



Dorchester Town Council

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You are summoned to a Meeting of the Dorchester Town Council in the Council Chamber, Municipal Buildings, Dorchester on Tuesday 28 March 2017 at 7.00pm, to conduct the following business: -

1. Apologies & Minutes

To confirm the Minutes of the meeting of the Council held on 24 January 2017 (page 2).

2. Presentations, Communications, Questions and Motions

- a) To receive a short verbal update on matters arising at the Youth Council
- b) To receive communications from the Mayor and the Town Clerk
- c) To receive questions from Members in accordance with Standing Order 12(3).

3. Updates from Partner Authorities

- a) Verbal update from a Dorset County Council Ward Member (Councillor T. Jones)
- b) Verbal update from a West Dorset District Council Ward Member (Councillor S. Jones)

4. Minutes of Committees

To receive and consider the Minutes of the following Committees:

Planning & Environment Committee	6 February 2017 Page 5
Planning & Environment Committee	6 March 2017 Page 9
Management Committee	14 March 2017 Page 13
Mayoral Selection Committee	21 March 2017 Page 20
Policy Committee	21 March 2017 Page 21

Adrian Stuart Town Clerk 22 March 2017

Public Speaking at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. 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.

Member Code of Conduct: Declaration of Interests

Members are reminded of their responsibility to disclose appropriate pecuniary or non-pecuniary interests. A Member who declares a pecuniary interest must leave the room unless a dispensation has been granted. A Member who declares a non-pecuniary interest may take part in the meeting and vote.

The Annual Town Meeting will commence at the conclusion of the Council meeting.

Dorchester Town Council

Meeting of the Dorchester Town Council

24 January 2017

Present: Mayor T. Harries and Councillors B. Armstrong-Marshall, C. Biggs, R. Biggs, A. Canning, A. Chisholm, J. Hewitt, S. Hosford, G. Jones, S. Jones, T. Jones, T. Loakes, R. Potter, M. Rennie, K. Rice and D. Taylor.

Also: Reverend Canon T. Woodhouse, the Mayor's Chaplain, Daniel Cadisch of Dorchester Citizens Advice Bureau and members of the Youth Council

Apologies: Councillors G. Duke, F. Kent-Ledger, A. Lyall and P. Stein.

42. Minutes

The minutes of the meeting of the Council held on 29 November 2016 were confirmed and signed by the Mayor as a correct record.

43. Communications and Questions

The Chairman of the Youth Council highlighted some items that had been discussed at their meeting, including the relocation of the Waste Recycling Centre, the impact of Affordable Housing, which they supported, on trees at the Trinity St Tennis Courts site and support for homeless people in the town. The Town Clerk agreed to formulate a response to these points.

Daniel Cadisch gave a short presentation on the work of Dorchester CAB. In 2016 the CAB's 30 paid staff and 100+ volunteers helped 7,000 users deal with 12,000 issues. The key issues were benefit entitlements, debt management, housing employment and relationship issues, and the CAB had secured in excess of £3.3M of benefits and other savings during the year. It was recognised that pressure on public services was increasingly making it difficult for vulnerable people to access benefits and healthcare due to cuts in administration and other parts of delivery systems. Daniel explained the Bureau's campaigning role, based on the evidence it gathers from users, highlighting previous work on PIPs and zero hours contracts.

Daniel identified the success of the first IT apprentice employed by the Bureau supported by Town Council funding and explained plans to recruit a Legal advice apprentice in 2017. The work of the Bureau would increasingly focus on Universal Credits, the need for settled housing and the impact of Local Government Reorganisation. The Mayor thanked Daniel for attending the meeting.

The Mayor congratulated those involved in Christmas events in the town including Cracker, Carols in the Gardens and staff and volunteers at Weldmar, the hospital and Company at Christmas. He highlighted the importance of Holocaust Day and also advertised a fundraising concert at the United Church and a Family Fun Day in May.

The Mayor outlined a communication regarding Ridgeway Radio's application for a community broadcasting licence. Members agreed to offer the in principle support of the Council and invited the Council's Community Development Officer to provide a detailed report to the Policy Committee regarding how the Town Council could offer practical support.

44. Updates from Partner Authorities

Councillor R. Biggs provided an update of recent work at Dorset County Council, explaining the poor funding record of central government and consequential significant cost to the County Council of supporting unaccompanied Asylum seeking children. He also identified the fairer funding arrangement for Syrian family refugees, which prompted a question regarding support for clothing collection for Syrian refugees in the Middle East.

Councillor Biggs also updated Council regarding the planned April opening of Damers First School, an initiative to resolve poor broadband quality in Poundbury, the Ironman call to account, the Bridport Road bus shelter and new arrangements for the delivery of a combined youth service in the town.

In providing a verbal update regarding the work of West Dorset District Council Councillor D. Taylor highlighted the risks associated with the move towards Universal Credit, the Local Plan and land supply review, and ongoing work on the search for savings and local government review.

45. Planning and Environment Committee – 5 December 2016

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

A Councillor highlighted that minute 52 should be amended to cover issues raised in relation to Duke's Avenue and Icen Way.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 5 December 2016 be adopted.

46. Planning and Environment Committee – 3 January 2017

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

Councillor S. Jones asked that minute 64 be amended to provide a more detailed explanation regarding the reference to the personal interest of the two councillors named.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 3 January 2017 be adopted.

47. Management Committee – 10 January 2017

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

Resolved

- a) That Councillor C. Biggs be appointed as the representative on the 1610 Stakeholder Group
- b) That the minutes of the meeting of the Management Committee held on 10 January 2017 be adopted.

48. Policy Committee – 17 January 2017

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

The Chairman spoke to minute 22, explaining that the proposed financial strategy and budget allowed for the ongoing stable delivery of Council services while preparing the Council to deal with the consequences of cuts in service by other tiers and potential Local Government Reorganisation. In the short term this also allowed the Council to build a Corporate Projects Reserve of £325,000 and members would be involved in a review of the Corporate Plan that allowed consideration of where this might be allocated.

The Chairman also provided further details regarding minutes 23 and 25.

Resolved

- a) That the Medium Term Financial Strategy and Revenue Budget as laid out in Appendices 1 – 3 of the minutes of the Policy Committee be adopted, to include
 - a. A Council Tax Band D charge of £183.50, an increase of 1.94%
 - b. A precept of £1,296,336, an increase of 3.62%
 - c. The transfer of £250,000 from the General Reserve to the Corporate Projects Reserve
- b) That Councillor S. Jones is appointed to the Community Land Trust review Task and Finish Group
- c) That, subject to all funding being in place to commence works on the Museum refurbishment project, a loan of up to £140,000 is made available to Dorset County Museum, for a period not to exceed 10 years, on terms to be agreed by the Town Clerk in consultation with the Chairman and Vice-Chairman, with West Dorset District Council and the Dorset County Museum
- d) That, prior to the March Council meeting, Council receive an informal briefing regarding the impact of budget cuts and local government reorganisation at Dorset County Council and West Dorset District Council
- e) That new pay and grading arrangements are introduced with effect from 1 April 2017, at a cost that may increase the Revenue Budget by £11,000 a year in due course, to be offset by efficiencies to be identified by the Outdoor Services Manager
- f) That the minutes of the meeting of the Policy Committee held on 17 January 2017 be adopted.

49. **Calendar of Meetings**

Resolved

That the Calendar of Meetings for 2017-18 be approved

The Council rose at 7.50 pm.

Mayor

Dorchester Town Council

Planning and Environment Committee

6 February 2017

Present: Councillors C. Biggs, T. Harries, J. Hewitt, S. Hosford (Chairman), F. Kent-Ledger, R. Potter, M. Rennie

Apologies: Councillors R. Biggs, A. Canning, S. Jones and D. Taylor

68. Declaration of Interest

Councillor Potter stated that as a member of WDDC's Planning Committee, he would keep an open mind on the planning applications and consider all information available at each stage of the decision process. He would take part in the debate but not vote on planning applications at this meeting.

69. Minutes

The Minutes of the meeting of the Committee held on 3 January 2017 were confirmed and signed by the Chairman as a correct record.

The Committee Clerk updated Members on the progress of the appeal for the Dorchester Prison site and the current planning applications for the site.

70. Development of Dorchester's Centre

Stephen Hill, Strategic Director, West Dorset District Council addressed the Committee and gave Members an update on the development of Dorchester's centre that was detailed in a report going to WDDC's Executive Committee. The report was based on the results of soft market testing carried out and was informed by the archaeological peer review, which was a large document. The next stage would be to prepare a 'Development Strategy' for the town centre and a budget had been allocated to resource this.

There had been a good level of response to the soft market test from retailers and developers and this indicated that there was a market for a mixed development of the Charles Street site, on a smaller scale than previously considered. If a smaller scale development was delivered, there would be the requirement for further retail provision in the town and WDDC were now looking at other town centre sites to provide this.

Members raised concerns about the impact of developing car park sites on parking levels in the town and questioned where replacement parking would be provided. Mr Hill advised that WDDC would be carrying out a review of parking demand and capacity, supplemented by DCC's current review.

Other points mentioned were the intention for the Wednesday market to retain a presence in the town, the inclusion of other retail areas within the Town as part of the wider 'Development Strategy', the possibility of further archaeological investigations being carried out and the aim to provide a better retail and visitor experience.

The Chairman thanked Mr Hill for attending and providing a useful update.

71. **Planning Applications**

The Committee considered the planning applications referred to the Council for comment by West Dorset District Council.

Resolved

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

72. **Proposed Definitive Map Modification Order – Antelope Walk**

The Committee considered the proposed modification order FP5, Dorchester (Antelope Walk) and had no comment to make on this.

73. **Illuminated Shop Signage Policy**

A South Ward member advised that there had appeared to be some confusion about the Town Council's Internally Illuminated Shop Signage Policy at the last meeting of WDDC's Planning Committee which was why she had suggested that the Committee look at the Policy again.

The Committee considered the Town Council's Policy and agreed that when using this, any comments made to WDDC should align more with their Policy EN14, which related to Shop Fronts and Advertisements. The Committee Clerk was asked to provide a copy of Policy ENV14 for Members to refer to at Committee meetings.

74. **Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note.

75. **Urgent Item**

The Committee noted that DCC was intending to withdraw its subsidy for running buses on routes 1, 2 and 6 in the town.

Members were very concerned about this particularly as this was likely to create further increases in the numbers of cars being brought into and parking in the town. It was agreed that the Town Council should take a strategic view on this issue and consider whether it had any role in this service.

Resolved

That Policy Committee be requested to consider DCC's decision to withdraw its subsidy for running buses on routes 1, 2 and 6 in the town and to look at whether the Town Council had any role in alleviating the impact and implications of this decision.

Chairman

Planning applications considered by the Planning and Environment Committee on 6 February 2017

1. **FLAX FACTORY, ST GEORGES ROAD, DORCHESTER, DT1 1PE - WD/D/16/002781**
Outline application for the erection of 8 no. dwellings
No objection
2. **8 SOUTH STREET, DORCHESTER, DT1 1BL - WD/D/16/002528 + WD/D/16/002530**
Erect single storey flat roof rear /side in-fill extension
No objection
3. **1 SOUTH TERRACE, SOUTH STREET, DORCHESTER, DT1 1DE - WD/D/16/002706**
Erect company fascia signage & hanging sign
No comment – approved 31 January 2017
4. **1 HAMSLADE GREEN, POUNDBURY, DORCHESTER, DT1 3DP - WD/D/16/002826**
Extend height of existing garage
No objection
5. **6 SOUTH TERRACE, SOUTH STREET, DORCHESTER, DT1 1DE - WD/D/17/000045 + WD/D/17/000046**
Conversion of upper floors from offices to 3 no self contained flats
No objection
6. **6 MELLSTOCK AVENUE, DORCHESTER, DT1 2BE - WD/D/16/002630**
Erect main entrance porch and two storey rear extension
No objection
7. **5 LEGION CLOSE, DORCHESTER, DT1 2RQ - WD/D/17/000021**
Erect rear 2 storey extension
No objection
8. **70 COBURG ROAD, DORCHESTER, DT1 2HR - WD/D/16/002779**
Extend dropped kerb
No comment – approved 30 January 2017
9. **11 CLARENCE ROAD, DORCHESTER, DT1 2HF - WD/D/16/002877**
Erect Single storey kitchen extension
No objection
10. **19 LOUISE ROAD, DORCHESTER, DT1 2LT + WD/D/16/002903**
Single storey flat roof side extension forming living area & porch
No objection

11. **13 GARFIELD AVENUE, DORCHESTER, DT1 2EY - WD/D/17/000059**
Erect Two Storey Extension to incorporate through floor lift
No objection
12. **1 SALISBURY TERRACE, SALISBURY STREET, DORCHESTER, DT1 1JT - WD/D/16/002519**
Replace weathered gable date stone to match original carving/inscription
No objection
13. **5 VICTORIA ROAD, DORCHESTER, DT1 1SB - WD/D/17/000096**
Single storey conservatory to rear elevation
No objection
14. **36 SOUTH STREET, DORCHESTER, DT1 1DD - WD/D/17/000001**
Replacement of metal and softwood windows with uPVC
No objection
15. **MERCEDES BENZ OF DORCHESTER, MILLERS CLOSE, DORCHESTER, DT1 1SS - WD/D/17/000140**
Erect signage
Unable to comment as plans not available

Dorchester Town Council

Planning and Environment Committee

6 March 2017

Present: Councillors C. Biggs, R. Biggs, A. Canning, J. Hewitt, F. Kent-Ledger, R. Potter and M. Rennie
Apologies: Councillors T. Harries, S. Hosford (Chairman), S. Jones, T. Jones and D. Taylor

76. Declaration of Interest

Councillor R Biggs, Vice Chairman of the Committee, took the chair for the meeting in the absence of the Chairman.

Councillor Potter stated that as a member of WDDC's Planning Committee, he would keep an open mind on the planning applications and consider all information available at each stage of the decision process. He would take part in the debate but not vote on planning applications at this meeting.

Councillors Rennie and Kent-Ledger both declared a personal interest in planning application WD/D/17/000240 as the applicant was Councillor Rennie's neighbour.

The Committee Clerk declared a personal interest in planning application WD/D/17/000098 as the applicant was her neighbour.

77. Minutes

The Minutes of the meeting of the Committee held on 6 February 2017 were confirmed and signed by the Chairman as a correct record.

78. Dorset Highways Presentation

Andrew Martin, Head of Highways, Dorset County Council attended the meeting and gave Members a presentation on developments within Dorset Highways. He spoke about highways operations, key personnel, funding issues and schemes completed over 2016/17. His team had been working with DAPTC on projects that included 'Working Together' and he outlined how this could facilitate DCC and local councils working collaboratively. He detailed the highways information now available through 'Sharepoint', which included key highways documents and service updates.

The Committee was particularly interested in 'Working Together' and this and potential individual schemes were discussed further.

The Chairman thanked Mr Martin for his useful and informative presentation.

79. Minute Update Report

Resolved

That the Minute Update Report be noted.

80. **Planning Applications**

The Committee considered the planning applications referred to the Council for comment by West Dorset District Council.

Resolved

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

81. **West Dorset District Council Review of the Local Plan**

Councillor Potter and the Committee Clerk summarised the Town Clerk's report on the work undertaken so far with Ferial Urbanism and provided an update on discussions planned with stakeholders.

The Committee Clerk reminded Members that the workshop on 13 March 2017 was the key opportunity for Members to comment on and have input into the Town Council's response to WDDC's review of the Local Plan.

82. **Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note.

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

As the information provided in the Town Clerk's report regarding the allocation of s106 monies by West Dorset District Council was now publically available through the publication of WDDC's Executive Committee agenda for 14 March 2017, there was no longer a requirement to treat the report as confidential.

84. **Allocation of s106 Recreation Monies by West Dorset District Council**

Members of the Committee, who were also members of WDDC's Member Panel responsible for s106 allocations, detailed the applicants for the funds and outlined the reasons for the allocations that they were recommending to WDDC's Executive. The Member Panel would meet again in September to consider further allocation of remaining s106 monies.

The Committee supported the recommendations being made and were pleased that progress was now being made to allocate these s106 monies.

Resolved

That WDDC be advised the Town Council supports the Member Panel's recommendations in regard to the allocation of s106 monies as agreed at the Panel meeting on 20 February 2017.

Chairman

Dorchester Town Council

Planning applications considered by the Planning and Environment Committee on 6 March 2017

1. **6 GATCOMBE CLOSE, DORCHESTER, DT1 2AW - WD/D/17/000203**
Garage and first floor bedroom side extension
No objection
2. **15 ALINGTON ROAD, DORCHESTER, DT1 1NS - WD/D/17/000240**
Single off road parking space with dropped kerb (Resubmission)
Recommend refusal. The Committee considered that the comments of DCC Highways in regard to planning application WD/D/16/002597 were relevant to this application in that the depth of the hard standing provision on the site was still less than the minimum required depth of 5 metres.
3. **7 ICEN WAY, DORCHESTER, DT1 1EW - WD/D/17/000279**
Change of use from chiropractic clinic (use class D1) to single dwelling
No objection
4. **22 ICEN WAY, DORCHESTER, DT1 1ER - WD/D/17/000300**
Form new vehicular access and hard standing (off road parking)
No objection
5. **UNIT 4, LAKESIDE INDUSTRIAL ESTATE, ST GEORGES ROAD, DORCHESTER, DT1 1PE - WD/D/17/000253**
Erect single storey extension
No objection
6. **49 SOUTH STREET, DORCHESTER, DT1 1DW - WD/D/17/000196 + WD/D/17/000197**
Replacement of 2no. of external ATM & alterations to ATM apertures
No objection
7. **THE BOROUGH GARDENS, CORNWALL ROAD, DORCHESTER - WD/D/17/000259**
Adaption of The Old Bowling Green to provide 2 No. additional all weather tennis courts
No comment as the Town Council was the applicant
8. **65-66 HIGH WEST STREET, DORCHESTER, DT1 1XA - WD/D/16/002934 + WD/D/17/000483**
Refurbishment, re-configuring and extension of the existing Dorset County Museum, installation of new shopfront and demolition of un-listed buildings
Deferred to the Planning and Environment Committee on 3 April 2017
9. **29 SOUTH COURT AVENUE, DORCHESTER, DT1 2BY - WD/D/17/000098**
Erect a new home office, including visitors bedroom, in garden
No objection however if the application was to be approved, the Committee requested that a planning condition be added restricting the occupation of the building for purposes which form an integral part of the planning unit known as 25 South Court Avenue.

10. **81 SOUTH COURT AVENUE, DORCHESTER, DT1 2DA - WD/D/17/000171**
Construction of a new Porch
No objection
11. **LAND ADJACENT PARKING AREA, ALFRED ROAD, DORCHESTER - WD/D/17/000247**
Erection of a new cottage on land adjacent to the shared parking area, at the end of Alfred Road,
Dorchester
No objection
12. **72 CELTIC CRESCENT, DORCHESTER, DT1 2TB - WD/D/17/000362**
Two storey side extension & porch
No objection
13. **C W MOTORCYCLES, UNIT 11, GREAT WESTERN INDUSTRIAL ESTATE, DORCHESTER, DT1 1RD -
WD/D/17/000206**
Installation of 3 no. wall mounted aluminium canopies
No objection
14. **10 CLARENCE ROAD, DORCHESTER, DT1 2HF - WD/D/17/000242**
Erect entrance porch
No objection
15. **12 BUTTERMARKE T, POUNDBURY, DORCHESTER, DT1 3AZ - WD/D/17/000254**
Change of use from office and retail to D1 - healthcare for a private chiropractic practice and
associated healthcare professions. Installation of partition walls to create 1 consultation room.
No objection
16. **6 CATERS PLACE, DORCHESTER, DT1 1YB - WD/D/17/000283**
Single storey side conservatory
No objection
17. **42 KINGS ROAD, DORCHESTER, DT1 1NQ - WD/D/17/000344**
Change of use from temporary accommodation for homeless families to supported living for young
people
No objection

Dorchester Town Council

Management Committee

14 March 2017

Present: The Mayor (Councillor T. Harries) and Councillors C. Biggs, A. Canning, J. Hewitt, S. Jones, F. Kent-Ledger, T. Loakes, A. Lyall, R. Potter (Chairman), M. Rennie, K. Rice and D. Taylor.

Apologies: Councillor G. Duke.

57. **Minutes**

The Minutes of the Meeting of the Committee held on 10 January 2017, adopted by Council on 24 January 2017, were taken as read and were confirmed and signed by the Chairman as a correct record.

58. **Site Visits to Council Owned Properties and Sites**

The Committee considered the notes of the site visit, to which all Members of the Council had been invited, held on 21 February 2017 (Appendix 1 to these minutes). Members requested that the water fountain in the Gardens be mended as soon as possible and confirmed that the ladies toilets in the Municipal Buildings should be replaced.

Resolved

That the notes of the site visit be received.

59. **Management Arrangements**

The Committee considered a report from the Outdoor Services Manager updating it on the work undertaken and the achievements made by the Outdoor Services Team since the last meeting of the Committee. Members wished to thank the staff for going above and beyond in respect of identifying homeless people in the town and for their help in creating the Marie Curie memory garden.

In response to a question the Outdoor Services Manager agreed that the possibility of creating wild flower strips together with some public information would be investigated.

Resolved

That the Outdoor Services Team update be noted.

60. **Outdoor Services – Efficiencies and Work Practices**

The Committee considered a joint report of the Deputy Town Clerk and Outdoor Services Manager which updated Members on some efficiencies already identified in the Outdoor Services function, the need to purchase a new shredding machine to realise additional and ongoing savings and areas

identified areas for review over the next year. The report also set out the methodology to be used for developing existing staff which would be a high priority action.

It was reported that the saving of £2,600pa in respect of the purchase of dog waste collection bags was actually going to be £400pa as the new supplier had miscalculated the original quotation.

Members felt that the purchase of a new shredder was very sensible given that it would not only make an ongoing saving in respect of waste removal but it would also free up staff time so as to enable them to get on with other work. Funds were available in the Vehicle and Equipment Reserve to fund the purchase.

In regard to football teams erecting their own nets and flags it was noted that the future aim was for the teams to provide their own so as to help ensure they were looked after.

The Committee felt that it was very important to invest in the staff and to encourage a culture of them taking on responsibility and making decisions so as to help them become more efficient and confident in their role and place in the Council. Members congratulated the Outdoor Services Manager on his work to change the culture which had already been noticeable.

Resolved

- (1) That the efficiencies achieved and the proposals for the areas of review and staff development be agreed.
- (2) That the Policy Committee be requested to release £16,700 from the Vehicles and Equipment reserve for the purchase of a TS Industrie – GS/Tiger/25D shredder.

61. 2016-17 and 2017 – 18 Projects

Members had before them a report by the Deputy Town Clerk which updated them on those projects which were within the Committee's remit and scheduled to be undertaken during the 2017-18 financial year. It also updated Members on the projects commenced in 2016-17 but not yet completed. It was noted that the projects were standalone projects; regular work patterns, commitments and events would continue.

The Deputy Town Clerk reported that an initial meeting had been held with some local residents regarding them self managing the new allotments at Red Cow Farm, discussion would continue and a further report prepared on the outcome in due course.

Resolved

That the 2016-17 and 2017-18 project update be noted.

62. Public Sculpture to Commemorate the 100th Anniversary of the End of World War One

The Committee considered a report by the Town Clerk on a proposal for a piece of public art to commemorate the 100th anniversary of the end of World War One. It had previously been suggested that a sculpture based around the theme of peace and friendship which reflected the

sculpture produced by local artist Mike Chapman for the twin town of Lubbecke might be ideal. Following a meeting with Mike Chapman the following proposal emerged:-

- Commission Mike Chapman (cost approx. £4,000, plus £1,000 for plinth and £1,000 for materials and transport) to replicate the Lubbecke sculpture for Dorchester.
- Identify the most appropriate location - options currently include an unspecified location in the Borough Gardens, the Garden of Remembrance on South Walks, near the War memorial or replacing the Flower Bed opposite the War Memorial on the eastern side of the Prince of Wales Road /South Walks Road junction, where the new pedestrian crossing would land.
- Complete the works in time for November 2018, dedicating the sculpture as part of the centenary commemorations.

Members supported the proposal and felt that the most appropriate location would be opposite the War Memorial.

It was reported that a short film had been produced about the sculpture and that it would be beneficial for Council to see this film at some stage.

Resolved

(1) That the proposal be supported and that a special item, to cover the cost of producing and installing the sculpture (approximately £6,000), be recommended for inclusion in the 2018-19 budget.

(2) That the sculpture be located opposite the War Memorial on the eastern side of the Prince of Wales Road /South Walks Road junction, where the new pedestrian crossing will land.

63. Sports Arena – Mountain Ash Road Area

It was noted that a report would be presented to May 2017 Policy Committee which might have implications on these considerations and it was therefore agreed to defer discussion on this matter to the next meeting of the Committee.

64. Grant Applications

The Committee considered grant applications from Dorchester Food Bank (Lunch Club), Dorchester and District Gardening Club, Try This... Dorchester and The YOU Trust Stalking Project.

During consideration of these applications it was suggested that it would be useful if the grant application form could be amended to include a new question regarding how, if the project was ongoing, it would plan to become financially sustainable into the future – donations, charging, grants etc.

Resolved

- (1) That a new question be included on the grant application form regarding how, if the project was ongoing, it would plan to become financially sustainable into the future – donations, charging, grants etc.
- (2) That a grant of £500 be offered to Dorchester Food Bank.
- (3) That no grant be offered to the Dorchester and District Gardening Club on this occasion.
- (4) That a grant of £750 be offered to Try This.... Dorchester.
- (5) That a grant of £172 be offered to The YOU Trust Stalking Project.

65. Cemetery Matters

(a) Exclusive Right of Burial and Interments and Burial of Ashes

The Committee had before it a report with details of the Grants of Exclusive Right of Burial for grave spaces and the number 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 on the Grants of Exclusive Right of Burial and Interments and Burial of Ashes since the last meeting of the Committee be noted.

(b) 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 4214 to 4224 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

66. Buildings Monitoring Report

The Committee received the monitoring reports for the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House. It was noted that the bar income was down and there was some concern that hirers might be bringing in their own alcohol rather than using the bar franchise as was required.

Resolved

That the Buildings Monitoring Report be noted.

67. Maintenance to the Town Hall and External Decoration

Members considered a report by the Deputy Town Clerk which highlighted the main concerns identified by a recent survey of the fabric of the Municipal Buildings which included:-

- Corn Exchange roof required a full re-roof.
- Dressing Rooms and adjoining flat roof required a full re-roof.
- External timber repair and re-decoration of windows, doors etc.

- Repairs to render, decoration and rainwater goods on north façade.
- Works to stabilise the stone mullion windows in the Town Hall.

The report proposed that work to the roofs and the north façade be scheduled after sufficient funds had built up in the reserve and when confirmation had been received regarding the future of Dorchester Arts. Works to stabilise the stone mullion windows in the Town Hall and the external timber repair and decoration was proposed to be undertaken this year so as to prevent further deterioration. The cost of this work had been estimated at £35,000 including professional fees.

Members noted that some of the windows in the Town Hall did not open easily and asked that this be looked at whilst the work to stabilise the stone mullion around the windows was being undertaken.

Resolved

- (1) That the works specified above be carried out in 2017-18 following the receipt of competitive quotations.
- (2) That the Policy Committee be requested to release £35,000 from the Municipal Buildings reserve to fund the works to the Town Hall and external timber repair and decoration.

68. Dorchester Arts

The Committee received and noted the minutes of the Dorchester Arts Board meeting held on 23 January 2017. Some concern was expressed with regard to the quality of the plastic glasses being used by the bar franchise and the Council representative on Dorchester Arts agreed to raise this matter at the next meeting.

69. Public Bodies (Admission to Meetings) Act 1960

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 press representatives be excluded from this meeting during their discussion.

70. Charges for the Municipal Buildings

The Committee considered a report by the Town Clerk which set out a schedule of the hire discounts, and the reason for the discounts, received by various hirers of rooms within the Municipal Buildings. The report also set out proposed revised charges for those discounted regular hirers.

Resolved

- (1) That the schedule of discounts be agreed.
- (2) That the revised charges be agreed as from 1 April 2017.

Chairman

Notes of a Site Visit held on 21 February 2017 at 5.00pm.

Sites visited – Borough Gardens and the Municipal Buildings

Attending: Councillors A. Chisholm, J. Hewitt, T. Jones, T. Loakes, A. Lyall, R. Potter, M. Rennie and K. Rice.

Steve Newman, Deputy Town Clerk.

Carl Dallison, Outdoor Services Manager.

1. Borough Gardens

Members viewed the work that had been undertaken in the Gardens over the winter which included:-

- An additional 2,000 snowdrops planted (plus an additional 2,000 to be planted March / April 2017)
- The Marie Curie daffodil project
- Creation of a new shield bed
- The new position for the grass free lawn and planting
- Re-painted bandstand
- New fern area
- New composting area and additional picnic tables
- General reduction in height of some shrubs so as to allow good views across the Gardens and removal of 'blind spots'
- Completion of the Gardens borehole

Members were also informed that the following work was due to be carried out in 2017-18:-

- Replacement safety surfacing for the water feature in the play area
- Potential purchase of a shredder which would make long term savings through the reduction of green waste being removed
- Painting of the clock tower and refurbishment of the clock faces
- Planting the new shield bed and grassing over two of the old shield beds and planting annual bed in that area.
- Sundial – to be made more visible during the summer months.
- Provision of new tennis courts- the archaeological dig for which was scheduled imminently
- New pedestrian entrance into the south end of the Gardens

Having viewed the Gardens and buildings Members identified the following issues (it should be noted that Members felt that the facilities were generally to a high standard):-

- Gents kiosk toilets – some tiles need replacing/repairing plus an erroneous piece of wood removed from the cubicle door
- Ladies kiosk toilets – Baby changer not returning to the wall and toilet roll in the disable toilet needed refreshing
- Water fountain in the play area not working
- Ladder in the recycling area to be removed

- No power to the lift in the Borough Gardens House
- It was noted that the storage cupboard was still in the House but that the new storage area would be created over the next month or so
- Bowling Green toilets gents urinals starting to rust

2. The Municipal Buildings

The Deputy Town Clerk explained that following a professional survey it was noted that the Corn Exchange would need to be re-roofed at some stage in the next few years. Work was also required to the Town Hall pillars and the stonework around the windows which all needed the paint removing so as to allow the stone to breathe and prevent further rusting and damage.

Members also noted that a review of the use of the buildings would need to be implemented once Dorchester Arts had finalised any move to The Maltings.

Members viewed all of the letting rooms in the Buildings and identified the following matters:-

- Consideration to be given to replacing the three foot tables.
- Ladies toilets underneath of all the seats were stained and unclean – clean or replace.
- Gents toilets far right flush sensor not working
- Magistrates Room door frame needed repairing
- Downstairs foyer lights needed cleaning
- Council Chamber investigate vibration from bar
- Dressing Room tables in poor repair
- Dressing Room lights needed replacing
- Dressing Room landing radiator thermostat control broken
- Council Chamber cabinet everything to be polished, pictures straightened etc prior to mid April 2017

Meeting closed 6.40pm.

Dorchester Town Council
Mayoral Selection Committee
21 March 2017

Present: Councillors R. Biggs (Chairman), T. Harries, T. Jones and M. Rennie.

Apologies: Councillor A. Canning, S. Hosford, S. Jones and R. Potter.

1. **Minutes**

The Minutes of the Meeting of the Committee held on 22 March 2016, adopted by Council on 29 March 2016, were taken as read and were confirmed and signed by the Chairman as a correct record.

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

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.

3. **Selection of Town Mayor – 2017-18**

The Deputy Mayor reported verbally to the meeting.

Recommended

That the Members now named be invited to fill the Offices of Town Mayor and Deputy Town Mayor of Dorchester during the 2017-18 Council Year.

Chairman

Dorchester Town Council

Policy Committee

21 March 2017

Present: Councillors B. Armstrong-Marshall, R. Biggs, A. Chisholm, T. Harries, G. Jones (Chairman) and T. Jones.

Apologies: Councillors S. Hosford, and P. Stein.

Also present: Councillors G. Duke, J. Hewitt and M. Rennie.

Declarations: Councillor A. Chisholm declared a non-pecuniary interest as President of Ridgeway Radio

26. Minutes

The Minutes of the Committee of 17 January 2017, adopted by Council on 24 January 2017, were taken as read and confirmed and signed by the Chairman as a correct record.

27. Financial Report 2016-17

The Town Clerk provided an update covering the Council's Month 11 spend in relation to the budget, bank account, the current debt and payments position, and also the latest audit report.

He responded questions regarding outstanding debtors, the Walks cleaning contract, taxation allowances and the Council's policy in relation to contracts of employment.

Resolved

- a) That the Payments list totalling £212,337.59 be approved
- b) That the Internal Audit report and the officer response is noted

The Town Clerk introduced Minute 76 of the Planning & Environment Committee, regarding the withdrawal of Bus Subsidies by Dorset County Council, and its impact on services 1, 2 and 6 within the town.

The Committee recognised the need to ensure some form of provision across the whole town and noted that provision between Poundbury and the town centre was not at risk. Noting the significant cost of retaining the existing services Members considered options for community transport and also asked for further information regarding services that arrived at the town and then provided a service to residents of the town, particularly the at risk service 101.

Resolved

That the Town Clerk explore options for the Town Council to support alternatives to the number 1/2 bus service through community transport operators, including using low pollution vehicles; obtain an up to date position regarding the future of service 101; and encourage consideration of options that provide a commercial alternative for the number 6 service

The Town Clerk introduced Minutes 60 and 67 of the Management Committee relating to the replacement of a green waste shredder and works to the Municipal Buildings. The Committee was reassured that there was a plan to build up sufficient Reserves to reroof the Corn Exchange and Changing Rooms within four years.

Resolved

- c) That £35,000 is released from the Municipal Buildings Reserve to undertake external timber repairs, redecorations and window repairs
- d) That £16,700 is released from the Vehicles and Equipment Reserve for the purchase of a new shredder

28. Corporate Plan – Progress against strategic and operational milestones

The Committee received an update report covering progress on Corporate Plan milestones.

Members noted the confirmation of allocation of s106 recreation monies and the Town Clerk explained his understanding of how this affected the County Museum's plans. The Committee considered the ongoing problems associated with the Great Field sports pitches and the Town Clerk agreed to include these in discussions with the Duchy of Cornwall about the future development of the site.

With regard to Heritage Tourism a councillor sought information about the Dorset Tourism Association's event at Kingston Maurward and asked how the Council might support a presence at the annual Portland Port cruise operators' event. The Town Clerk agreed to investigate these events further.

A member asked that consideration be given to reordering the report to better reflect the key priorities in the Corporate Plan. The Chairman agreed to consider this as part of the review of the Plan to start in April.

The Chairman reported on the work of the task group that had reviewed the role of Community Land Trusts in supporting the development of affordable housing.

Resolved

That the formation of a Community Land Trust to address the housing needs of young Dorchester workers be supported.

29. Draft Community Plan

The Town Clerk presented a report regarding progress on the development of a draft Community Plan. The Committee noted progress towards the development of a Community Plan, acknowledged the complexity of producing a document that would be relevant to the whole community, and offered their support to the approach being taken. The Town Clerk would present a further report to the July meeting.

30. Community Radio

The Committee considered a report by the Town Clerk in relation to an initiative from Ridgeway Radio to secure a community radio licence, and how the Town Council might provide practical support. Members spoke in support of the track record and enthusiasm of Ridgeway Radio and the

experience of other local towns when they had undertaken similar projects. They also recognised the complexities associated with licencing and the technical aspects of setting up a station.

Resolved

That Ridgeway Radio be encouraged to develop a robust business plan for the delivery of a community radio service and that further discussions take place across the full range of possible financial, promotional and practical support that the Town Council might make available.

31. Town Centre Wi-Fi

The Committee considered an opportunity to join a partnership to develop a town centre wi-fi project. The Committee struggled to understand the benefits that a 3G wi-fi service might bring and were concerned about the cost of the project and how long it might remain relevant. The Committee recognised that there might, however, be some benefit in the future for its corporate plan aim to promote the town as a Heritage and Tourism destination.

While minded not to support the project the Committee were willing to receive a presentation to allow partners to explain how the project might work in more detail and what benefits might accrue.

Chairman