Programme

The Committee noted a report by the Town Clerk in relation to West Dorset District Council's 3 year Service Review programme. A member provided additional information about the timetable the District Council was working to, with any decisions being implemented from 2016 onwards.

16. **Dorchester Bowls Club – Variations to a Deed**

The Committee considered how the successful transition for the Bowls Club over the last 20 years meant that the original deed was no longer an appropriate means of managing the relationship between the two organisations.

Resolved

That with effect from 1 April 2014 the current deed is replaced by one which requires the Club to pay an annual sum of £3,000, indexed to RPI, but gives the Club the right to request suspension of payments if membership numbers fall significantly or expenditure increases significantly for reasons that appear reasonable to the Town Council.

17. **Local Government Boundary Commission for England – Final Report**

The Committee considered the outcome of the Boundary Commissioner’s review which resulted in one eight-councillor ward and three four-councillor wards. The outcome created wards which did not pass the electoral fairness test which applied to District Councils but does not apply to Town Councils. The advice of the LGBCE, that the Council request a community governance review by the District Council, was noted.

Resolved

That the Town Clerk write to West Dorset District Council requesting that a community governance review be undertaken prior to the May 2015 elections, proposing the two alternatives previously agreed by Council.

18. **Request from a resident who is a member of Action Aid**

The Committee considered the request of a local resident that the Council pass a resolution advocated by the group Action Aid.

Recommended

That Council consider passing the following resolution

“While many ordinary people face falling household income and rising costs of living, some multinational companies are avoiding billions of pounds of tax from a tax system that fails to make them pay their fair share. Local governments in developing countries and the UK alike would benefit from a fairer tax system where multinational companies pay their fair share, enabling authorities around the world to provide quality public services. The UK government must listen to the strength of public feeling and act to end the injustice of tax dodging by large multinational companies, in developing countries and the UK”

19. **Urgent Item – External Auditor’s Issues Arising Report for Dorchester Town Council for the year ended 31 March 2014**

The Town Clerk presented a report with an Action Plan dealing with two issues raised by the External Auditor as part of his audit of the accounts.

Resolved

- (1) That it be noted that the audit of the Annual Return 2013/14 was now completed.
- (2) That the Action Plan summarising the Council’s response is adopted.

20. **Public Bodies (Admission to Meetings) Act 1960**

The Committee considered whether to exclude press and public from the meeting.

Resolved

That, in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters, the public and representatives of the press be excluded from this meeting during their discussion.

21. **Municipal Buildings - Staffing**

The Committee considered the outcome of the appointment process to the role of Senior Town Hall Keeper, and the resulting potential for changes to the team’s structure. It was noted that the additional £3,000 approved at the last Committee was no longer required.

The report proposed that the team be increased from 3.0 full time equivalent staff to 3.5, the additional cost being met by a significant reduction in overtime working. Members discussed the implications for existing staff and noted that the approach would bring staff from the Municipal Buildings into line with other staff employed by the Council.

Resolved

That the size of the Municipal Buildings Team be increased from 3.0 fte to 3.5fte, funded by a reduction in the overtime budget.

22. **Public Bodies (Admission to Meetings) Act 1960**

The Committee resolved to readmit the public to the meeting.

Councillor T. Jones declared an interest in the next item as a member of Dorset Fire Authority and left the meeting. Councillor G. Jones took the chair

23. **Dorset Fire & Rescue Service – Consultation about future direction**

The Committee discussed the three options being considered for the future of the service, which involved increased collaboration to a greater extent with Wiltshire and Swindon Fire & Rescue Service and upper tier Dorset Councils.

Members noted that a merger with Wiltshire and Swindon Fire Authority would reduce the service's local public accountability and weaken the democratic process, while at the same time delivering greater savings that would reduce the impact on front line services.

It was regretted that the Service was having to look at these options, which arose from cuts in funding by central government. It was noted that the lack of coherent leadership from central government was creating a number of service specific partnerships with a variety of different boundaries which the public would not understand, and which increased the risk that blue light services might not be able to collaborate effectively in emergency situations. It was also regretted that increased collaboration would inevitably result in a loss of local knowledge and local responsiveness.

The potential impact on the Dorchester Fire Service headquarters in Dorchester was noted.

Members acknowledged, however, that the Fire Authority would have considered all of these implications in identifying their preferred option, and would have weighed any negative implications against the financial savings that were required to be made.

Resolved

That the Town Clerk respond to the consultation indicating support for a full merger with Wiltshire and Swindon Fire Authority, but noting concerns about loss of local accountability, loss of local knowledge and responsiveness, the potential impact on the ability for blue light and public services to collaborate

Chairman