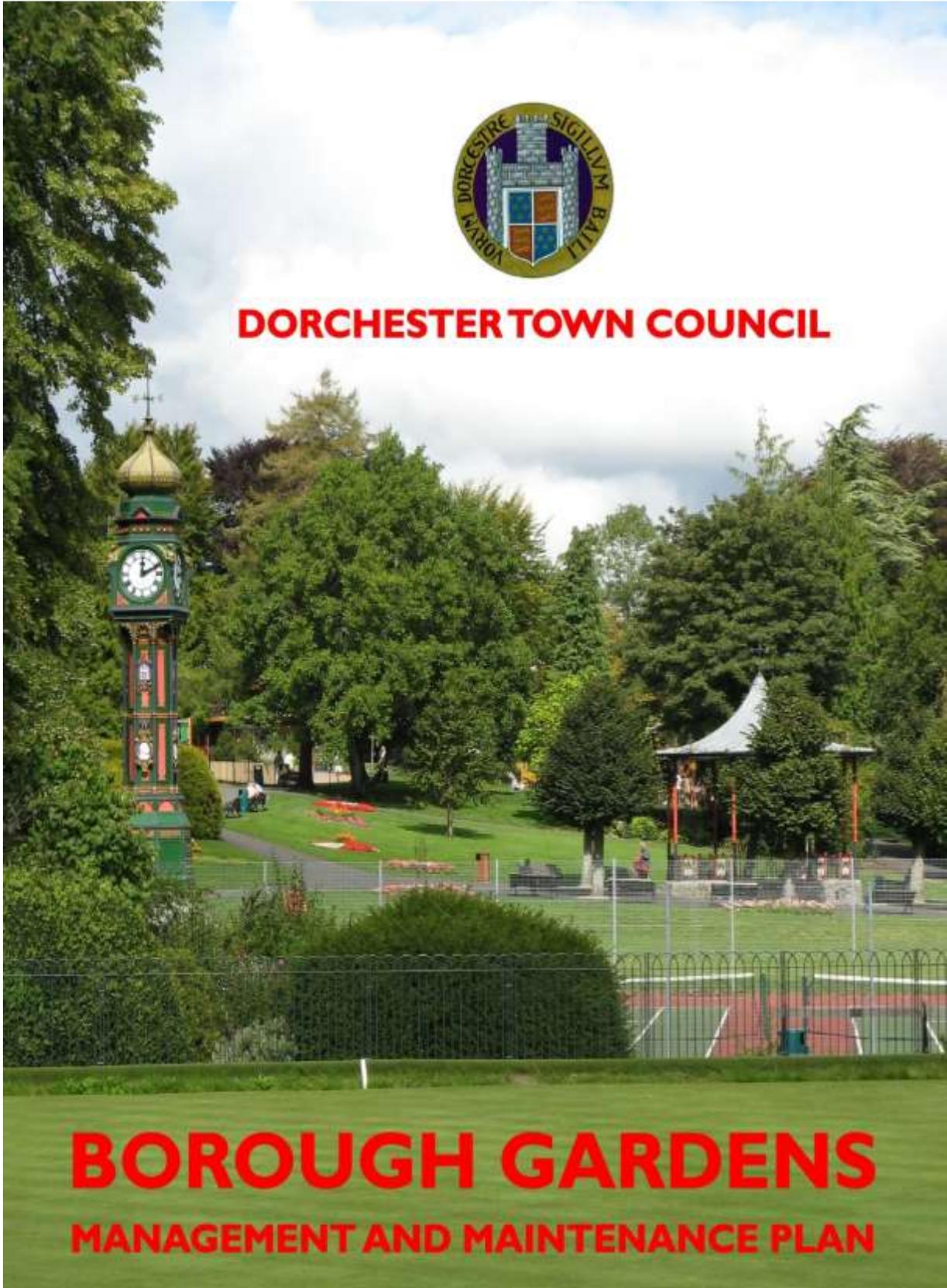




DORCHESTER TOWN COUNCIL



BOROUGH GARDENS

MANAGEMENT AND MAINTENANCE PLAN

Introduction

1.1 Purpose

The main objective of the plan is to set out a clear vision for the long term horticultural and recreational role of the Dorchester Borough Gardens. The plan explains the context to the overall management and maintenance strategy for the refurbished Borough Gardens together with the aims and objectives for their future.

In addition, the plan provides a structured framework for reconciling the interests of the various stakeholders and the numerous social, economic and environmental issues concerning the management of open spaces. It outlines the guidelines for the conservation and enhancement of the Borough Gardens.

The plan is a working manual for use by Dorchester Town Council, its staff and contractors to ensure understanding so that all management activities share the same objectives.

The Borough Gardens provide a rich horticultural heritage. Research has identified the historical significance of the Gardens as an example of a late 19th Century municipal landscape, designed by William Goldring, and an important public open space in the context of the Dorchester's development. It is the historical and aesthetic experience of the Gardens that distinguish them from other types of green space in the town.

The strategic importance of the Borough Gardens in enhancing the quality of life, serving recreational needs and improving Dorchester's urban environment has been recognised in this plan. By implementing the plan, we aim to raise the level of horticultural excellence in the management of the Gardens, such that the visitor experience is enhanced and the heritage and ecological value of the garden increased and safeguarded in a sustainable manner.

1.2 Structure

This plan is structured as follows:

- Introduction
- The Existing Site
- Issues and their Resolution
- Vision, Aims and Objectives
- Management
- Maintenance
- Financial Plan
- Monitoring and Review
- Appendices (include background material used in the preparation of the plan)

1.3 Introduction to the site

Dorchester Town Council owns the freehold of the Borough Gardens and the adjacent Bowling Alley and West Walks. They also own two tennis courts, located to the east of West Walks and north of Bowling Alley Walk, which are managed from the Borough Gardens (See Appendix 1 for Location Map).

Both the Gardens and the Walks are listed as Grade II, in the English Heritage Register of Parks and Gardens of Special Historic Interest in England, and both are designated as a Conservation Area. Two of the structures in the Gardens are listed as Grade II. They are the Bandstand (1898) and 12 park benches, and the Clock Tower (1905). The Gardens are extremely important to the people of Dorchester in terms of providing urban open space for relaxation and for social functions.

1.4 Target Readership

This document is primarily intended to inform and influence members of the Town Council in their consideration of the various issues affecting the management and maintenance of the Gardens. It will also be used by all staff and contractors, involved in the Garden's maintenance and future development. It is likely that statutory agencies, both national and local, will also have an interest in the plan.

1.5 Planning Process

1.5.1 Document History

The Council adopted the first edition of this plan on 28 January 2003. This is the fourth update to the plan since being awarded the Heritage Lottery Grant of £950,500 in June 2004.

1.5.2 Plan Development

This plan has been compiled by Dorchester Town Council in conjunction with the following organisations involved in the refurbishment programme:

- Plincke Landscape (Landscape Architect & Lead Consultant)
- Scott Wilson (Project Monitor)
- English Heritage
- Heritage Lottery Fund

1.5.3 Persons responsible for Management Planning

The Compliance Manager, Operations Supervisor and the Head Gardener will be jointly responsible for ensuring that the requirements of this plan are carried out and that it is reviewed and updated annually.

1.5.4 Monitoring and Review

The plan aims to establish a consistent strategy for managing and maintaining the gardens and the associated buildings over a period of 10 years (2007-2017).

The Plan will be reviewed annually. Any necessary changes will be made to it then, and arrangements put in place for their implementation including, if necessary, changes to the physical and financial resources allocated to the maintenance of the Gardens.

Each aspect of the plan shall be reviewed and updated in accordance with the following table:

Item	Frequency	Responsibility
Management Plan (Whole Document)	Annually	Compliance Manager Operations Supervisor Head Gardener
Management Strategies	Annually	Compliance Manager Operations Supervisor Head Gardener
Conservation Policy	As and when required	Compliance Manager Operations Supervisor Head Gardener
Environmental Policy	As and when required	The Council
Events Programme	Annually	Town Clerk
Maintenance Programme	Annually	Compliance Manager Operations Supervisor Head Gardener
Financial Plan	Annually	Compliance Manager Operations Supervisor Head Gardener
User/Non-user Survey	Annually	Friends of BG

Kiosk and public toilets nearing completion



1.6 Public Consultation

The Council organised a public consultation exercise in 1995. 28% of the questionnaires sent out were returned and the vast majority of responses were extremely positive about the need to refurbish key elements of the Gardens. Based on the comments received and discussions with user groups, consultants, specialist agencies, the Council identified a set of key objectives as part of the proposed refurbishment plan. The majority of these objectives were taken forward in the HLF funded project. It was clear from the responses to the questionnaire that there was a strong interest in forming a 'Friends of the Borough Gardens' group to promote interest in and support for the Gardens. The group was set up in 1996 and has been very active since in raising the profile and funds for the Gardens.

The results of the consultation were presented at a public meeting in November 1995.

2 The Existing Site

2.1 Location & History

Dorchester Borough Gardens are situated approximately 250m south of West Gate at the western end of High West Street. The 4 hectare site is approximately rectangular-shaped on plan, and is bounded to the north by Albert Road, to the west by Cornwall Road, and to the east by the early 18th Century West Walks. To the south the site is bounded by a footpath, which links Bowling Alley Walk to the east with Cornwall Road to the west.

The Borough Gardens were originally designed by William Goldring (plantsman, designer, editor of 'The Garden', President of the Kew Guild), and were opened on 30 July 1896. The original design, heavily influenced by the 'Picturesque' style and to a lesser extent by the 'Gardenesque' style, had no formal sports provision. It provided for fairly sparse planting amongst lawns and a curvilinear footpath network in the style of a 'Jardin Anglais'. Goldring's design was further enhanced during the early years of the Garden's existence by the addition of the Gregory Memorial Fountain (1898), the Bandstand (1898), the Tirah Obelisk (1899) and the Clock Tower (1905).

The formal sports areas (bowling green, now a putting green, tennis courts and children's play area) were added during the inter-war period, but these were less sympathetic to the original design and significantly changed the character of the Gardens.

During the Second World War the most significant change within the Gardens was the construction of an Air Raid Precautions water tank at the northern end which, has since been modified for use as a children's paddling pool (removed as part of the refurbishment project). The most detrimental change, however, was the removal of the majority of the perimeter railings for munitions purposes.

Today, the Borough Gardens retain their late 19th Century layout and features, together with its design framework and some of its structural planting.

2.2 The significance of the Gardens

Since 2001 the Gardens have been listed as Grade II in the English Heritage Register of Parks and Gardens of Special Historic Interest in England and are also designated as a Conservation Area. The full listing description is reproduced at Appendix B.

The eastern boundary of the Gardens abuts the 18th Century West Walks, a Scheduled Ancient

Monument, and is also included in the English Heritage Register of Parks and Gardens of Special Historic Interest in England as Grade II. The site is typical of the surrounding area in that it contains notable Roman remains including a Roman wall. The full listing description is reproduced at Appendix C.

Additionally the clock tower and the bandstand are Grade II listed buildings. The full listing description is reproduced at Appendix D.

The Gardens are deemed to be of great significance to the people of Dorchester in terms of providing valuable greenspace within the town for quiet relaxation and by measure of the numerous social functions during the summer months. They are located very close to the western edge of the Town Centre, immediately outside the old Roman town boundary, are therefore easily accessible to the population of the town and its numerous visitors.

Dorchester is comparatively well provided with open space in, or close to, the Town Centre but much of this is represented by the Town Walks which were laid out along the lines of the Roman town walls and are fairly close to traffic. The Gardens represent a pleasant oasis, well used for a wide range of activities at all times of the day and in all seasons. The site acts as an important walkway for many people travelling to and from the town centre.

In recent years the Gardens have been used increasingly for a wide range of public entertainment, usually of a musical character. The Council encourages the use of the Gardens by local charity's, the Friends of the Borough Gardens, and community organisations for raising funds or awareness, and it also organises its own programme of events. The Gardens are also used as the major venue for free arts events during the biennial Dorchester Festival.

2.3 Ownership

Dorchester Town Council owns the freehold of the Borough Gardens and the adjacent Bowling Alley and West Walks. They also own two tennis courts, located to the east of West Walks and north of Bowling Alley Walk, which are managed by the Borough Gardens staff. See Appendix A for Location Map.

2.4 Policies and Strategic Context - West Dorset District Local Plan

The Gardens are situated within a Conservation area and West Walks, a Scheduled Ancient Monument, runs along the western boundary. Under the West Dorset District Local Plan the Gardens are protected by policies governing Landscape, Conservation & Design and Recreation. The Local Plan was adopted in July 2006, and provides the land use policy framework that will guide development in the area until 2016.

Under the Plan the following policies apply to any development affecting the Borough Gardens and/or the Town Walks and their immediate surroundings:

- Policy SA6 Landscape of Local Importance
- Policy SA16 Historic Parks and Gardens of International and National Importance
- Policy SA7 Green Corridors
- Policy SA19 Alterations, Extensions and changes of Use of Listed Buildings
- Policy SA20 Settings of Listed Buildings
- Policy SA21 Protection of Character or Appearance of Conservation Areas
- Policy SA22 Demolition within a Conservation Area

- Policy SA23 Sites of National Archaeological Significance
- Policy C7b Retention of Open Space and Recreational Facilities □ Policy C3 Local Centres

Full policy wording can be found in Appendix E.

2.5

2.6 Byelaws

The Borough Gardens and Town Walks are subject to the following byelaws made by the Dorchester Town Council under Section 164 of the Public Health Act 1875, and Sections 12 and 15 of the Open Spaces Act 1906:

Byelaws – Pleasure Grounds, Public Walks and Open Spaces, 18 May 1992. The Council adopts a fairly relaxed attitude to their enforcement, usually only acting when a breach of the byelaws is perceived as presenting a threat to the safety of users of the Gardens or their fabric.

Byelaws – Consumption of Intoxicating Liquor in Designated Places, 16 July 2001. These byelaws are rigorously enforced.

These byelaws are reproduced in full at Appendices G and H.

2.7 Leases and Covenants

There are no leases or covenants associated with the Gardens.

However, the purchase deeds dated 24 June 1895, which deal with purchase of the land forming the now Borough Gardens state that, "the Corporation shall maintain and use the site as a public walk or pleasure ground".

2.8 Existing Management and Maintenance

2.8.1 Staffing

2.8.1.1 Prior to 2004

Outside Services Officer (OSO) – In the lead up to the project, and during the project, the control of day to day running of the Gardens, plus all other Dorchester Town Council sites, was carried out by the OSO. Work planning was on a day by day basis with very little written or planned maintenance. The OSO used his thirty plus years experience to run the park. The planning of flower beds etc. was done by the OSO with staff brought in to act upon it.

Deputy Outside Services Officer (DOSO) – The DOSO acted on the OSO's instructions, and would take over from the OSO in the case of leave/sickness etc. He was based at the gardens for 90% of his time, green keeping, glass house work etc.

Park Keepers (2) - carried out the same duties as today (see below 2.8.1.2).

All remaining staff worked on the gardens as required but there were no fixed staff based at the gardens.

2.8.1.2 Post 2004

Those staff based and working solely at the Borough Gardens are the Head Gardener, Assistant Gardener's, Park Keepers and the Labourer. The role of the part time Operations Supervisor entail's working mornings only while still playing a significant part in the management of the Gardens. An organogram showing the Management Structure for the Borough Gardens staff is shown in Section 5.

Compliance Manager - To ensure the effective management of the Council's Outdoor Services employees on a day-to-day basis, in line with good management practice, providing high quality recreational, horticultural, arboricultural and leisure facilities, and to ensure the requirements of all grounds maintenance and other contracts and specifications in connection with the routine maintenance of the various areas for which the Council is responsible are met. For full Job description see Appendix I.

Operations Supervisor –(part time) Under the direction of the Town Clerk, Deputy Town Clerk and/or the Compliance Manager to ensure the delivery of high quality horticultural, arboricultural and amenity maintenance within the Borough Gardens. This will include hands-on activity and the organisation and supervision of the Head Gardener and other members of staff employed in connection with their care. For full Job description see Appendix J.

Head Gardener - In June 2005 the additional post of Head Gardener was created, in line with HLF Stage 2 submission. The Head Gardener will help deliver the Management and Maintenance plan along with two full-time gardener/labourers and one part-time labourer. The Head Gardener's appointment gives us an additional horticulturally trained staff member whose time is totally committed to the running of the Gardens. Responsibilities will include assisting with:- the design and implementation of bedding schemes; carrying out planned maintenance of all shrub beds, grass areas etc, hard landscape (eg play areas and fountain); assisting with the maintenance and management of the bowling green and greenhouses; training, organisation and supervision of other members of staff; and, liaison with key users of the Gardens (eg Friends of the Borough Gardens). For full Job description see Appendix K.

Gardener/Labourer - To assist in the running of the Gardens. This entails the routine maintenance of lawns, bedding schemes and shrub bed areas. The role will also entail work in the greenhouses as required and setting up or taking down equipment used for functions or events. For full Job description see Appendix L.

Gardener/Labourer – To assist in the running of the Gardens. This entails the routine maintenance of lawns, bedding schemes and shrub bed areas. The role will also entail work in the greenhouses as required and setting up or taking down equipment used for functions or events. On occasions he will be required to assist with the grounds maintenance at Weymouth Avenue and other locations. For full Job description see Appendix L.

Labourer - Under the direction of the Operations Supervisor/Head Gardener the four hours each day will be spent performing the following tasks: - unlocking the Gardens' gates during the week; cleaning the public conveniences; emptying all litter bins around the gardens and litter collection. Other tasks the Labourer will be involved in include assisting in leaf clearance of the tennis courts and paths, and any other general labouring tasks required. For full Job description see Appendix M.

Apprentice Gardeners – during 2014 the Council in collaboration with Kingston Maurward College, and West Dorset District Council employed two apprentices, these work/train at the Gardens 4 days a

week with a further day spent at the College. It is the Council's intention to take on further apprentices in 2015.

Park Keepers - These two staff members take on the role of ensuring the security of the Gardens and its users, through the enforcement of the Council's byelaws and regulations. They are also responsible for the collection of fees for tennis bookings and running the putting green. The Park Keepers will provide a staff presence in the Gardens during opening hours when the horticultural staff are not present. The Operations Supervisor or Head Gardener may also leave instructions regarding occasional requirements to water bedding schemes or setting up for events etc. For full Job description see Appendix N.

All Town Council outdoor services staff will on occasions, be required to work in the Gardens. This will mainly be at peak times or to replace staff absences for sickness or leave. They may also be called upon for any specific construction, or maintenance tasks. Likewise staff who customary work within the gardens may be required to cover staff absences, sickness or leave on odd occasions.

2.8.2 Equipment used

The following major items of equipment are used and stored at the Gardens:

- Lloyds Paladin greens mower;
- Honda rotary mower;
- Honda cylinder mower
- Strimmer;
- Leaf sweeper;
- Leaf Blower;
- Small tipper van;
- Kubota ride-on mower.

Additional items of equipment, which are used or stored elsewhere, can be brought into use in the gardens when needed:

- Three vehicles;
- Tractor and trailer (tipper);
- Small ride on tractor x 2;
- Triple mower;
- 2 x Honda rotary mowers;
- 2 x Strimmers;
- Rotovator;
- Long and short handled powered hedge cutters;
- Water bowser;
- Dennis roller;
- Pressure Washer.

2.8.3 External Contracts

The following areas of work are carried out by third parties on an as required basis:

- Tree inspections and arboricultural work;
- Welding work given out to local firms;
- Vehicle and equipment maintenance/servicing;
- Contract for the maintenance of the clock;
- Painting of the clock, and Bandstand;
- Contract for the maintenance of the fountain;
- Contract for the maintenance of the play area water feature;
- Painting of the tennis courts;
- Annual play equipment inspection.
- Painting of the Borough Gardens house, inside and out;

2.9 Why have the Gardens been restored?

One of the principal reasons which have resulted in the need for a restoration scheme were the unsympathetic modifications which were made to the Gardens between the wars, which made significant and undesirable changes to the original design concept. This was the case for example, with the northern pair of tennis courts (now removed), which did not allow optimum use of the Gardens for formal events and also restricted the amount of available space for informal recreation.

The original layout of serpentine paths, contoured terraced lawns and structures were still legible, however, some sections were in a poor condition. Many historical views were lost or deteriorated due to planting or new structures, and all required conservation. Shrubberies, planting displays, understorey and groundcover plantings were mostly in poor condition, overmature or lost. Much of the original planting framework remains but a lot of it needed judicious management, and some of the trees in particular needed removing some time ago.

The Gardens had also suffered from vandalism. The fountain, for example, had been targeted by vandals when the Gardens were officially closed at the end of the day. The structure also suffered from the fact that it had been erected on unstable ground, which meant that it had slipped to one side.

The Borough Gardens House was in a poor state of repair due in part to instability but also due to the lack of care by the last tenant of the flat on the first floor.

The Gardens had also suffered from a past lack of investment. Whilst this had been addressed in recent years, it had left a backlog of work which it was not possible to undertake in the foreseeable future, even given the recent increased resources, without the generally higher standards of horticulture, achieved recently, being compromised.

The Council is committed to maintaining all the facilities in the Borough Gardens to a high standard and understands its obligation to protect the capital investment made in the Gardens. It continues to commit the resources required across the whole range of its activities, including the Gardens.

This commitment was demonstrated by the refurbishment and redecoration of the clock tower and bandstand which was carried out in the early 1990s. The Council went to considerable trouble to

attempt to establish the original colours of the clock tower by reference to contemporary press reports and an appeal for information and/or visual references from the public. These proved inconclusive but the Council was satisfied that the colour scheme used, was sympathetic to the original. It has since been used to paint the bandstand and the entrance gates to the Gardens.

The refurbishment scheme has restored the Gardens to a high standard which will be maintained by the available Council resources. The scheme has permitted the appointment of a dedicated Head Gardener (March 2007) whose responsibility will be to look after the Gardens (with assistance, primarily from two other members of the Council workforce – see above 2.8.1.2). This will give a real sense of ownership and pride to the Head Gardener, who will have the time and support available to them to enable the standards set on the refurbished shrub beds and borders to be maintained and enhanced.

Without the HLF and partnership funding support the Gardens would have had few opportunities for extensive restoration. The project has enhanced and provided a lasting heritage asset restored, in parts, to its historical precedent and with improved facilities.

A view of the Bandstand



2.10 The restoration proposal included

The refurbishment proposal provided for a widely-based restoration of the Gardens. In brief it sought to:

- Furthered the original intent of creating pleasure gardens for the health and recreation of the inhabitants, and promoted the vitality of the Gardens and their future as a public open space;
- Revitalise the planting and returned to a state closer to the original design concept and achieved a balance between historical restoration, enhancing ecological diversity and furthering the people's use and enjoyment of the Gardens;
- Repaired and restored the Borough Gardens House to provide community facilities on the ground floor and a residential flat on the first floor;
- Provided new toilets and a refreshment kiosk on the site of the previous paddling pool;
- Completely redesigned and revitalised the children's play area to provide a stimulating range of play activities sensitively designed within the context of the Gardens taking advantage of the varying levels on the site;
- Removed the northern pair of tennis courts and return the area to lawn; this improved the setting of the bandstand and the clock tower and enhanced the suitability of the Gardens for a wide range of entertainment and community events;
- Repaired and restored the fountain;
- Reinstated the boundary railings;
- Improved the surfacing of the paths within the Gardens and removed some of the more inappropriate surface treatments used in various areas in the past; □ Improved and standardised the park furniture.

Although the design, construction and planting in the Gardens relates to a specific date, the original brief requested that further garden features and public features be integrated in future years, which effectively occurred. It was therefore not considered appropriate to carry out a complete restoration of the Gardens back to their exact original form of 1896.

3 Issues and Resolutions

3.1 Major Problems

Historically the major problems affecting the Gardens have been an historic lack of funding and the actions of vandals for whom access was made easy because of the absence of a secure boundary. The reinstatement of the boundary railings as part of the refurbishment scheme and the commitment of the Council to provide additional resources to the Gardens has begun to resolve these problems. Essentially, the key issues for consideration concern user/people management and this issue is considered in more detail below.

There were also ongoing problems associated with rough sleepers and alcoholics. These groups can, if allowed to stay in the gardens for any length of time, intimidate people and empty the gardens, as can large gatherings of teenagers. The issue with alcoholics has much improved after a stronger staff and Community Police presence in the Gardens, and also as a result of the recently implemented *Alcohol Consumption in Public Places Designation Order*, which covers the Borough Gardens within its designated zone.

3.2 Social problems

The Council is aware that the Gardens are used, from time to time, (usually, we believe, when they are officially closed) by some people as a convenient venue for drug taking, etc. but this has not hitherto posed a problem to others. The railings have ensured that this activity has been minimised considerably.

It is particularly pleasing to note that there is no evidence of offences against the person taking place in the Gardens.

3.3 Security

The boundary railings were removed to make munitions during the Second World War and since then it has been extremely difficult to control access to the Gardens. This created problems of increased vandalism when the Gardens were officially closed. The involvement of the local police to enforce the bylaws has had a positive effect, however, the reinstatement of the boundary railings has improved this issue considerably. The opening up of 'sight lines' has also helped in this regard and also in reducing general anti-social behaviour during the day.

3.4 Conflict of use

There are occasional issues concerning conflict of use between pedestrians, particularly elderly pedestrians, and skaters or cyclists who are not always as considerate as might be wished. More often than not, it is comparatively easy to deal with this issue when formal events are taking place (though it can result in some abuse or contention), but it less easy to tackle when the Gardens are sparsely populated. The riding of bicycles and use of skateboards is now not permitted within the Gardens. The Park Keepers and gardening staff enforce this rule but use their discretion where young children on cycles with stabilisers or using scooters are concerned. Cyclists and skateboarders can cause damage to infrastructure and plantings. Dorchester Town Council has now provided skateboard users with a dedicated skateboarding facility at Maumbury Cross. Park Keepers and the gardeners now have two radio's linked to the shop watch scheme during the day and the pub watch scheme during the evenings, so they have the facility to call for assistance from the Police should it prove necessary.

Ball games are permitted so long as the activity is carried out reasonably and away from flower beds and other Garden users. However, ball games are stopped when they are causing a nuisance to other users or when damage is likely to occur to plantings. New signs have been introduced to the Gardens explaining clearly which activities are permitted and which are not.

Dog walking is not a key issue yet nevertheless is handled sensitively and, when necessary, very firmly. Dogs are not permitted in the children's play area. Dog walkers may exercise their dogs within the Gardens so long as they are on a lead; they must clear any dog mess left behind by their dogs. Dog waste bins are provided near two of the five entrances.

3.5 Information Signs

Whilst the Borough Gardens are no more than 300m from the town centre, visitors to Dorchester are not always aware of this green and pleasant open space, so close to other tourist attractions. Improved signage from the town centre (South Street, Trinity Street/Princes Street, Cornhill & Top o' Town), railway stations, hospital, market and the Walks are planned to help raise awareness of the existence of the Gardens and increase their use and enjoyment by a wider audience.

Discrete Garden signs, have been erected within the gardens which aid occasional users find the key features present, including the toilets and the kiosk. The new interpretation panels to explain the history of the Borough Gardens, the refurbishment project and to provide acknowledgement of the HLF, Council and partnership funding of the project are also now installed.

A brief publication promoting the Gardens and the facilities has been produced and is made available from various stores at the town pump area, tourist information outlets and Council offices. We also work with the Dorchester Town Crier who includes the Gardens on his walks.

3.6 Storage Issues

Storage of equipment and materials on site was a significant issue since all Council maintenance equipment was stored at the Gardens. As a result some large items of plant, which would enable a more efficient management of the Gardens, were not purchased. The new Town Council depot is now open (May 2007) and all equipment, other than that required for the gardens, is stored separately. With the storage problem relieved more cost effective and labour saving equipment (eg Kubota Ride-on Mower) has now been purchased.

The refurbishment of the cellar provides tool storage facilities and space for a work bench. The refurbished garage provides extra space for all mowers and the chemicals storage cabinet.

3.7 Horticultural Quality Control

The Town Council has funded the repair and refurbishment of the potting shed and cold frames during the spring of 2007, this was carried out during the winter of 2007/8 to improve on Health and Safety issues (uneven floors etc.) with the intention of improving the general appearance and productivity of the greenhouses. A replacement A+ rated boiler to heat the green houses was fitted in 2013, this has reduced gas usage (on the old boiler system) by a considerable amount and has assisted in the production of quality bedding plants required by the council for both the gardens themselves and for other areas requiring bedding (hanging baskets, town beds etc)

The choice of bedding for all areas is decided by a committee consisting of the Compliance Manager, Operations Supervisor, Head Gardener plus the Gardeners and Apprentices. The agreed planting plans for all areas are then fixed for that season, with seed and plugs purchased at the appropriate times to fulfil the requirement.

The production of the required bedding plants falls to the Operations Supervisor, assisted by both the Head Gardener and Gardener Labourers/Apprentices during peak times.

3.8 Resource Issues

On occasions in the past, the Gardens have suffered from insufficient dedicated gardening staff. At present the gardening staff comprise: Operational Supervisor (part time) a Head Gardener, two Gardener/Labourers, and one Labourer (part-time – 24hrs/week) plus the two Horticultural Apprentice. All other Town Council outdoor services staff will on occasions, be required to work in the Gardens as indeed Gardens based staff will on odd occasions be required to work on other areas. This will be mainly at peak times or to replace staff absences for sickness or leave.

Good communication between staff is always a prerequisite to achieving good outcomes. The Management and Maintenance Plan will establish a consistent strategy for all staff to manage and

maintain the Gardens over a period of 10 years. Recently established weekly meetings between the Compliance Officer, Operations Supervisor and the Head Gardener, to plan management work and events for the week ahead will ensure that all staff working in the Gardens have a clear understanding of upcoming work and what is expected of them. Equally, good communication between key users and the staff at the Gardens is essential for a good and lasting relationship. Day-to-day communication together with the use of a diary, kept within the gardener's facility building, will be maintained and will help in this regard.

The programmed regular reviews of the plan will, among other things, attempt to identify any skills/expertise (or equipment) needed to carry out specific tasks in the Gardens. The Head Gardener will bring such training/equipment needs as necessary to the attention of the Compliance Manager to ensure that staff are, as far as possible, properly equipped and skilled to work to the best of their abilities. Establishing working relationships with neighbouring local authorities with similar greenspace resources will also help in this regard. The sharing of good practice and expertise when tackling horticultural issues is a sound practice and must be encouraged.

4 Vision, Aims and Objectives

Given the historic and community importance of the Gardens and the constraints and opportunities, the section below states what the management is trying to achieve. The aims and objectives underpin the actual tasks noted in Section 6 of this plan.

4.1 Vision for the Borough Gardens in Dorchester

A key aspect of this plan is to have a clear vision for the Gardens and the way it is to be used and implemented through staff with the necessary skills working in co-ordination with one another. Our vision is:

The management and conservation of the Borough Gardens so as to provide an attractive and enjoyable area of open greenspace and historic features of interest, that contribute to the recreational, leisure, educational and cultural needs of Dorchester's community and visitors.

In the 10 years of this plan everyone in Dorchester will have access to:

- A high quality traditional garden staffed by gardeners and park keepers in daylight hours, with features such as mature trees, ornamental planting, seating, toilets and a kiosk.
- Open, welcoming and well managed grass areas, with formal beds and borders and some protected wildlife habitats, which promote sustainability and support biodiversity.
- Well-kept and well-maintained, imaginative play, sporting (tennis and putting) and community facilities.
- Well organised events throughout the year.

4.1.1 The following key components show how this vision relates to critical aspects of the Gardens and its use:

- Horticultural and Built Heritage
- Quality Visitor Experience
- Standards of Maintenance and Management Care
- Health & Safety

- Accessibility
- Conservation
- Promoting Sustainability and Biodiversity
- Education & Interpretation □ Security & Opening Hours
- Community Participation & Volunteering
- Events
- Relationship to surrounding neighbourhood
- Relationship to other gardens
- Revenue Generation
- Publicity and Promotion

4.2 Horticultural and Built Heritage

Research undertaken for the project identified the historical significance of the Borough Gardens as an example of late 19th Century public Gardens designed by William Goldring. Assessment of historical plans and photographs were used to identify key elements of the original design and subsequent changes. Goldring's treatment of the shape and landform of the site relied on the interaction between planting, ground-modelling and views and still reads strongly in the Garden's character. The Gardens have been listed as Grade II in the English Heritage Register of Parks and Gardens of Special Historic Interest in England and are also designated as a Conservation Area. Additionally the clock tower and the bandstand are Grade II listed buildings.

Aim

To manage the restored and renewed late Victorian Gardens, so as to maintain, and where possible enhance, the horticultural and built heritage assets and the improved facilities.

Objectives

To exploit the Gardens' full potential as a site of significant historic interest.

To maintain all historic features of both hard and soft landscapes in accordance with historic character and to monitor their condition.

To maintain heritage buildings and monitor their uses.

To ensure that the integrity of the original layout with its curvilinear paths, contouring features and views are maintained and enhanced where possible.

To develop the new horticultural strategy.

To follow, as far as possible, the Planting Palette developed for the whole Gardens to ensure that future planting is consistent in terms of restoration, character and management objectives.

Borough Gardens Clock



4.3 Quality Visitor Experience

The restoration of the Borough Gardens House provides new facilities for use by community groups and organisations and the creation of a Kiosk, now a popular service, provides refreshment and toilet facilities for all public users of the Gardens. A new children's play area incorporated within the redesigned sensory garden and provides a modern facility for play. The suitability of the Gardens for informal activities and organised events has been greatly enhanced by the provision of the new lawn areas, additional seating, new borders and the opened up views across the Gardens. **Aim**

To provide high quality visitor facilities for users of the Gardens.

Objectives

To carry out upgrades of all building and facilities to a safe and secure standard to benefit visitor enjoyment.

To have well-maintained toilet facilities, good clean seating in the right place, and ensure litter is collected daily and bins are emptied at a frequency which avoids build up or spillage of litter.

To work with dog owners to encourage responsible dog ownership and good practice.

To work with users (walkers, cyclists, skateboarders, bowlers, tennis players etc), of all ages, to encourage good practice in the Gardens and sports facilities.

The Councillors are investigating alternative options for the bowling green area with a view to a final decision in Autumn 2015.

4.4 Standards of Maintenance and Management Care

Traditional gardens have a value beyond formal green space offering a range types of space and activities. Research has demonstrated that these spaces are most popular with the general public, as they are perceived as safe places and in addition parents tend to prefer the children's play spaces situated in them. The Borough Gardens are no exception. Users enjoy the grassed areas, the flowerbeds/landscaped areas, and key features such as the fountain.

Aim

To improve the management and maintenance standards within the Gardens.

Objectives

To maintain all hard and soft landscape elements in keeping with best practice. This includes annual inspections of play areas carried out by external contractors.

To ensure all trees of poor health and age are monitored for risk levels to visitor, with removal when needed, and to continue to undertake tree surveys to assess condition with a timetable to action inspections in priority order. Veteran trees will be managed in accordance with current best guidance. To ensure correct procedures are followed to control invasive weeds in all areas of the Gardens.

To follow the Performance Specification guidelines for all maintenance activities in the Gardens and ensure that there is a monitoring walk around the Gardens first thing each day.

To resolve and clearly define management structures and job roles and provide training and career development for staff.

To supervise all work carried out in the Gardens to ensure standards are maintained and to give gardening staff training in public liaison and first aid and security measures.

To enter the Green Flag Scheme by 2009. (Applied for and awarded in 2008/9/10/11/12/13/14), with the Green Heritage Site award also gained in 2010/11/12/13/14.

Borough Gardens Greenhouses



4.5 Health and Safety

Health and Safety (H&S) are important considerations in the management of the Gardens. Steps need to be taken to ensure that the structures and fabric of the Gardens are maintained in such a way that they pose no danger to Garden users. Any work carried out in the Gardens has to comply with the necessary and appropriate H&S regulations. Risk assessments are carried out on all work tasks. COSHH regulations are in place and all staff handling chemicals are trained and certificates are recorded. A chemical register is also used to record all uses of chemicals. Training records are kept by the Compliance Manager and all staff receive training in handling sharps, managing personal safety, disposal of dog faeces and litter, as a minimum.

Aim

To improve health and safety measures in the Gardens to ensure a safe and enjoyable visitor experience and a safe place of work.

Objectives

To carry out health and safety risk assessments of all buildings, seats, infrastructures and soft landscape areas.

To implement a system to record any risks or repairs needed to do in time that will be defined by urgency, and recorded when completed. Any temporary hazards such as damaged manhole covers or loose steps to be fully and clearly labelled and fenced off.

To carry out weekly playground checks to ensure safety and to maintain records of inspections.

To have procedures to deal with vandalism, including graffiti, as soon as possible. Carry out repairs and remove offensive graffiti immediately.

To ensure that fire hydrants are in place and regularly checked. Ensure that there is one qualified first aider on site and that person is known to be so.

4.6 Accessibility

The historic layout of the Gardens affords access-for-all to all areas and is therefore an important resource for addressing social inclusion within the town. The sloping nature of the site and in particular its relationship with West Walks means that it is not possible to provide ramped access at every entrance. The refurbished Borough Gardens House community facility has taken account of the requirements of the Disability Discrimination Act. The Council is fully committed to ensuring accessibility to all its facilities by all sectors of the community and has an Equal Opportunities Policy in place. The Gardens serve as an important through route to and from town.

Aim

To ensure equality of access to, and throughout, the Gardens at all times when it is open and that this is as free as possible, for all types of user, but through the clearly defined entrances.

Objectives

All the paths within the Gardens will be maintained in a sound condition, suitable for access by both the able bodied and disabled users.

To maintain entrances to the Gardens free of restriction for the disabled. All but one entrance has level access and there are few stepped obstacles that are not impassable by other routes.

To review any equality and access issues such as wheelchair access, use of handrails and lifts through the Council's procedures.

To encourage access of opportunity for all, in the Gardens, in any marketing/promotion in connection with the site.

To restrict the number of vehicles entering the Gardens, other than those needed for maintenance purposes or emergencies, and occasionally for use during setting up for events. It is not proposed to make parking available for the operator of the refreshment kiosk.

4.7 Conservation

Dorchester is an historic town and conservation is recognised as very important by all. The project is essentially a conservation-based scheme but conservation is not merely about preserving what has always been there.

Aim

The Council will ensure that through conservation we preserve the best elements of original design and ensure that any new developments are designed to a high standard and in a manner sympathetic to their setting.

Objectives

To make sure that any inevitable developments that may be necessary from time to time, in order to ensure that the facilities provided continue to be both appropriate and necessary, are handled sensitively and are sympathetic to the overall Gardens framework.

To ensure that planting proposals are consistent in terms of restoration, character and management objectives.

4.8 Promoting Sustainability and Biodiversity

Urban greenspace, such as the Borough Gardens, play an important part in conserving biodiversity in urban areas. Much of the planting strategy will contribute to increasing biodiversity in the Gardens, especially increasing the amount of flowering plants, retaining dense cover where it is necessary along boundaries (such as in Cornwall Road) for breeding birds, and extending the flowering period. **Aim**

To sustain and, where possible, augment the wildlife diversity as well as horticultural interest in the Gardens through selective planting and other measures to encourage a diversity of flora and fauna. Also, to explore new maintenance techniques using more environmentally sustainable methods of working.

Objectives

To have regard to wildlife especially in ecologically sensitive areas of the Garden.

To comply with biodiversity strategies to protect and conserve species of interest found in the Gardens.

To comply with relevant environmental legislation, recycling and composting policies.

To monitor and encourage the wildlife diversity found in the park with the help of local volunteers and the Dorset Wildlife Trust.

To introduce late season and early spring flowering plants to provide a suitable source of nectar for insects.

To maintain a watching brief on developments surrounding climate change and take responsive action as needed. Consider the use of appropriate drought tolerant planting.

From environmental and sustainability considerations, all green waste is recycled.

4.9 Education and Interpretation

The redesigned children's play area provide educational value in learning through play and the refurbished Gardens offer experiences in different aspects of natural and local history as well as horticulture as a basis for learning. The Council aspires to actively involve local schools in appropriate activities within the Gardens. Information display panels are used to inform visitors of the significance of the Gardens, its creators, and the social and historical context in which they were realised. The Council's staff, including the Head Gardener, are available to give talks to various groups, about the Gardens their contents and their history. **Aim**

To provide an integrated and accessible education and interpretation strategy to spread enjoyment and awareness of the history, horticulture, wildlife and Gardens management.

Objectives

To maintain all signage in the Gardens, including entrance signs, and interpretation boards.

To produce and install new interpretative panels at various locations within the Gardens to preserve and promote intellectual access and understanding of the Gardens.

To create links with local schools and colleges (eg Kingston Maurward College), to promote the use of the Gardens as an education tool in the areas of local history, wildlife and horticulture. We will explore the feasibility of developing a nature trail highlighting year round aspects of horticultural interest.

To produce an information leaflet for use by visitors to the Gardens.

To explore the feasibility of schools participating in the Eco-schools Scheme and other initiatives to interact with the Gardens.

4.10 Security and Opening Hours

The Gardens are open to the public on every day of the year (including Christmas Day) from 7.30am to dusk and this policy will continue. Occasionally they are open for special events after dark but this is very much the exception since most events take place during the summer months. Maintaining security within the Gardens is of great importance to the Council. **Aim**

To ensure a safe and secure Gardens for the users during the hours of opening. The Gardens are closed at dusk or 9.00pm whichever is earliest due to general safety reasons.

Objectives

To maintain the boundary railings in a sound state to provide a clearly defined boundary effective during the day and particularly at night.

To provide a consistent and visible staff presence in the Gardens.

To design out unsafe areas and manage the vegetation both to help maintain the security of the Gardens (maintain sightlines in sensitive areas) and to react rapidly to security issues (remove bottles, needles, as soon as they are found and to clear out areas used as dens for drinking etc.

To develop a close work relationship with the Community Support Police so as to tackle unsocial behaviour swiftly and encourage they patrol through the Gardens 2 times a day.

4.11 Community Participation and Volunteering

The Council is keen to maintain the close links that it has developed with the wider community in connection with the management, maintenance and development of the Borough Gardens. The provision of facilities such as community halls is important for the social needs of the local community. The restored and converted Borough Garden House has improved the provision of community resources within the immediate area of the Gardens. **Aim**

To fully involve the local community (groups and individuals) to gain local support for the management of the Gardens and engender a sense of enjoyment and ownership.

Objectives

To promote social inclusion so that more people in the local community/groups make a positive contribution to the Gardens (e.g. local birders – surveys; wild plants specialists; photographers; artists; adults with learning difficulties/disabilities – helping to run the kiosk with *Rethink*).

To engage with local voluntary groups/individuals and encourage volunteering and joint ventures within the Gardens – litter collection, planting, watering etc.

To survey the local community to gauge levels of support, issues, perception of safety, enjoyment and frequency of use.

To have regular contact and meetings with the Friends of the Borough Gardens (and also with other key users) to assess how their input can be increased, such as by fundraising and other volunteering activities.

To develop effective public consultation exercises, as the need arises, about issues of substance concerning the Gardens, elicit opinion, and to provide feedback on user concerns and information on the management, changes to the fabric etc.

4.12 Events

The Council encourages the use of the Gardens for public entertainment of all types (usually musical or theatrical) and also arranges its own programme of entertainment. This policy was first introduced in the mid-1990s and it has proved extremely popular and successful and will continue to be developed; numbers attending ranging from hundreds to around a thousand. (See example of an events program from 2012 in appendix O). There are, of course, resource and maintenance implications from the increased use of the Gardens for events. Additional work is required prior to events in terms of physical preparation, health and safety considerations, etc. and after events to remove litter, repair any damaged planting and carry out additional aeration to counter the ground compaction which inevitably arises from increased footfall. The extension of the electricity supply into areas of the Gardens and the restoration of the area of the northernmost tennis courts to lawn has increased their suitability and flexibility for an increased range of entertainment events. **Aim**

To continue to hold events in the Gardens with sensitivity to the historic and horticultural framework of the Gardens.

Objectives

To continue to develop a programme of events each year of local importance aimed at the varied community using the Gardens, which will be well organised and once over, events people and staff will leave the Gardens in a clean and sound state.

To ensure that through careful planning and co-ordination with the Gardens staff, we minimise the potential for damaging the infrastructure and the landscape of the Gardens.

To produce a brief guide for events people on how to use the Gardens on such occasions.

To explore the possibility for extending the range of events to include: those that explore/promote the history of the Gardens; those that explore the site itself, the borders, summer drama, bird life, moths...; more varied events for younger people.

To promote the events programme widely through the town at the start of the season.

Love Parks 2014



4.13 Relationship to the Surrounding Neighbourhood

When they were first laid out the Borough Gardens were more or less on the extreme western edge of Dorchester. They are situated immediately outside the Roman town wall, now known as West Walks. Since the Gardens were originally created there has been considerable development to the west and they are overlooked on their western side by a row of early 20th century town houses and on the north by more high quality housing from the late 19th and early 20th centuries. The southern boundary abuts Bowling Alley Walk with a housing association development on the opposite side of it. The area between the Gardens and the town boundary is now a major residential area, still within walking distance of the Town Centre, and many residents pass through the Gardens on their way to and from the Town. The Gardens therefore represent a pleasant green oasis within a fairly dense area of residential property.

Aim

To extend the usage of the Gardens by users and attract new users from the local vicinity and from the town as a whole.

Objectives

To increase leisure opportunities for the people in the surrounding area.

To have an events programme that is sensitive to the local residents, as far as possible, phasing the number and frequency of events.

To conduct an annual local residents survey into the value and the perception of the Gardens.

To encourage the use of the Gardens for well-being and exercise incentives such as the Green Gym idea, T'ai chi etc.

To encourage local schools to use the Gardens (see Education and Interpretation, above).

4.14 Relationship to other Gardens

There are no other formal gardens in Dorchester, although there are a number of other public open spaces. The most direct relationship that the Gardens have is with West Walks to the east and, to a lesser extent, with Bowling Alley Walk to the South. It is important that the Gardens and West Walks are regarded as a single entity in terms of impact on the landscape. Also, there are other formal Gardens within the County and in neighbouring Counties, and it is proposed that links between gardening staff, where they exist, are established to encourage resolutions to shared issues and learning from best practice at these sites. **Aim**

To manage the West Walks and the Gardens as an entity and increase the synergy with other gardens. **Objectives**

To ensure that all Gardens staff and other Council gardening staff are aware of the significant spatial relationship between the West Walks and the Gardens, when carrying out their day-today site maintenance tasks.

Ongoing management strategies to be mindful of the Gardens' role within Dorchester generally, and relationship with other green spaces in the vicinity, such as Maumbury Rings.

To encourage the Head Gardner to establish effective contact/network with other Head Gardeners/Park Managers elsewhere in the County and also in neighbouring Counties.

4.15 Revenue generation

Given the nature of the Gardens there are limited opportunities for revenue generation. As a matter of policy the Council encourages local charities and community organisations to use the Gardens for fund raising events and does not charge them for doing so. There is an income to the Council from the formal sports facilities provided in and adjacent to the Gardens (putting and tennis) and this helps, albeit in a small way, to offset some of the maintenance costs. The creation of the refreshment kiosk has enabled a franchise to be granted, however no income is received from this source as it is operated by the charity Rethink. The only ring-fenced income comes from the hanging baskets, sale of surplus bedding plants, and the rental income from the flat situated within the Borough Gardens House, from the use of the community room on the ground floor, and tennis money.

Aim

To ensure that the income from the Borough Gardens House, tennis and the hanging baskets, surplus bedding plant sales, is ring-fenced to offset some of the maintenance costs of the Gardens. **Objective**

To explore ways of diversifying sources of income from the use of the Gardens and its facilities.

4.16 Publicity and Promotion

The Council aspires to raise the profile of the Borough Gardens. One way of doing this is by enhancing and publicising the cultural activities taking place in the Gardens; there are other methods and these are highlighted below.

Aim

To produce a plan to raise the profile of the Borough Gardens, in the first instance locally, and thereafter regionally.

Objectives

To work with the local media (produce press releases), especially radio and local press, to develop newsworthy, local interest stories about the Gardens at different times of the year.

To actively promote the Gardens through the Town Council website, and update the events listings.

To work in partnership with the Friends of the Borough Gardens to promote the site through the local media.

To market and promote the tennis courts and the Gardens through local community websites (Facebook) and publications.

To produce a Gardens leaflet for distribution locally in and around Dorchester.

To continue with the 'Walk & Talk' initiative activated by the Head Gardener and encourage the Town Crier to incorporate the Gardens in his Town Walks.

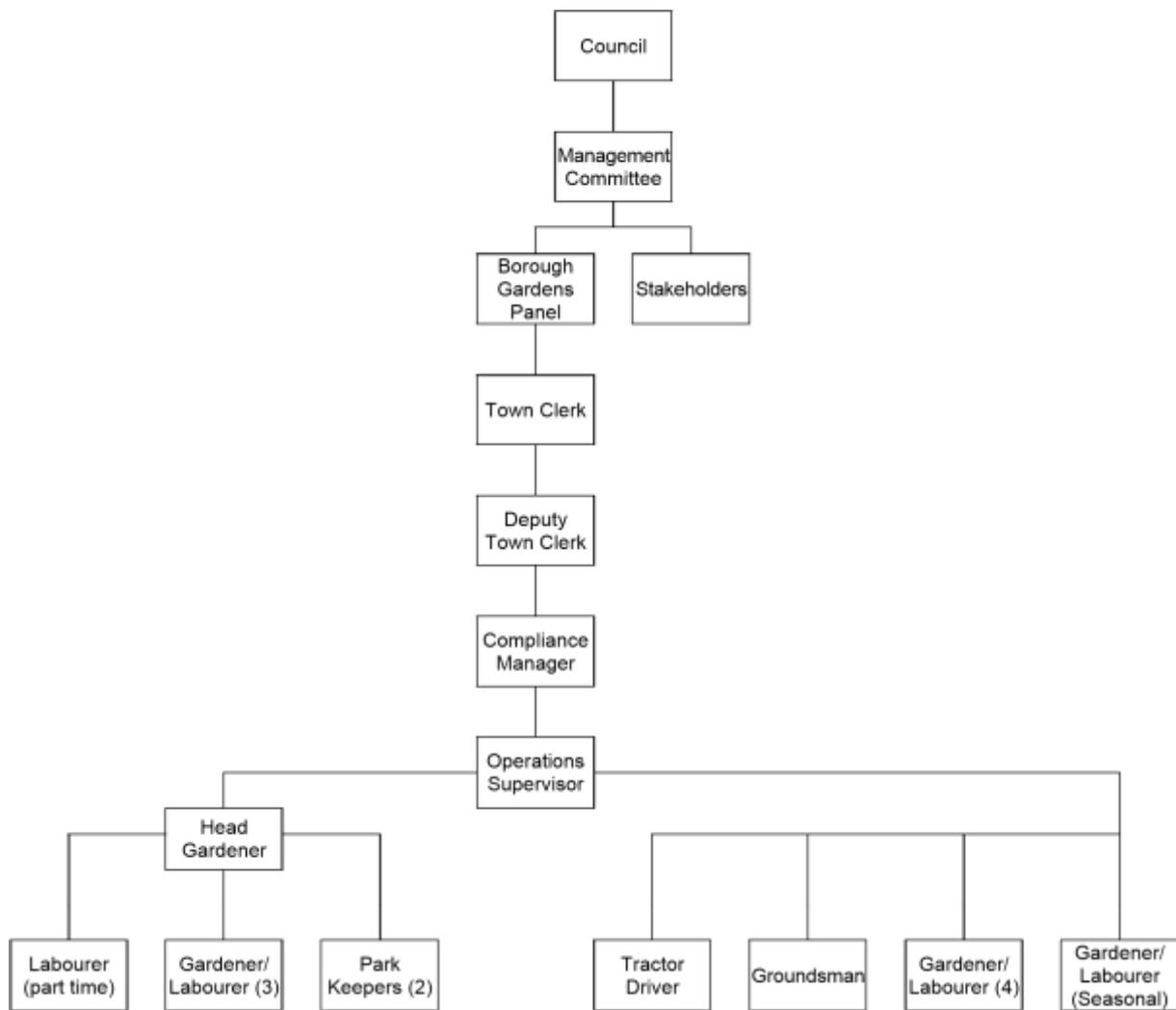
5 Proposed Management

5.1 Management Structure

Those staff based, and primarily working at the Borough Gardens are the Operations Supervisor (part time) Head Gardener, Gardener/Labourer (x3), apprentices x 2, Park Keepers and the Labourer.

All Town Council outdoor services staff are responsible to the Compliance Officer, who will on occasion be required to move staff from both outside areas and from within the gardens to cover peaks and troughs at peak times, or to replace staff during absences for sickness or leave. They may also be called upon for any specific construction or maintenance tasks.

An organogram showing the Management Structure for the Borough Gardens is laid out below.



5.2 Annual Management Programme Targets

Key Component Horticultural and Built Heritage Conservation Aim To manage the restored late Victorian Gardens so as to maintain and where possible enhance the horticultural and built heritage assets and the improved facilities.		
Year	Targets	Responsibility
1	All project teething problems (hard and soft landscapes) to be resolved. Completed 2008	CM/HG/GL
1	Produce five year phased shrub regeneration and structural pruning programme, and implement. Completed 2009	OS/HG/CM
1	Develop a horticultural strategy and implement.	CM/OS/HG/GL
1	Remove sections of old path from edge of new path. Completed 2008	OC
1	Create new butterfly border in bed south of fountain/ below West Walks and north of fountain, same bed. Completed 2008/9	CM/OS/HG/GL
1	Open up view line – below main gate to fountain. Completed 2008	CM/OS/HG/GL
1-10	Naturalise other plants into grass where there is shade cover eg Snowdrops, Scilla, Wood Anemone. Extend Mediterranean style planting (scented and herbs) as appropriate in sunny areas. Completed 2012	CM/OS/HG/GL
1-10	Plant up heraldic shields and maintain. Ongoing	OS/GL
1-10	Diversify colour scheme of shrubs/herbaceous perennials borders, drawing on sp. relevant to Goldring's design interests. Ongoing 2014	CM/OS/HG/GL
1-10	Re-establish the natural stepping of planting from footpath (0cm) to groundcover understorey (0.75cm) to shrub layer (1-3m) to tree canopy (3m+). Ongoing 2011/12/13	CM/OS/HG/GL
1-10	Monitor & report annually on condition of bandstand and Clock tower. Ongoing	CM
1-10	Inspect the facility buildings twice per year and report. Ongoing	CM
1-10	Incorporate vegetable schemes in beds annually – minimum 1 bed per year. Ongoing	OS/HG/GL/CM
1-10	Weekly fountain maintenance by outside contractors. Annual contract. Ongoing	CM/HG/OS
2	Remove sections of old path from edge of new path. Completed 2008	OC
2	Reinstate shrubbery and herbaceous perennials around the Dell area. Completed 2008	CM/OS/HG/GL
2	Open up view line from Obelisk to Fountain. Completed 2008	CM/OS/HG/GL
2	Repaint Clock tower and Bandstand. Completed 2008	CM/OC
3	Reinstate shrubbery and herbaceous perennials, eastern boundary/West Walks behind Fountain. Completed 2008	CM/OS/HG/GL
3	Have completed herbaceous and understorey planting, by tennis courts and main entrance at Cornwall Rd, to avoid 'solid green wall' feel to these areas. Completed 2008/9	CM/OS/HG/GL
4	Open up view line from fountain steps to Bandstand. Completed 2008	CM/OS/HG/GL
4	Promote tree planting policy on donated trees and rationalise trees planted in lawns. Completed	OS/CM/HG
5	Review five year shrub regeneration and structural pruning programme, revise as necessary. ongoing	HG/CM/OS
5	Review planting palette programme. Ongoing 2014	CM/OS/HG
5	Exterior and interior painting of facility building to have been started & completed. Inside completed 2010	CM/OC
7	Repaint Clock tower and Bandstand.	CM/OC
7	Review and revise tree planting/management strategy/policy.	CM/HG/OS
10	Exterior and interior painting of facility buildings.	CM/OC
10	Review five year shrub regeneration and structural pruning programme, and revise as necessary.	CM/OS/HG

Key Component Quality Visitor Experience Aim To provide high quality visitor facilities for users of the Gardens.		
Year	Targets	Responsibility
1	Improve internal pavilion facilities for users. Completed 2009	DTC/OS
1	Review the toilet facilities cleaning operations. Completed 2008	CM/HG/OS
1	Small welcome sign to be erected at the main gate. Completed 2008	CM/DTC/OS/GL/HG

1-10	Daily removal of litter from bins and that dropped on high profile areas by 09.30 and by 10.30 after weekend evening events. Ongoing	L/GL/OS/PK/HG
1-10	Ensure that there is a minimum of: 17 functioning seats in the main Gardens area; 8 in the children's play area, and; 14 in the Bowling Green Area. Fix and replace benches within one week. Ongoing	CM/DTCOS
1-10	Meet the performance specification targets for the management of the lawn areas, tennis courts and putting green. Ongoing	CM/OS/GL/HG
1-10	Under five complaints per month per year related to dog faeces and associated dog issues. Ongoing	OS/L/HG/GL/PK
1-10	Daily inspection of the toilet facilities and cleaning. Repairs and/or replacements within 24 hours ongo	OS/L/DTCOS
1-10	Under five complaints per month from users re unreasonable activities eg ball games, loud music etc	OS/PK/GL/HG
1-10	Maintenance of the kiosk and surrounding area to be kept in a clean and hygienic state at all times.	OS/GL/Rethink
1-10	Under 12 instances of having to call the police to control users' activities per year.	PK/GL/OS/HG
2	Have worked with the Friends of Borough Gardens to create volunteer team for Gardens.	CM/OS/HG
2	Re-introduce the Pitch and Putt to the Gardens. Opened 2009	DTC
2	Install three new benches – Victorian style. Completed 2008	CM/DTCOS
2-10	Begin to edge lawn/tarmac interface of curvilinear paths, with edging, to re-enforce character and form of original design; from centre of Gardens outwards. Ongoing 2014	CM/OS/GL
2-7	Replace old plastic bins with new wooden style – one per year. Completed 2008	CM/DTCOS
5	Review use and type of play equipment in the children's play area.	DTC/CM
7-8	Paint tennis courts and relay.	CM/OC
10	Review use and type of play equipment in the play area.	DTC/CM

Key Component		
Standards of Management and Maintenance Care		
Aim		
To improve the management and maintenance standards within the Gardens.		
Year	Targets	Responsibility
1	Revamp greenhouses. Completed 2008	CM/OS/OC
1	Define management roles and activities, and provide ongoing skills/career development training for all staff. Ongoing	CM
1-10	Follow Performance Specification Guidelines for each maintenance task to standard expected.	HG/CM/OS
1-10	Report on weekly visual inspections of play area and equipment. Annual inspection by external contractor. Ensure a minimum of seven different play activities. Ongoing	OS/HG/OC
1-10	Annual inspection of paths and repair damage to areas under heaviest use, within one week. Ongoing	CM/HG/OS
1-10	Daily walk round, first thing, to monitor Gardens and check on any urgent maintenance issues. Ongoing	OS/HG
1-10	Twice year monitoring (leaf-on/leaf-off) of trees for damage. Liaison with West Dorset District Council if remedial works needed. Ongoing	CM/OS
1-10	Remove any listed invasive plants (eg Giant Hogweed) in all areas of the Gardens within three days of having been sighted. Ongoing	OS/GL
1-10	Remove any offensive graffiti immediately after having been found. Ongoing	OS/GL
1-10	Full annual inspection of boundary railings. Ongoing	CM
2	Enter Green Flag Award by 2009. Awarded 2008/9/10/11/12/13/14	CM/OS/HG
5	Repaint railings and gates. 2013	OC
5	Review Performance Specification Guidelines and revise as necessary. Ongoing 2014	CM
5	Re-enter the Green Flag Award. Completed	DTC
8	Re-submit new application to Green Flag Award.	DTC
10	Repaint the boundary railings and gates.	CM/OC

Key Component		
Health and Safety		
Aim		
To improve health and safety measures in the Gardens, to ensure a safe and enjoyable visitor experience and a safer face of work.		
Year	Targets	Responsibility
1	Have installed a recording system of risks and repairs needed doing in time, defined by urgency. Completed 2009	CM

1-10	Annually review and revise all risk assessments for work activities, buildings, seats, infrastructure and soft landscape and implement. Ongoing yearly reviews	CM
1-10	Less than five serious accidents (per year) to have taken place in gardens to staff and/or users. All serious accidents to have been investigated within 24 hours.	All Staff
1-10	All work carried out in Gardens must comply with the necessary and appropriate health and safety regulations. Ongoing	All Staff
1-10	All staff aware of safety measures to react promptly and appropriately in the case of an accident/emergency, affecting other staff or users. Ongoing	CM
1-10	One trained First Aider or appointed First Aider in the Gardens at all times. Completed	CM
1-10	All temporary hazards to have been fenced off (and warning signs used when appropriate) immediately after having been identified. Repairs carried out within 48hrs. ongoing	OS/HG/GL
3	Evaluate condition of the greenhouses. Ongoing	OS/CM/HG

Key Component		
Accessibility		
Aim		
To ensure equality of access to and throughout the public areas of the Gardens at all times when it is open and that access is as free as possible for all types of users, but through clearly defined entrances.		
Year	Targets	Responsibility
1	Erect a new railing along one side of the steps at boundary with West Walks, to aid elderly and the less able-bodied. Completed 2007	CM/OC
1	Investigate feasibility of installing a swing in the play area for use by less able-bodied children. Completed 2008	DTC/CM
1-10	A minimum of five entrances with unrestricted access at all times. Ongoing	CM/OS/HG
1-10	No restricted access along paths without an alternative suitable route being provided for able bodied and disabled users. Ongoing	OS/GL
1-10	Zero tolerance on car-parking on site other than for maintenance purposes, emergencies or delivery (work or events). Ongoing	CM/OS/HG
1-10	Maintain all paths to Performance Specification Guidelines standards to ensure sound condition for all users. Ongoing	OS/GL
2	Work with Friends of Borough Gardens to conduct an audit of users of the Gardens and produce results examining access of opportunity for all. Ongoing	DTC
2	Review of all equality and access issues in the Gardens. Completed, (new access to disabled toilets)	CM

Key Component		
Conservation		
Aim		
The Council will ensure that through conservation we preserve the best elements of original design and ensure that any new developments are designed to a high standard and in a manner sympathetic to their setting.		
Year	Targets	Responsibility
1-10	Obtain plant lists from Veitch and the Son Royal Exotic Nurseries of Chelsea and historic plant lists (consult records); suppliers of plants to the Gardens, so as to match character of design where possible.	OS/HG
1-10	No developments (eg to improve facilities) to take place within the Gardens without appropriate consultation and assessment. Ongoing	Council
1-10	Annual photographic records to be taken, from fixed points, for conservation and historical purposes.	CM/OS/HG

Key Component		
Promoting Sustainability and Biodiversity		
Aim		
To sustain and where possible augment the wildlife diversity as well as the horticultural interest in the Gardens through selective planting and other measures to encourage a diversity of fauna and flora. Also, to explore new maintenance techniques using more environmentally sustainable methods of working.		
Year	Targets	Responsibility
1	No lights to be left on in work buildings or toilets at night – Gardens are closed at dusk. Ongoing	PK

1-5	With support from Dorset Wildlife Trust (DWT), local experts and Friends of Borough Gardens carry out an assessment of the wildlife found in the Gardens and produce a report.	CM/OSHG/DWT
1-2	Introduce late season and early spring flowering (nectar) plants/shrubs to west facing border, south of the fountain. Ongoing	OS/CM/GL
1-5	Work with local experts and DWT to assess the breeding/visiting bird and Lepidoptera populations within the Gardens.	OS/CM/HG/DWT
1-3	Install recycling bins at Kiosk and at one other key point within the Gardens for users. Completed	CM/OS/HG
1-5	Explore the feasibility for wildlife habitat creation at various points in the Gardens and implement action plan eg wood piles (away from areas of heavy Armillaria infection; ground cover ivy for nectar).	CM/OS/HG
1-10	Retain 50% of dense area cover along boundaries (eg Cornwall Rd.) for nesting birds, when restoring hedged areas. Ongoing	CM/OS/GL
1-10	Twice yearly (winter/summer) inspection of bat hibernacula in gardeners' hut roof. Examine trees listed in Bat Survey Report (2005) each summer to confirm or otherwise bat usage.	OS/OC/HG
1-10	Use of own recycled leaf waste and compost at all times working with Eco-Compost. Ongoing	CM
1-10	Recycle all staff generated glass and card waste.	All Staff
3-10	Use the wildlife assessment as a base-line to increase biodiversity without compromising horticultural integrity and user safety.	OS/CM/HG/GL
4	Erect bird and bat boxes to encourage nesting/roosts. Ongoing	OS/CM/GL
5	Investigate feasibility for limited composting on site, separate from the public areas of the Gardens.	OS/CM/HG
5	Have stopped purchasing trays/pots for propagation and potting; recycle existing trays/pots and only buy to replace broken ones or those needed temporarily for specimen plants. Completed	CM

Key Component		
Education and Interpretation		
Aim		
To provide an integrated and accessible education and interpretation strategy to spread enjoyment and awareness of the history, horticulture, wildlife and Gardens management.		
Year	Targets	Responsibility
1	Install four or possibly five interpretative signs at three of the entrances and in the play area – explaining the history, character and local distinctiveness of the Gardens. Completed 2007	OS/CM/HG/DTC
1-10	Establish links with Kingston Maurward College and create one student placement position for horticultural students. One KMC placement starting April 2013.	OS/CM/HG
1-10	All signage, including interpretation boards, entrance signs and notice boards to be inspected daily as part of the walk-round, and cleaned same day if dirty. Ongoing	OS/GL
1-10	Two 'walk and talk' events (winter and summer) for the general public per year. Ongoing	OS/HG
2	Paint or replace the wooden notice boards. Replacement/relocation due in 2015	OS/GL
2-10	Explore feasibility of establishing a nature trail for Infants and KS1 and possibly 2. Work with local schools and interested volunteers in developing trail.	CM/OS/HG
2-10	Production of an education strategy.	CM/OS/HG
3-10	Implement nature trail idea if feasible.	CM/OS/HG
3-10	Produce a definitive leaflet on the Gardens of interest to adults visiting and local users; work with Friends of Borough Gardens (FoBG) and the Dorchester Gardens Trust (DGT).	CM/OS/FoBG/DGT
4-10	Establish link with those local schools, initially working with those participating in the Eco-schools Scheme, and start a twinning arrangement – investigate learning about propagation, using some their composting material, planting in selected areas of the Gardens.	CM/OS/HG
6-10	Have two student placements. Ongoing 2014 apprentice starts April	CM/HG/OS

Key Component		
Security and Opening Hours		
Aim		
To ensure a safe and secure Gardens for the users during the hours of opening. The Gardens are closed at dusk for general safety reasons.		
Year	Targets	Responsibility
1-10	Gardens to be opened and closed every day, 7.30-dusk (closing time will vary during the year; approximate time highlighted on main notice board), unless there are major landscaping works taking place inside the Gardens. Ongoing	L/PK
1-10	Check railings monthly(walk the outside boundary) Ongoing	GL
1-10	Bottles, needles, glass, cans etc to be removed as soon as spotted. Ongoing	OS/GL/HG
1-10	All staff to be aware of procedures for tackling unsocial behaviour. Staff training with local police 2011	All Staff

1-10	Work closely with Community Support Police and encourage patrolling of the Gardens twice a day, especially at peak times. Ongoing	CM/OS/PK/HG
1-10	All buildings to be locked at night (including greenhouses) and alarmed as appropriate. Ongoing	PK
2	Plant Pyracantha (or similar) around possible entry point (eastern boundary adjacent to West Walks).	OS/GL
5	All unsafe areas to be designed out by year 5. Completed	OS/GL/HG

Key Component**Community Participation and Volunteering**

Aim
To fully involve and work with the local community (groups and individuals) to gain local support for the management of the Gardens and engender a greater sense of ownership and enjoyment of the site.

Year	Targets	Responsibility
1-10	Promote the community facility building and increase bookings by voluntary groups Ongoing 2014	CM/HG/OS
1	Purchase picture hanging boards for community facility building, for exhibitions. Completed 2008	CM
1-10	Encourage Friends of the Borough Gardens (FoBG) participation in annual audits (eg levels of satisfaction audits). Ongoing	CM/OS/HG
1-10	Hold one annual meeting with FoBG and discuss issues of concern and volunteering activities. Ongoing, DTC representative attends the FoBG annual meeting.	OS/HG/CM
2	Encourage local artists'/photographers' groups to use Gardens as a source of inspiration for their work and organise an exhibition of their work in the community facility. Completed 2008	OS/CM/HG
3-10	Create volunteering opportunities within the Gardens – talk to the Friends of the Borough Gardens, the local Volunteer Centre and the Dorset Gardens Trust. two volunteers weekly on a Thursday	HG/OS/CM

Key Component**Events**

Aim
To continue to hold events in the Gardens with sensitivity to the historic and horticultural framework of the site.

Year	Targets	Responsibility
1-5	Increase the number of events taking place at the Gardens from a minimum of 15 to 18 per year. completed	TC/HG/OS/CM
1-10	The litter from evening events will be cleared by 9.30 the following day. Day and afternoon events litter will be cleared immediately after the event has finished. Ongoing	PK/GL/OS/HG
1-10	Promote the events via the Dorchester News, Facebook, and distribute at key tourist points, Gardens notice boards and banners. Advertise via the local media. Ongoing	HG/DTC/OS
1-10	A member of staff will always be in attendance during an event to oversee, among other things, vehicular movement. Park keepers in attendance at all events	CM
1-10	Repair any damage done by event organisers within 48hrs or sooner if it is a health and safety issue.	OS/GL
2	Obtain new temporary seating (deck chairs) for open air events. Scrapped in 2013	CM
2	Have the 'pop-up' electrical points fully commissioned and ready to use by the events organisers. Completed 2008	CM
2-10	Investigate feasibility of guest speakers for a programme of talks.	OS/CM/HG
6-10	Increase the number of events taking place in the Gardens from a minimum of 18 – 20 per year. completed	TC/HG/OS/CM

Key Component**Relationship to the Surrounding Neighbourhood**

Aim
To extend the usage of the Gardens by users and attract new users from the local vicinity and from the town as a whole.

Year	Targets	Responsibility
2-10	Conduct a local residents' survey into the sorts of organised activities they would like to see in the Gardens and any issues they would like to raise. Ongoing yearly survey completed	FoBG
2-10	Explore the feasibility of organising a 'neighbours' evening', in winter, in the community facility.	OS/HG/CM
3-10	Investigate the feasibility of using the Gardens for well-being and exercises (eg T'ai chi) for local residents. Weekly fitness group use the gardens 2014	CM/HG/OS

Key Component		
Relationship to the other Gardens		
Aim		
To manage the West Walks and the Gardens as an entity and increase the synergy with other gardens.		
Year	Targets	Responsibility
1-10	Once a week check the eastern boundary and collect litter found along West Walks and Bowling Alley Walk – near the Gardens railings. Ongoing labourer's rota	OS/GL

Key Component		
Revenue Generation		
Aim		
To ensure that the income from the Borough Gardens House, tennis/bowls and the hanging baskets is ring-fenced to offset some of the maintenance costs of the Gardens.		
Year	Targets	Responsibility
1-10	To review the operation of the tennis season tickets to ensure competitiveness -annually ongoing	DTC
1-10	Community Room - to significantly increase its use and therefore income to the gardens – by annual mail shots, to local clubs, organisations etc. Ongoing	DTC
1-10	The Council's Management Committee to review all charges annually. Ongoing	DTC
1-10	To ensure that the flat is rented out at all times. Ongoing tenant in flat	DTC
1-10	To explore any new opportunities for increasing income – annual meeting. Ongoing	DTC CM and HG/OS
1-10	Increase income by 3% each year Ongoing	All Staff

Key Component		
Publicity and Promotion		
Aim		
To produce a plan to raise the profile of the Borough Gardens, in the first instance locally, and thereafter regionally.		
Year	Targets	Responsibility
1-10	Produce material for Press releases – at least one each season. Ongoing quarterly news letter	CM/HG/OS
1-10	Encourage FoBG and Dorset Gardens Trust to produce one or two PRs about their activities in the Gardens. FoBG produce a biannual newsletter plus several specific booklets.	CM/OS/HG
1-10	Work with local community groups and local volunteer networks to promote the Gardens.	CM/OS/HG
2	Produce a promotion plan for the Gardens.	CM/OS/HG
2-10	Create a section on the website about the Borough Gardens and update it quarterly or more regularly depending on news and events. Ongoing	OS/CM/HG

Note on abbreviations

- | | | | |
|-----|----------------------|-------|---------------------|
| TC | Town Clerk | L | Labourer P/T |
| DTC | Deputy Town Clerk | PK | Park Keepers |
| CM | Compliance Officer | OC | Outside contractors |
| OS | Operation Supervisor | DTCOS | DTC Outside Staff |
| HG | Head Gardener | | |
| GL | Garden Labourer | | |

5.3 Buildings Management strategies

5.3.1 BGH Community facilities

Set hire rates depending upon whether it is a regular/occasional user and whether they are charity/commercial organisation (Magistrates Room, within the Corn Exchange used as a model)

Bookings and invoicing are administered from the Town Council Offices, 19 North Square, and Dorchester DT1 1JF.

A weekly booking form is issued to the gardens staff and park keepers, which details time/date etc. of all bookings.

Cleaning is carried out in house by a part time cleaner on a weekly basis or more when use is high.

Annual maintenance contracts are in place for lift maintenance, window cleaning and safety inspections.

5.3.2 BGH Flat

The Borough Gardens flat is let to a member of the councils staff, the tenancy agreement was drawn up following advice from Magna Housing Association.

The lease gives the tenant the right to security of tenure as an assured tenant of the property as long as the person remains in the employment of the council and as long as supervisory and care taking duties in connection with the operation and management of the Borough Gardens, as specified, are carried out.

The income received from the letting of the flat is ring fenced for use only within the Borough Gardens.

5.3.3 Kiosk Franchise

The refreshment kiosk is operated as a community training enterprise by the consortium of charities headed by Rethink. It provides training opportunities for both mentally and physically disadvantaged people, leading in appropriate instances to the award of National Vocational Qualifications.

This method of operation helps to secure a level of service which would be unlikely to be possible if the Kiosk operated on a purely commercial basis to the benefit of users of the Gardens, gives the service users 'real life' experience, increasing their chances of obtaining gainful employment after their training period and raises the profile of the charities involved in the operation.

In view of the nature of the operation the Council has decided not to charge a franchise fee for the kiosk and bears the premises costs associated with the operation (which are only a small element of the costs involved in operating the building in its entirety).

5.3.4 Cleaning

The public toilets are cleaned on a daily basis by a garden labourer and by the Head Gardener, Operations Supervisor and Gardener/Labourer at the weekends. The cleaning of the kiosk is the responsibility of the occupants, the charity Rethink. The Gardeners Facility Building is cleaned weekly as part of the weekend duties of the Head Gardener, Operations Supervisor and Gardener/Labourer. The Borough Gardens House Community Facilities are cleaned once a week, and additional cleaning is provided as required dependant on frequency of hire; they are cleaned by a part time cleaner.

5.4 Horticultural Strategy

The horticultural strategy developed for the refurbished Gardens (available as a separate document) sets out the context to the planting and the aims and objectives for the future management of the soft landscapes. The Compliance Manager, Operations Supervisor and the Head Gardener will ensure that the management and maintenance of the Gardens takes account of the horticultural strategy. The strategy will be reviewed and revised as necessary over the 10 year period of this plan.

One of the many flower beds



5.5 Conservation

The Council takes the approach that conservation should preserve the best elements of original design and ensure that any new developments are designed to a high standard and in a manner sympathetic to their setting.

5.6 Environmental/Sustainability Policy

The Council ensures that its activities are undertaken consistent with the principles of sustainable development and in the least damaging way to the environment by ensuring, wherever possible, that full advantage is taken of recycling facilities and recycled products. It also aspires to use energy as efficiently as possible and that any chemicals or pesticides used are environmentally friendly (Performance & Policy Plan 2007).

Shredding of arisings and leaf waste are to be used or recycled where possible. All green waste is currently taken to ECO waste in Weymouth. Glass/Metal/Cardboard waste generated by staff is recycled (not public litter). Plastic/Metal/Cardboard waste generated by Kiosk staff is to be recycled. Public recycling bins at the Kiosk for cans/plastics etc.

5.7 Events Programme

The Town Clerk will be responsible for the organisation and management of events held in the gardens, an annual programme of events is published including: - Community Picnic, Love Parks Week, and various musical events. These events are free to all and are well attended. Various other organisations also hold events within the gardens, these include: - The Arts Centre, Friends of the Borough Gardens, Armed forces committee, One World Festival, and other charity organisations. These events are also open to all.

5.8 Marketing Plans

Marketing plans for each of these resources are currently being developed.

- Community Facilities

- Tennis is now operated by a fob system with on line booking of the courts from 2013.

5.9 Staff

5.9.1 Staff recruitment & selection plan/strategy

A Head Gardener has been appointed and was in post in March 2007 at the end of the External Works contract. The position will be funded for a minimum of 10 years (as agreed with HLF). The maintenance schedule in Section 6 indicates the need for up to 4 people – to be taken from existing staff numbers.

5.9.2 Staff training and continuous personal development

The Council is fully committed to training and sets aside an annual budget allocation for this purpose. It is currently undertaking a review of its arrangements for performance management and continuous personal development which will provide a ready means through which training needs can be identified at an early stage.

Training records are kept on all staff by the Compliance Manager and all staff receives the following training as a minimum requirement:

- Sharps;
- Managing personal safety;
- Disposal of litter and dog faeces; □ Use of ladders/steps.
- Induction training
- Safe Use of Mowers (external)

COSHH regulations are in place and all staff handling chemicals are appropriately trained and certificates are recorded. A chemical register is also used to record all uses of chemicals.

The current Head Gardener has trained in Media/Promotion, Volunteer capacity – building and Community Working. The existing Operations Supervisor is trained in First Aid, Tree Inspection, Greenhouse operations and production, and qualified to apply Herbicides. Additional training requirements to deliver the plan will include: - Working with Climate Change, Managing Historic Gardens, Sustainable Planting, Soil and Turf Management, Plant Propagation, and Income generation within the public sector (see training line within the financial plan, page 41).

5.10 Health, Safety & Security Statement

Risk assessments are carried out on all work tasks, copies of which can be found in all vehicles and at each manned depots.

COSHH (chemical) folders detailing all products used are kept both within the gardeners' facility building, the community facility building, and the cleaning cupboard for the public toilets.

Safe working practice sheets for all mechanical equipment used (mowers, blowers etc.) are available to all staff and are held in the gardeners facility building.

First Aid facilities are held in the gardeners' facility building, the store cupboard next to the public toilets, and within the community facility building.

The Operations Supervisor is a First Aider, and both Park Keepers are trained to basic First Aid at work. These staff also hold mobile phones to call for assistance should they require it.

5.11 Complaints Procedure

The Council has adopted a complaints procedure a copy of which can be found at Appendix O.

Not a lot of gardening carried out today!



6 Proposed Maintenance

6.1 Maintenance Tasks

General Tasks	Frequency	Annual Hours	Responsibility	Equipment
Open/close park	Daily	365 hours	Labourer or Park Keeper	
Park Keeper duties	Daily	1825 hours	Park Keeper	
Park Keeping weekend duties (Open Park etc. before Park Keeper starts work)	Once per week	364 Hours	Staff On Rota	
Collecting casual tennis fees	Daily	104 hours	All staff and Park Keepers	
Event preparation and clearing after	As required	90 hours	All staff and Park Keepers	
Litter bin emptying and litter collection	Daily	912 hours	Labourer	
Cleaning public toilets x two buildings	Daily	638 hours	Labourer	
Fountain clean out etc.	Weekly	78 hours	Gardener or labourer	Fishing net
Seat maintenance - Power washing	Once per year	15 hours	Gardener or labourer	
Seat maintenance - Re-oiling seats	Once per year	15 hours	Gardener or labourer	
Inspection of railings	Twice per year	2 hours	Compliance Manager	
Repaint railings	Once every 5 years	400 hours (5 yearly)	Gardener/labourer	

Tennis Court	Frequency	Annual Hours	Responsibility	Equipment
Moss killing tennis courts and other hard surfaces	Twice per year	10 hours	Qualified NPTC spray licence holder	

Power wash tennis court	Once per year	16 hours	Staff trained to perform the task	
Tennis court sweeping	Weekly from January to August Daily from Sept-Dec	168 hours	Staff trained to perform the task	

Lawn areas (old putting green)	Frequency	Annual Hours	Responsibility	Equipment
Mowing	November to March 10 cuts April to October 84 cuts	94 hours	Staff trained to perform the task	Lloyds paladin cylinder mower
Edging	November to March 5 cuts April to October 14 cuts	38 hours	Staff trained to perform the task	Long handle shears
Strim boundary	November to March 1 cut April to October 7 cuts	10 hours	Staff trained to perform the task	Honda strimmer
Watering (weather dependant)	May to September (Max 40 times)	40 hours	Staff trained to perform the task	
Fertilising	October to March Twice April to September 3 times	7.5 hours	Staff trained to perform the task	Fertiliser push spreader
Disused Bowling Green	Frequency	Annual Hours	Responsibility	Equipment
Rotary mowing grass	weekly	72	Staff trained to perform the task	Rotary mower

Moss killing	Once per year	3 hours	Qualified NPTC spray licence holder	Walkover sprayer
Weed or fungicide treat	5 applications during autumn or spring	15 hours	Qualified NPTC spray licence holder	Walkover sprayer
Spiking/slitting grass	All year round (weather dependant)	58 hours	Staff trained to perform the task	Sisis Spiker, slitter, rotorake
General repairs	All year	15 hours	Staff trained to perform the task	

Greenhouse	Frequency	Annual Hours	Responsibility	Equipment
Seed sowing	November and April	16 hours	Staff trained to perform the task	
Pricking out	All year	148 hours	Staff trained to perform the task	
Potting on	All year	37 hours	Staff trained to perform the task	
Watering greenhouse and cold frames	Daily	218 hours	Staff trained to perform the task	
Clean greenhouse	Annually	37 hours	Staff trained to perform the task	
Paint shading	Annually	16 hours	Staff trained to perform the task	
Boundary Shrub beds	Frequency	Annual Hours	Responsibility	Equipment
Edge back turf	Once per year October to March	11 hours	Staff trained to perform the task	
Long arm shear edges	6 cuts per year April to October	36 hours	Staff trained to perform the task	
Prune shrubs	Once per year between October and June	80 hours	Staff trained to perform the task	

Summer prune	Once between May and August	20 hours	Staff trained to perform the task	
Hoe & remove weeds	Once per year November to February	40 hours	Staff trained to perform the task	
Leaf and dead wood clear	Once during November/Dec	80 hours	Staff trained to perform the task	Tractor and trailer; blower
Summer hoeing	Once per month March-October	60 hours	Staff trained to perform the task	

Island Shrub beds	Frequency	Annual Hours	Responsibility	Equipment
Edging turf back	Once per year Nov - March	5 hours	Staff trained to perform the task	
Remove weeds from barked beds	Once per year Nov - March	30 hours	Staff trained to perform the task	
Remove weeds from barked beds	Twice per year May - Sept	60 hours	Staff trained to perform the task	
Rake bark level	4 times per year	8 hours	Staff trained to perform the task	
Prune to shape shrubs	Twice per year (Winter and after flowering)	12 hours	Staff trained to perform the task	
Top up bark cover	Once per year (Winter)	12 hours	Staff trained to perform the task	
Long handle shear edges	Six cuts during April to October	10 hours	Staff trained to perform the task	
Grass & Paths	Frequency	Annual Hours	Responsibility	Equipment
Grass mowing Lawns (not putting green)	4 cuts from November - March 24 cuts from April - October	420 hours	Staff trained to perform the task	Ride on mower with collection system and 20" cylinder mower

Grass strimming Lawn edges	Cut twice from Nov March 8 cuts from Apr - Oct	75 hours	Staff trained to perform the task	Honda strimmer
Cutting grass to concrete/soil edges	Nov/Mar = 1 cut Apr/Oct = 6 cuts	16 hours	Staff trained to perform the task	Honda strimmer
Path sweeping Footpaths & slabs	Sept/Dec twice per week Jan/Aug weekly	216 hours	Staff trained to perform the task	Leaf sweeper and blower
Prune overhanging shrubs/trees from paths	Once/twice per year	20 hours	Staff trained to perform the task	

Hedges & Trees	Frequency	Annual Hours	Responsibility	Equipment
Hedge cutting	3 times per year June/Aug/Dec	90 hours	Staff trained to perform the task	Long/short handled hedge cutters
Leaf collection from lawn areas and shrub beds	Weekly from October - January	240 hours	Staff trained to perform the task	Blower and hand rakes
Tree inspections Summer and winter	Twice per year December/January and June/July	15 hours	Compliance Manager/Operations Supervisor and tree surgeon	
Pollarding trees	Once between November and March	74 hours	Staff trained to perform the task	Platform
Removing epicormic growth from pollards	Once between June and August	3 hours	Staff trained to perform the task	Steps
Weed spraying hard surface areas	Twice per season	10 hours	Qualified NPTC spray licence holder	CDA spray lance

Annual bedding (Spring)	Frequency	Annual Hours	Responsibility	Equipment
Dig beds and prepare	Once per year October/November	37 hours	Staff trained to perform the task	

Plant bedding and bulbs	Once per year October/November	206 hours	Staff trained to perform the task	
Weeding and dead-heading	October - May 6 occasions	84 hours	Staff trained to perform the task	
Edging with long arm shears	October - May Monthly	60 hours	Staff trained to perform the task	
Empty out bedding/bulbs	May	37 hours	Staff trained to perform the task	
Annual bedding (Spring/Summer) Repairing vandalism/damage	As required	13 hours	Staff trained to perform the task	

Annual bedding (Summer)	Frequency	Annual Hours	Responsibility	Equipment
Dig & prepare add manure etc.	Once per year May/June	74 hours	Staff trained to perform the task	
Plant bedding plants	Once per year May/June	150 hours	Staff trained to perform the task	
Weeding and dead-heading	8 times from June to September	144 hours	Staff trained to perform the task	
Edging with Long arm shears	8 times from June to September	60 hours	Staff trained to perform the task	
Repairing vandalism/damage	As required	13 hours	Staff trained to perform the task	
Empty bedding	October	30 hours	Staff trained to perform the task	
Watering	During June/August 24 occasions	84 hours	Staff trained to perform the task	

Shield bedding (Summer only)	Frequency	Annual Hours	Responsibility	Equipment
Dig, prepare	May/June	7 hours	Staff trained to perform the task	

Plan, measure and plant	May/June	270 hours	Staff trained to perform the task	
Edge and weed bedding	June to September Fortnightly (8 times)	128 hours	Staff trained to perform the task	
Empty out bedding	October	8 hours	Staff trained to perform the task	

Play Area	Frequency	Annual Hours	Responsibility	Equipment
Play equipment – Safety inspection	Weekly	48 hours	Staff trained to perform the task	
Play equipment – Daily checks	Daily	117 hours	Staff trained to perform the task	

6.2 Job Descriptions

The job descriptions for all staff with work responsibilities in the Borough Gardens are given in Appendices I to N.

6.3 Training

All staff receive induction training prior to starting work, this is carried out at the Borough Gardens by the Compliance Manager. New starters also receive Health and Safety training on various topics including, Sharps disposal, Litter collection and bin emptying, Personal safety at work, and Ladder training. New starters are also given the risk assessment/working practice sheets for these tasks. Further training is completed dependant on previous experience, this usually takes the form of day courses at the local college and cover such items as the safe use of mowers, ride on mowers or strimmers etc.

Training records for all staff are maintained by the Compliance Manager, with frequent in house training or equipment supplier training as and when new items are purchased.

6.4 Equipment/Materials

Major equipment purchases follow a process of testing and evaluation carried out by both the Compliance Manager and staff, this involves the borrowing of test equipment with staff getting to test it in an actual working test. The choice of equipment then becomes a price issue, with dependant on cost up to three quotes being obtained.

Equipment and Vehicles are registered with a unique number, and all repairs or replacement parts being costed to that item. Servicing is carried out as per manufacturers' recommendations by local agents or specialist repairers. Vehicles are repaired and serviced by a local garage. Material purchases are made when possible from local suppliers.

6.5 Performance Specification

The detailed Performance Specification for the Borough Gardens, for each maintenance and management activity, is provided as a separate document accompanying the Management and Maintenance Plan.

Why walk when you can ride?



7 Financial Plan

(Cost of implementing sections 5 & 6 (management and maintenance))

Area of Maintenance	Labour Hours	Mgt Hours
General Tasks	4,215 hours	453
Tennis Courts	194 hours	52
Putting Green (disused)	518.5 hours	24
Greenhouse	472 hours	10
Boundary Shrub Beds	332 hours	3
Island Shrub Beds	140 hours	3
Grass & Paths	737 hours	10
Hedges & Trees	432 hours	40
Annual Bedding (Spring)	437hours	20
Annual Bedding (Summer)	555 hours	25
Shield Bed	413 hours	10
Play Area	160 hours	7
Total	8,611.5 hours	657 hours

10 yr HLF M&M - Borough Gardens

Inflation	%										
	Y0	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10
Y0 - Current Year	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Y1 - Subsequent Years											
Annual Year	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
INCOME											
Sports Facilities (Booths, Tents)	7,110	7,208	7,470	7,657	7,840	8,044	8,243	8,452	8,667	8,879	9,091
Standby (Telephone / Standby)	100	103	105	108	110	113	116	119	122	125	128
Kiosk income	-	-	-	-	-	-	-	-	-	-	-
Other sponsorship or grants (Excl. PFI)	-	-	-	-	-	-	-	-	-	-	-
Wearing / Making up Hanging Baskets	796	718	715	754	775	792	812	832	815	874	896
Flat Rent	2,880	2,932	3,026	3,101	3,179	3,258	3,340	3,423	3,506	3,597	3,687
Total Income	10,790	11,060	11,336	11,620	11,910	12,208	12,513	12,826	13,147	13,473	13,812
EXPENDITURE											
Staff & Admin											
Employee Costs (Salaries, OT, NI, Pension etc)	101,922	108,270	111,284	114,066	116,978	119,841	122,837	125,808	129,015	132,282	135,189
Recharged Admin Salaries	2,398	2,663	2,729	2,797	2,867	2,939	3,012	3,088	3,165	3,244	3,323
Recharged Other Admin Costs	1,074	1,100	1,128	1,156	1,185	1,213	1,245	1,276	1,308	1,341	1,374
Establishment Costs	951	975	999	1,024	1,050	1,076	1,103	1,130	1,159	1,188	1,217
Health and Safety	300	313	325	334	342	356	360	364	369	424	440
Public Signs	475	487	499	512	524	537	551	565	579	593	608
Events											
Borough Gardens Events	3,800	3,588	3,677	3,769	3,863	3,960	4,059	4,160	4,264	4,371	4,480
Repairs and Maintenance											
Cleaning - Materials & Equipment	475	491	509	526	545	563	582	602	622	642	663
Tools, Equipment & Consumables	2,876	2,809	2,942	3,056	3,133	3,211	3,291	3,373	3,458	3,544	3,633
Sports Facilities	7,500	7,688	7,880	8,077	8,279	8,486	8,698	8,915	9,138	9,366	9,601
Gardens / Amenity Areas	6,300	6,663	6,829	7,000	7,175	7,354	7,539	7,726	7,920	8,119	8,321
Play Equipment	1,335	1,367	1,401	1,436	1,472	1,509	1,546	1,583	1,623	1,667	1,707
Clack	165	169	173	178	182	187	191	196	201	206	211
Refuse Tipping	600	620	641	662	683	705	726	749	771	795	818
Transport - Pick-up	3,230	3,331	3,433	3,536	3,647	3,777	3,909	4,043	4,180	4,321	4,466
Mowers - Fuel & Repairs	430	440	451	463	474	486	498	511	523	536	550
Equipment Service	366	380	394	409	424	440	456	472	489	506	524
Repairs & Maintenance	1,933	2,003	2,054	2,109	2,157	2,211	2,267	2,325	2,384	2,441	2,502
Services											
Gas	2,649	2,675	2,742	2,811	2,881	2,953	3,027	3,102	3,180	3,260	3,341
Electricity	3,412	3,493	3,575	3,659	3,744	3,832	3,920	4,010	4,101	4,207	4,313
Water	10,810	11,080	11,357	11,641	11,932	12,231	12,536	12,850	13,171	13,500	13,839
Rent	-	-	-	-	-	-	-	-	-	-	-
Rates	1,080	1,025	1,091	1,077	1,104	1,131	1,160	1,189	1,218	1,248	1,280
Insurance	820	847	864	881	912	934	958	982	1,006	1,031	1,057
Telephone	400	410	420	431	442	453	464	475	487	500	512
Repairs and Renewals											
Fleet / Vehicles	3,360	3,684	3,677	3,764	3,853	3,960	4,019	4,180	4,264	4,371	4,480
Provision	6,590	6,663	6,829	7,000	7,175	7,354	7,539	7,726	7,920	8,119	8,321
Play Equipment	1,335	1,417	1,462	1,506	1,576	1,771	1,869	1,967	2,067	2,165	2,267
Capital Charges	11,261	14,789	11,746	17,141	18,370	16,034	11,555	17,077	16,189	16,260	17,123
Total Expenditure Costs	223,302	231,139	236,918	242,841	248,912	255,131	261,313	268,031	274,732	281,621	288,681
Net Cost	214,712	220,080	225,582	231,221	237,002	242,927	249,000	255,203	261,606	268,148	274,849

8 Monitoring and Review

The Management and Maintenance Plan including the Performance Specification document will be regularly reviewed and monitored. It is the responsibility of the Compliance Officer assisted by both the Operations Supervisor and the Head Gardener to review these documents on an ongoing basis.

The Compliance Officer, Operations Supervisor (part time) and Head Gardener will meet as and when necessary and using the Performance Specification will monitor the work achieved within the Gardens and Greenhouses. 'Walkabout' meetings will discuss both present and upcoming work and standards and monitor progress. Any alterations to timings, standards or quantities will be agreed at the meetings and actions taken to update specifications.

The use of the weekly calendar (within the Performance Specification) will assist all gardening staff in ensuring that the work planned is completed; along with the weekly work sheets. The Compliance Manager/Operations Supervisor/Head Gardener will produce a work list each week for the week ahead. Weekly tasks will be written up on a white board in the gardeners' facility building, for reference.

The Management and Maintenance Plan will be reviewed annually (see Section 1.5.4)

Appendix A Location Map



Appendix B Register of Parks and Gardens of Special Historic Interest in England - Borough Gardens

The Borough Gardens were added to the Register as Grade II in 2001 (Entry GD3360). The description in the Register is as follows ~

DORSET	BOROUGH GARDENS
WEST DORSET	
DORCHESTER	GD3360
SY6890	II

A late C19 public park laid out to the design of William Goldring.

HISTORIC DEVELOPMENT

Until the construction of the Great Western Railway line from Dorchester to Weymouth in 1857, the town's western boundary remained the line of the Roman town wall and embankment, the course of which had been adapted in the early C18 to form West Walks, one of the Town Walks (qv). The site of Borough Gardens lay outside the west wall and embankment, and is shown as undeveloped agricultural land on Hutchins' Map of Dorchester (1772), and the Tithe map of 1840. As the town expanded after 1857, residential streets were laid out parallel to the railway, while a house and nursery garden belonging to S R Harris were constructed on the southern half of the site of Borough Gardens (OS 1887; Colvin & Moggridge). The northern section of the site remained the property of the Duchy of Cornwall, and was divided into several enclosures which were used as a fairground and cattle market (Colvin & Moggridge). In March 1895 the Mayor of Dorchester, Alderman Gregory, purchased from the Duchy on behalf of the Corporation four acres (c 2ha) of land bounded by Cornwall Road, Albert Road and West Walks for £3,400. Later the same year the Corporation agreed to buy Mr Harris' nursery and house for £1,800. The Corporation stated as its objective the construction of 'pleasure gardens for the health and recreation of the inhabitants' (inscription on fountain).

Plans for laying out the new park were commissioned from William Goldring (1854-1919), and were implemented by the Borough Surveyor, G J Hunt, who was also responsible for designing ornamental wrought-iron gates for the park. The park was officially opened on 30 July 1896. An account published in the *Dorset County Chronicle* on 6 August 1896 indicates that Goldring's scheme for the park incorporated gravel walks, a dell in which it was proposed to erect a fountain, a central bandstand, tennis courts and bowling greens. Some of these features were not constructed at the time of the park's opening, but followed soon afterwards: the bandstand, a memorial to Queen Victoria's Diamond Jubilee was opened in 1898, while the fountain was donated in memory of Alderman Gregory in 1898. Goldring incorporated existing mature trees on the site into his scheme, and disguised the narrow rectilinear shape of the site with boundary planting, modification to the ground levels, and curvilinear walks. The plants for the park were supplied by James Veitch and Son of the Royal Exotic Nursery, Chelsea, while the planting was personally supervised by Goldring (*Gardeners' Chronicle*, 1898). Mr Harris, whose nursery had been purchased by the

Corporation as part of the site for the park, was appointed first superintendent (*Dorset County Chronicle*).

Further features were added to the park in the late C19 and early C20, and changing requirements for sports facilities led to limited alteration to Goldring's design in the early C20. In 1899 an obelisk was erected in memory of men of the 1st Battalion Dorset Regiment who had died in the Indian Northwest Frontier (Tirah) Campaign of 1897-8 (inscription), while in 1905 Charles Hansford donated an elaborate cast-iron clock tower. Between 1902 and 1928 (OS), a new bowling green was constructed at the southern end of the site, replacing some of the nursery glasshouses and some specimen trees, while the croquet lawn south of the bandstand was replaced by tennis courts, and new tennis courts were constructed on an artificial terrace to the north of the bandstand. Today (early C21) Borough Gardens retain their late C19 layout and features, together with its structural planting.

Borough Gardens remain the property of Dorchester Town Council.

SITE DESCRIPTION

LOCATION, AREA, BOUNDARIES, LANDFORM, SETTING

Borough Gardens are situated c 250m south of West Gate at the western end of High West Street. The c 4ha site is approximately rectangular-shaped on plan, and is bounded to the north by Albert Road, to the west by Cornwall Road, and to the east by the early C18 West Walks. To the south the site is bounded by a footpath which links Bowling Alley Walk to the east with Cornwall Road to the west. The boundaries of the park are closed by a mixture of wire and metal fences and mixed hedges behind which are extensive areas of ornamental shrubbery and specimen trees which formed part of Goldring's original scheme for the park (*Gardeners' Chronicle*, 1898). The Cornwall Road boundary is marked by a mature holly hedge. The site slopes from north to south, with an artificial declivity extending parallel to the north-eastern boundary; this forms part of Goldring's late C19 park design. There are few external views from the park, with mature trees in West Walks screening adjoining houses; to the west and north, late C19 and early C19 terraced and detached villas overlook the park.

ENTRANCES AND APPROACHES

The principal entrances to the park are situated at the northern apex of the site, and at the midpoint of the western, or Cornwall Road boundary. The north entrance is aligned on Albert Road which leads south from West Gate. The entrance comprises a pair of late C19 stone square section piers which support a pair of C20 wrought-iron gates bearing a cast representation of the seal of the town of Dorchester. The stone piers at the Albert Road entrance were designed by the Borough Surveyor, G J Hunt (*Dorset County Chronicle*); the original wrought-iron gates manufactured by Hill and Smith, Brierley Hill Works, Staffordshire (*Dorset County Chronicle*) were presumably removed during the Second World War. The western entrance, which is aligned on Westover Road leading west from Cornwall Road, is of similar design but with brick piers. There are further pedestrian entrances to the park from West Walks from the east and south-east, and from the Cornwall Road at

the south-western corner of the site. A further entrance at the north-western corner has been blocked in the late C20.

GARDENS AND PLEASURE GROUNDS

Borough Gardens are laid out with a series of curvilinear walks which enclose and separate areas of lawns, tennis courts and bowling greens which are disposed from north to south through the centre of the site. The boundaries to the north, east and west are heavily planted with ornamental shrubbery and specimen trees.

From the north or Albert Road entrance a wide tarmac walk descends into the park and divides, one branch leading south-west, parallel to the north-west boundary of the site, while another branch leads south-east into the fountain dell. Where the walk divides a mature beech survives from a group of existing trees which was retained when the park was laid out (OS, 1887). The walk leading west from the entrance is screened from Albert Road by mixed ornamental shrubbery, and c 70m south-west of the entrance passes a mid C20 brick and concrete paddling pool which was constructed from a Second World War fire service reservoir. To the south-west of the paddling pool the vista south-west along the walk is terminated by a red granite obelisk. Placed at the centre of a circular lawn ornamented with geometrical flower beds for seasonal planting, the obelisk commemorates the non-commissioned officers and men of the 1st battalion Dorset Regiment who died in the Indian North-west Frontier (Tirah) Campaign of 1897-8 (inscription). The obelisk forms a focal point in views from the lower areas of the park to the south and south-east. To the south-east of the obelisk a late C20 sensory garden comprises raised beds retained by low stone walls. The east-facing slope below the obelisk is terraced to form a level platform enclosed by a low wire fence which is laid to lawn with late C20 children's play equipment. The terrace was constructed in the early C20 as tennis courts (OS: 1902, 1928), and did not form part of Goldring's original scheme for the park. To the east of this terrace the ground falls away to form a dell extending from north to south parallel to the eastern boundary of the park. Enclosed to the north, east and west by mixed ornamental shrubbery and specimen trees, the focal point of the dell is a late C19 carved marble fountain (listed grade II) comprising three shallow basins supported variously on seated lions and birds, and surmounted by a cherub finial. The fountain stands on a square pedestal with a carved inscription recording its donation to the town by Charles Hansford in memory of Alderman Gregory, who had secured the site of the park for the town. The pedestal rests on a rocky base which is set in a quatrefoil-shaped marble basin (dry, 2001) enclosed within late C20 hoop-topped metal railings. The fountain was inaugurated in 1898 on a site identified for such a feature in Goldring's scheme of 1895 (*Dorset County Chronicle*).

South of the playground terrace and to the south-west of the fountain dell, lawns planted with specimen trees and shrubs slope south and south-west towards a level area of lawns and geometrical flower beds, to the south-west of which stands the late C19 bandstand (listed grade II). Comprising an octagonal rubble-stone drum surmounted by cast-iron columns linked by ornamental railings which support a leaded pagoda roof, the bandstand was donated to the town by Col W E Brymer and was opened in July 1898 (inscription) as a memorial to Queen Victoria's Diamond Jubilee. The bandstand is located in the position identified for such a structure in Goldring's scheme for the park, and is surrounded by a circle of pollarded lime trees, beneath which are arranged a group of late C19

benches with elaborate cast-iron ends (listed grade II). The bandstand was designed by the Borough Surveyor, G J Hunt, and was manufactured by Messrs T Macfarlane of Glasgow (Colvin and Moggridge). To the west and on axis with the bandstand is the Cornwall Road entrance, adjacent to which is an area of level lawn surrounding geometrical beds planted in the summer with traditional carpet-bedding schemes. To the south of the bandstand two sets of hard-surfaced tennis courts are enclosed by high wire netting. The present courts replace grass courts laid out in the early C20 (OS, 1928), which had themselves replaced a croquet lawn which formed part of Goldring's park design; the possible replacement of the croquet lawn with tennis courts had been envisaged as early as 1896 (Dorset County Chronicle). Immediately south-west of the northern group of tennis courts stands the early C20 clock tower (listed grade II). Standing on a granite base, the octagonal cast-iron shaft is surmounted by a square-section clock tier with four clock faces, which is in turn surmounted by pediments and an onion dome with an elaborate weather vane. The clock tower is painted in red, green and gold and is ornamented with panels bearing the Borough arms and an inscription recording the gift of the clock to the town by Charles Hansford in 1905. To the west and south the tennis courts are enclosed by ornamental shrubbery and trees, while to the south a bench on a raised platform affords views north across the park to the clock tower, bandstand and fountain; the bench replaces a shelter presented by Miss Winifred Marsden in 1937 (Colvin and Moggridge).

At the southern end of the park a raised terrace retained by rubble-stone walls and approached at the north-east corner by a flight of steps is laid out with a bowling green. A crazy-paved walk encloses the green to the east, south and west, while a late C20 pavilion stands to the north-east. The south walk is bordered to the south by a beech hedge and a row of pleached limes. A bronze reduced copy of the Warwick Vase commemorating members of the Pope family who served as Mayor of Dorchester (inscription) stands on the terrace. The terrace and bowling green were constructed in the early C20, replacing an area of lawns, flower beds and glasshouses surviving from the Cornwall Road nursery; Goldring's southern walk was re-aligned to the north in this process (OS: 1902, 1928).

To the west of the bowling green, at the south-western corner of the site, is a service and nursery area enclosed by hedges. Two mid C20 glasshouses replace late C19 houses which survived from S R Harris' Cornwall Road Nursery which existed on the site by 1887 (OS). The yellow Dorchester brick villa at the extreme south-west corner of the site adjoining the nursery was occupied by S R Harris as both nursery proprietor and first superintendent of the park; traces of a painted notice advertising the nursery survive on the west facade of the villa.

REFERENCES

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The Gardeners' Chronicle (22 October 1898)

Colvin and Moggridge, Historic landscape assessment and management plan for Borough Gardens, Dorchester

Maps

Hutchins' Map of Dorchester, 1772

Tithe map for the Parish of Dorchester, 1840 (Dorset Record Office)

Plan of Dorchester, 1848 (Dorset Record Office)

OS 6" to 1 mile: second edition published 1903)

OS 25" to 1 mile: first edition, published 1887
second edition, published 1902
third edition, published 1928

OS 10' to 1 mile: published 1887

Illustrations

Late C19 and early C20 photographs and postcard views of Borough Gardens, Dorset County Museum collection

Description written: August 2001; revised September 2001 Register

Inspector: JML

Appendix C

Register of Parks and Gardens of Special Historic Interest in England - Town Walks

Dorchester Town Walks were added to the Register as Grade II in 2002 (Entry GD3464). The description in the Register is as follows ~

DORSET	TOWN WALKS, DORCHESTER
WEST DORSET DORCHESTER SY6990	GD 3464

A group of early C18 public walks laid out on the course of Roman town walls.

HISTORIC DEVELOPMENT

The Roman town of Durnovaria, which occupied the site of modern Dorchester, was protected by elaborate defences. An earth bank and ditch were constructed c 130 AD, while after 300 AD a stone wall was constructed on the bank to increase the effectiveness of the defences. Following the Roman withdrawal the walls continued to be used to defend the mediaeval town, with the ditch being re-cut in the C14 or C15 (Colvin and Moggridge). By the early C16 the Roman walls had been largely destroyed, but their alignment and associated embankments and ditches were shown on John Speed's *Map of Dorsetshyre* (1610) as 'The ruins of the ould wall'. During the Civil War in the mid C17 the earthworks were again used for defensive purposes, but c 1712 the tops of the embankments were flattened to form a series of walks or promenades on the west, south and east sides of the town (RCHME). A prospect of Dorchester drawn by the antiquary the Revd Dr William Stukeley in 1723 shows West Walks and Bowling Alley Walk planted with trees and separated from surrounding farmland outside the town by the remains of the Roman embankment. Hutchins' Map of Dorchester (1772) similarly shows the walks as tree-lined avenues on the course of the Roman defences to the west, south and east of the town. In the late C18 and early C19 the areas immediately within the line of the Walks remained generally undeveloped, with detached town gardens separating West Walks and South Walks from the town (Hutchins, 1772; Map of Dorchester, 1848), while to the north-west Colliton Walk adjoined the grounds of Colliton House. During the C19 new houses were constructed fronting on to West Walks and South Walks, while in 1895 land to the west of West Walks was acquired by the Corporation for the construction of a public park, Borough Gardens (qv). To the south-east of the town land adjoining Salisbury Walk was laid out as a recreation ground in the late C19. The Town Walks are mentioned in Thomas Hardy's novel *The Mayor of Casterbridge* (1886), and today (2001) continue to form a prominent feature of the town.

SITE DESCRIPTION

LOCATION, AREA, BOUNDARIES, LANDFORM, SETTING

The site is divided into six tree-lined walks which are situated to the north-west, west, southwest, south and south-east of the ancient centre of the town of Dorchester. The narrow rectangular sections

which comprise the site here registered extend to c 7ha in total, and on plan describe three sides of a rectangular enclosure which represents the Roman settlement of Durnovaria. The promenades included in the registered site are North Walk, Colliton Walk, West Walks, Bowling Alley Walk, South Walks, Gallows Hill and Salisbury Walk, together with the contiguous Salisbury Field.

North Walk runs parallel to Northernhay to the north-north-west of the town, while Colliton Walk runs parallel to and above The Grove to the north-west. North Walk and Colliton Walk are separated from the park (now, early C21, the site of municipal buildings) associated with Colliton House, a late C17 and early C18 town house built by the Churchill family c 50m east of the southern end of Colliton Walk, by high C18 stone and brick walls. Ornamental circular piers set into the wall on the east side of Colliton Walk retain remains of urn finials. West Walks are bounded to the east by early and mid C19 domestic properties, and to the west by metal fences and shrubbery separating them from Borough Gardens. Bowling Alley Walk to the south-west of the town is situated to the south of the grounds of the former General Hospital (now, 2001, laid out as a car park) from which it is separated by a C19 brick wall; to the south lie commercial properties fronting on to Great Western Road. To the south of the town, South Walks are bounded to the north by domestic and commercial properties and car parks, and to the south by South Walks Road, beyond which survive several substantial late C19 detached villas, together with C20 offices. At the eastern end of South Walks, Gallows Hill forms an open space bounded to the north by the former Rectory and to the south by an extension of South Walks Road. To the west it is separated from South Walks by Icen Way, while to the north Gallows Hill adjoins Salisbury Walk, which is bounded to the west by domestic properties and to the east by Salisbury Field. Salisbury Field is in turn bounded to the north by Salisbury Villas and other mid C19 domestic properties, and to the east by the mid C19 Victoria Buildings. Constructed on the levelled summit of the Roman defensive embankment, the Town Walks form level promenades, with the exception of Gallows Hill which slopes gently from north to south. Town Walks are a prominent feature of the town of Dorchester, and form the setting for a significant number of listed structures.

OTHER LAND

North Walk is raised above the level of Northernhay to the north by a north-facing grass slope. The tarmac promenade extends c 150m from east to west and is flanked by an avenue of limes and horse chestnuts of various ages. The walk turns sharply south to become Colliton Walk, which extends c 250m south along the western boundary of Colliton Park. Colliton Walk is planted with a mixed avenue of limes, horse chestnuts and sycamores of various ages, and is similarly raised above the level of the adjacent road, The Grove, by a west-facing grass slope.

To the south of Colliton Walk lies West Gate, the western termination of High West Street. Commercial properties extend c 140m south, separating Colliton Walk to the north from West Walks to the south. West Walks are entered immediately to the south of the junction of Albert Road and Prince's Street. The promenade extends c 290m from north to south, and is planted with mature horse chestnuts set on grass verges. It is adjoined to the east by groups of early and mid C19 houses, some of which have stuccoed facades; a cottage c 190m south along West Walks bears a date stone inscribed 1705 (RCHME) which may indicate the date of the levelling of the defensive embankment. To the west the walk adjoins the late C19 Borough Gardens, from which it is partly screened by mature ornamental shrubbery. Pedestrian gates lead from West Walks into the public park, which was intended by the Corporation to form a pleasure ground extension to West Walks (inscription on

Borough Gardens fountain, 1898). At their southern end West Walks turn sharply east to become Bowling Alley Walk. This promenade extends c 160m from west to east, where it is terminated by South Gate. The walk is planted with an avenue of sycamores and horse chestnuts of various ages and is flanked by wide grass verges.

South Gate at the eastern end of Bowling Alley Walk is today a major road junction which separates Bowling Alley Walk from South Walks to the east. South Walks extend c 400m from west to east, the wide tarmac promenade passing through an avenue of mature horse chestnuts and flanked to north and south by grass verges. To the west, South Walks are terminated by an early C20 stone war memorial of classical form, while to the east they are terminated by a late C20 sculpture group comprising three bronze figures set on a cobbled base which commemorate Dorset martyrs of the Reformation (inscription). The grass verge to the south of South Walks is separated from the public road immediately to the south by a chain supported on ornamental wrought-iron uprights of early C20 design. To the north c 45m north-east of the War memorial, South Lodge, a mid C18 stuccoed villa, stands in gardens separated from South Walks by spearheaded railings set on a low brick wall. To the east of Acland Road, a group of mid C19 villas are separated from the promenade by brick walls surmounted by tall piers and railings. To the south of South Walks Road C19 and C20 offices and substantial villas are set behind brick and stone boundary walls and trees.

To the east of South Walks, Gallows Hill comprises an area of lawn planted with mature specimen trees which is retained above the road to the south by a low stone wall. The lawn is crossed from south-west to north-east by a tarmac footpath which forms a link between South Walks and Salisbury Walk to the north. Salisbury Walk extends c 190m from south-east to north-west, and is bounded to the west by brick and stone walls; to the north the axis of the walk is continued by Salisbury Street, a mid C19 development of domestic properties. The tarmac promenade is flanked by an avenue of mature horse chestnuts, while to the east a gentle grass slope descends to Salisbury Field. Salisbury Field is laid out as a recreation ground with gravel walks running parallel to the north-east and south-east boundaries; spurs lead from the perimeter walks to provide access to the mid C19 terraces which overlook the field. The walks pass beneath mature specimen trees, while near the northern corner of the site is a group of late C20 children's play equipment. Salisbury Field was laid out as a recreation ground adjoining Salisbury Walk c 1900; its present plan closely reflects that shown on the 1903 OS.

With the exception of Salisbury Field, the area here registered corresponds to the Dorchester Roman Walls Scheduled Ancient Monument.

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Maps

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Map of Dorchester, 1848 (Dorset Record Office)

OS 6" to 1 mile: second edition, published 1903) OS

25" to 1 mile: first edition, published 1887

second edition, published 1902

third edition, published 1928

OS 10' to 1 mile: published 1887

Illustrations

W Stukeley, view of Dorchester from the south-west, 1723 (Dorset Record Office)

Description written: August 2001

Register Inspector: JML

Appendix D Listed Buildings

Two of the structures in the Borough Gardens are listed as Grade II. They are the bandstand and the clocktower; the entries in the List appear below ~

Bandstand and twelve park benches (SY 6890 7/307)

1905. Rubble plinth. 8 cast iron columns supporting octagonal lead pagoda roof, with elaborate weathervane, and eaves decorated with cast iron trellis work acroteria in centre of each side, and anthemion at corners. Delicate Composite capitals to columns taking ornate trellis work brackets. Elaborate cast iron balustrade. 12 park benches with very elaborate cast iron ends.

Clock Tower (SY 6890 7/308)

1905. Cast iron on moulded granite plinth. Octagonal shaft each side, with 2 tiers of moulded panels and quatrefoil clustered colonettes at corners, linked to each other by arches of drop tracery. Clock stage is 4-sided (4 clocks), the upper corners decorated with sphinx busts on consoles. Entablature, cardinal sides crowned by small pediments. Onion dome, fish scales and elaborate weathervane. Cardinal sides have inscriptions at base level: "This clock and tower were presented to the Borough of Dorchester by Charles Hansford Esq AD 1905". Above this 2 cartouches placed above each other, lower with relief head of Charles Hansford, upper with relief of "Borough Arms".

Appendix E Extract from West Dorset District Local Plan

The current West Dorset District Local Plan, which was adopted in 2006, includes policies which protect the Borough Gardens as Land of Local Landscape Importance and land within a Conservation Area. In addition the Town Walks are identified as Green Environmental Corridors. The inclusion of the Gardens and Walks in the Register of Parks and Gardens of Special Historic Interest since the Plan was adopted means that a further policy (relating to Historic Parks and Gardens) also applies.

The wording of the various policies themselves is reproduced below; further background information is available by reference to the Written Statement which accompanies the Local Plan.

Policy SA6 (Land of Local Landscape Importance)

Development proposals with Land of Local Importance as identified on the Proposals Map will be expected to respect the special features and qualities of local importance and the specific benefits that the land provides. Development that significantly harms these special features and qualities or substantially detracts from the specific benefits will not be permitted.

Policy SA7 (Green Corridors)

Development will not be permitted if it erodes the distinctive character or integrity of the green corridors in Dorchester, Bridport, and Lyme Regis.

Policy SA16 (Historic Parks and Gardens of International Importance)

Development that would adversely affect the historic character, appearance or setting of Historic Parks and Gardens identified by English Heritage in their Register of "Historic Parks and Gardens" and shown on the Proposals Map will not be permitted.

Policy SA17 (Historic Parks and Gardens of Regional and County Importance)

Development that would significantly adversely affect the historic character, appearance or setting of Historic Parks and Gardens of regional and county importance will not be permitted.

Policy SA19 (Alterations, Extensions and Changes of Use of Listed Buildings)

Alterations, additions to, or change of use of a Listed Building will not be permitted if they are likely to have an adverse effect on the historic or architectural special features or character of the building.

Policy SA20 (Settings of Listed Buildings)

Development which would adversely affect the setting of a Listed Building will not be permitted.

Policy SA21 (Protection of Character or Appearance of Conservation Areas)

Proposals for development within a Conservation Area, or outside but which would affect its setting or views into or out of the Area will not be permitted unless they preserve or enhance the character or appearance of the Area by being appropriate in mass, proportions, use, detailed design and materials to the site and its surroundings.

Policy SA22 (Demolition within a Conservation Area)

Where consent is granted which would lead to an unsightly gap in the street scene, the Council will exercise its powers to impose a condition on the consent to prevent implementation until a contract has been left for an approved replacement.

Planning permission will not be granted for proposals involving the demolition of buildings which make a positive contribution to Conservation Areas other than where:

- i) the structural condition of the building is such that repair and re-use is not feasible;
- ii) the importance and acceptability of redevelopment proposals for the site override other material considerations.

Policy SA23 (Sites of National Archaeological Significance)

Development will not be permitted which would have an adverse effect upon Scheduled Monuments or upon other archaeological sites of national importance and their settings. Where nationally important archaeological remains, whether scheduled or not, and their settings are affected by proposed development there should be a presumption in favour of their physical preservation.

Policy C3 (Local Centres)

Within local centres, development including change of use of Class A1 (shops), Class A2 (financial and professional services), Class 3 (restaurants and cafes), Class A4 (drinking establishments), Class A5 (hot food takeaways), Class B1 (business), leisure uses and other community facilities, will be permitted provided it would not undermine the functioning of the local centre through its size, design, operational activities or traffic generation nor lead to the loss of community facilities or employment uses in accordance with Policies ET1 and C6.

Such development will also be permitted on land adjoining local centres, provided that the proposal is well related (both visually and physically in terms of access) to the existing local centre and that there are no suitable alternative sites available within the local centre.

Policy C7b (Retention of Recreational Facilities and Allotments)

Planning applications for development on, or change of use of, public open space, informal recreation areas, recreational buildings and allotment gardens will not be permitted unless:

- i) the development is ancillary to the use of the site and will support and / or enhance the existing open space or recreational use of the facility and / or its quality; or such facilities can best be retained and enhanced through the redevelopment of a small part of the site; or
- ii) alternative provision of at least equivalent community benefit is made available in a suitable and equally accessible location; or
- iii) that there is an excess of such facilities in the area. If the application is not for an alternative recreational use, it must be shown that there is no need for alternative open space or recreational uses which could take place at the site.

Appendix F Extract from Performance and Policy Plan 2012-13

6 - *Parks, Open Spaces and Playgrounds*

6.1 The Council's strategic objective is

6.1.1 To provide improved opportunities for the active and passive recreation of the townspeople, including -

- (a) by the maintenance and improvement of existing facilities;
- (b) by developing or supporting the creation of additional facilities;
- (c) by promoting appropriate events.

6.2 The Council's policies are

6.2.1 To fix charges at a level which will, so far as possible, ensure the maximum usage and accessibility of the facilities provided commensurate with the Council's duty to minimise its net expenditure.

6.2.2 To liaise with all bodies responsible for the provision and promotion of recreational activities.

6.2.3 To provide, develop, maintain and encourage the use of the Borough Gardens and other formal and informal open spaces, amenity areas and sports pitches.

6.2.4 To provide, develop and maintain facilities giving opportunities for children to participate in mentally and/or physically stimulating activities and encourage social co-operation and interaction in a safe environment, whether such environment is formally designated as a play area or not.

6.3 Progress on implementing priority tasks identified for the year commencing April 2012/13/14

Activity (<i>Actions in italics</i>)	Target date
<p>To complete the work to upgrade and refurbish Maumbury Rings</p> <p><i>Largely completed - the new roadside fence and wall was completed in August 2012. Three new information boards designed and will be installed in the near future and this will be followed by new benches etc.</i></p>	<p>Roadside fence December 2011</p> <p>Other aspects summer 2012</p>
<p>To work with West Dorset District Council, the Duchy of Cornwall and others to progress the provision of facilities, particularly changing facilities, at the Great Field, Poundbury</p> <p><i>The Council has been managing the sports pitches at the Great Field since December 2010. An outside gym has been provided with play equipment to follow once the earthworks at have been completed. The Council is also looking at options for providing stand alone changing facilities.</i></p>	<p>Ongoing</p>
<p>To create a mini-golf course on the former bowling green at the Borough Gardens and to convert the bowls pavilion to public toilets</p> <p><i>The Council will make a final decision on the future of the old bowls green, a section is being planted up at Easter 2015 with a "grass free lawn" plants have been sown by local residents, students, Kingston Mauward College, and various charitable organisations.</i></p>	<p>2015</p>

6.4 Priority tasks for the year commencing April 2015

Activity	Target date
<p>To continue to work with West Dorset District Council, the Duchy of Cornwall and others to progress the provision of facilities, particularly changing facilities, at the Great Field, Poundbury</p>	<p>Ongoing</p>
<p>To convert the Borough Gardens bowls pavilion to public toilets, completed in 2013.</p>	<p>June 2013</p>
<p>To work with West Dorset District Council, the Duchy of Cornwall and others to address the situation with regard to the need for a further floodlit all weather training pitch with changing facilities in the town.</p>	<p>When resources permit</p>

6.5 Performance indicators for this service are

Parks, Open spaces And Playgrounds	Actual 2010/11	Original Target 2011/12	Actual 2011/12	Target 2012/13
Number of items of play equipment	120	121	122	123
Number of items of play equipment out of use for more than 1 week	0	0	0	0
Percentage of 'Excellent or Good' taken from questionnaire in respect of play areas	84%	77.5%	85%	77.5%
Percentage of 'Excellent or Good' taken from questionnaire in respect of the skatepark	90%	90%	91%	90%
Number of football matches played	291	310	272	310
Number of cricket matches played	93	105	87	105
Number of tennis season tickets sold	52	50	49	50
Number of casual user tennis tickets sold	587	1000	641	700
Number of putting tickets sold	New	New	855	1000
Number of hirings of the Weymouth Avenue Pavilion (excluding football and cricket)	110	115	56	115

Number of hirings of the Borough Gardens House Community Room	80	100	75	100
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6.6 Current Position

Play Areas

6.6.1 The Council is responsible for the maintenance of many areas in Dorchester, including fourteen equipped and one unequipped children's play areas. We completed the installation of safety surfacing in the Town's play areas in 1997 since then we have turned our attention to improving the perimeter fencing of them in a way which is both more attractive and less expensive to maintain than the chain link which was used in most of them previously. New youth orientated play equipment and a sports arena at the Great Field to go along with the outside gym have now been installed. The thrice weekly checks on all play areas have continued. In addition to making financial provision for these works, we shall take any opportunities which present themselves for any further enhancements focusing particularly on activities suitable for older children.

Borough Gardens

6.6.2 Much has been done in recent years to improve the appearance of and facilities in the Borough Gardens to ensure that they continue to provide an attractive facility well into the twenty-first century and this process will be carried on. In particular, the clocktower was refurbished in 1993 and repairs to the bandstand were completed in 1995 with both being repainted in 2001 and again in 2008. We have also done a lot to thin-out overgrown shrubberies and to generally improve the planting.

6.6.3 Following a successful application to the HLF for a grant towards the cost of restoration of the Borough Gardens, work commenced on park landscaping in line with the original Victorian design, extensive refurbishment of the Borough Gardens House to provide new facilities for community groups and a self contained flat to provide a revenue stream. The fountain has been returned to its former (working) glory, a new children's play area has been created and a refreshment kiosk and toilets provided. The original boundary railings have been reinstated to further preserve the historic character of the park and improve security. The Gardens were officially re-opened by Julian Fellowes in May 2007.

6.6.4 A 'Friends of the Borough Gardens' group was formally established in the Spring of 1996 to work in partnership with the Council to enhance public appreciation of the excellent facility provided by the Borough Gardens.

- 6.6.5 The Council actively encourages the use of the Borough Gardens for entertainment and community events and this will continue. They are already used for a wide variety of functions and fulfil a very valuable role within the social life of Dorchester and the surrounding area.
- 6.6.6 On the 12th November 2001 the Borough Gardens were included by English Heritage on the Register of Parks and Gardens of Special Historic Interest in England as Grade II.
- 6.6.7 The Borough Gardens Bowling Club did not get enough members for them to carry on and wound itself up in 2010. The Council has decided that a final decision on what to do with the old Bowling Green will be taken in 2015, the putting green was temporarily placed on it in 2011 but was felt to not be a success and didn't warrant spending more money on improving the facility. In 2014 the Council were approached by Dorset Wildlife trust with an idea to plant a grass free lawn on a section of the old Bowling Green, this was agreed and will be planted up in 2015 with a decision on the remaining area taken during 2015.
- 6.6.8 The Borough Gardens achieved the Green Flag Award for the first time in 2008 and has been successful in retaining it every year since. The Green Flag Award is judged against a rigorous set of criteria to ensure that it is only awarded to those parks and gardens that truly merit it. In 2010 the Borough Gardens also received a Green Heritage Award which is sponsored by English Heritage and recognises that the Council understands, acknowledges and shares the heritage value of the Gardens. This Award has also been retained ever since it was first received.

Weymouth Avenue Recreation Ground

- 6.6.9 The pavilion at the Weymouth Avenue Recreation Ground is continuing to be well received by all and is being further utilised for meetings and other community activities. The Council is committed to improving the playing surface at the Recreation Ground and it was thought that this could not be done until additional facilities were provided elsewhere to accommodate in the short term the teams which would be displaced whilst the work was carried out.
- 6.6.10 However, in conjunction with Dorchester Cricket Club the Council took advantage of a scheme operated by the English Cricket Board and has obtained specialist advice on ground maintenance and received financial assistance towards levelling the cricket square which has been completed using specialist equipment and contractors without the need to displace any teams. A new artificial wicket has also been installed again funded by the ECB. The Council also worked with Dorchester Cricket Club in respect of the provision of new practice nets which were officially opened in May 2007. The Council has continued to work with the Club and a new covered scoreboard was completed in 2010. All of these improvements complement the new pavilion and improve the facilities for cricket within the Town. 2010 saw the return of County cricket for the first time in many years and it was pleasing to see the team come back again last year. Unfortunately there

was no County match in 2012/13/14 but it is hoped that there will be again in the future. The Council has also created a fenced area in the far corner of the site which has improved the security of sports equipment such as football posts and cricket sight screens as well as providing a screened area for outside materials.

6.6.11 In response to the increasing demand we have laid out pitches for mini-soccer And 9v9 at the Recreation Ground.

6.6.12 The Recreation Ground is owned by the Duchy of Cornwall and is leased to the Council until 2061. The Council has entered into a Service Agreement with Dorchester Cricket Club which gives it a security of use for a number of years. This enables the Club to apply to the English Cricket Board for grants.

King's Road Playing Field

6.6.13 The usefulness of the football pitch at King's Road Playing Field is severely hampered by the fact that there are no changing rooms. A scheme has been designed following consultation with users but the cost was found to be prohibitive. Following consultation with football representatives the area was laid out as a junior pitch. The pitch was taken out of use in 2011 so that improvements could be made to the playing surface. Sunninghill Prep School has provided in 2014 a set of combination football/rugby posts at the site, this also allows other users to take advantage of this facility at no additional cost.

6.6.14 The Council has also provided, with financial support from West Dorset District Council, new sports arena equipment which is a further facility for free recreation within the Town this facility was enhanced in 2010 by extending the arena to a fully enclosed double ended court complete with a new youth shelter, funding for which was provided by Dorchester Youth Extra. A state of the art climbing frame was also installed in 2010 with funding being provided through Section 106 contributions and Play Builder funding. Last year saw the installation of a 20 metre zip wire and trampoline to further enhance the facilities for older children. The Council has also recently agreed to place a notice board at the site.

Sandringham Sports Centre

6.6.15 The pitches at Sandringham Sports Centre were developed in the early 1990s and continue to be a well-used, popular facility. The Council also runs one mini-soccer pitch on an area of land next to Sandringham adjacent to the new housing.

6.6.16 In 2005, to aid drainage, the main football pitch was deep verti-drained with one hundred tons of sharp sand, the pitch was then seeded and fertilised to provide a significantly improved playing surface. This process was repeated again in 2009.

- 6.6.17 The indoor bowls facility at Sandringham Sports Centre was provided by a partnership between the Council and the Dorchester Bowling Club. The Club constructed an extension to provide a further three indoor rinks, bringing the total to six, and the Council supported this extension by granting the lease of the additional area of land free of charge and guaranteeing the bank loan which the Club required. There was bad news for the Club in March 2011 when it suffered an arson attack. The fire caused major damage and meant that all indoor play had to be cancelled. The good news was that the repairs to the facility were carried out through the 2011 summer in time for the 2011/12 indoor season with the Club being officially re-opened on 24th September, 2011.
- 6.6.18 Early in 2012 the Council was approached by two young people who wanted to develop their graffiti skills. There has been a kick wall at Sandringham since the early 1990s. It was not very imaginative or exciting and so the Council thought it offered a good opportunity to do some graffiti art on, creating more exciting targets for improving ball skills and giving local youngsters the chance to learn graffiti art techniques from a professional. The graffiti workshop was held in September this year.
- 6.6.19 There is an active boules club based at Sandringham and children's play equipment and picnic facilities provided there are extremely popular although the wooden multi play structure recently came to the end of its natural life and has been replaced by a new roundabout designed specifically for the less able, a new set of swings with a disabled person seat, a new wide slide, a new springer and a new multi play piece of equipment suitable for the young and the older generation. The Council has also worked with the Boules club to make improvements to the playing surface and surrounding area. Picnic benches have been added and the playing surface has been compacted and the weeds treated.
- 6.6.20 Building work on an up-to-date rifle and pistol shooting range was completed in 1993 and the Dorchester Rifle and Pistol Club, who provided the facility, intend to extend it and have recently provided a club room for members. The Club continues to operate successfully following the introduction of Government controls on the private ownership of firearms.

Future Sports Provision

- 6.6.21 The requirement for football and cricket pitches already exceeds the present level of supply and, with the expansion of the Town into Poundbury, will continue to grow.
- 6.6.22 The Duchy of Cornwall owns virtually all the substantial areas of undeveloped land on the periphery of the Town and has, therefore, a significant role to play. We have frequent discussions with the Duchy about how we can meet Dorchester's increasing need for sports facilities and the new sports pitches at the Great Field have helped enormously now that the Council manages them. For future development and use it is essential that multi use or stand alone changing facilities are provided as soon as possible.

6.6.23 The Council has also identified the need in the town for additional floodlit all weather training pitches with changing facilities.

The Walks

6.6.24 The Council in part owns and wholly maintains the Town Walks.

6.6.25 The Walks have been included by English Heritage on the Register of Parks and Gardens of Special Historic Interest in England as Grade II.

6.6.26 The Council does have a long term aspiration for The Walks to be formally adopted as highways by Dorset County Council. Before this can happen The Walks need to be brought up to an adoptable standard the cost of which is prohibitive at the present time.

Maumbury Rings

6.6.27 The Council has secured a thirty year lease of Maumbury Rings from the Duchy of Cornwall. Maumbury Rings is a Scheduled Ancient Monument and the Town Council is leading a project to upgrade and enhance this special site – the road side fence and wall were both replaced this year. The Old Police Station site adjacent to the Rings has been developed for residential use. As part of that development the developer has provided a pavilion facing on to the Rings which includes an area for serving light refreshments, a disabled toilet and an external power supply.

Staffing

6.6.28 The Council employs nine full-time, two part-time and occasional casual members of staff on the maintenance of recreational areas.

New Developments

6.6.29 The Council is aware of the pressure for new residential, industrial and commercial development in Dorchester, and we shall take all possible and necessary steps to ensure that both public and private development proposals make proper provision for the active and passive recreation of everyone living and working in the town including the provision of sufficient areas of both formal and informal open space.

Public Art

6.6.30 The Council was pleased to be able to contribute to the replica roman Fountain installed in Princes Street. The Council has now taken responsibility of maintaining it for the foreseeable future. A large brass plaque has been set into the pavement at the foot of the fountain explaining its relevance.

Council Owned Trees

6.6.31 The Council owns and manages a significant number of trees located around the Town on land for which the Council is responsible. These trees are inspected twice a year, leaf on and leaf off, so as to ensure they are in good health and to identify any work that might be required to be undertaken to keep them that way. A large number of the trees, particularly along South Walks and Salisbury Field Walk, are Horse Chestnuts and the tree inspections have unfortunately identified a large number of them as suffering from a disease called Phytophthora (bleeding canker) which is rampant across the country at the present time and will, in time, kill the trees. At present there are over 45 mature Horse Chestnuts severely affected with the disease along South and Salisbury Field Walks and this number is sure to rise. Replanting Horse Chestnuts after felling diseased ones means that the new trees will die of the same disease before they reach maturity. The Council has therefore agreed to replant with a different species of tree, the London Plane, which is resistant to bleeding canker. Investigations are also being made into whether it is possible to reduce the width of South Walks slightly so as to allow a larger amount of soil for the trees' roots which would give the newly planted trees a better chance of reaching full maturity and staying healthy for years to come.

Highway Trees

6.6.32 The Council values Dorchester's trees highly and was instrumental in creating a partnership with the County and District Councils to ensure that the Town's highway trees receive proper care and maintenance to ensure that the outstanding amenity which they represent is maintained. This partnership arrangement was previously managed by the Town Council but responsibility for the partnership was transferred to Dorset County Council in April 2009. Since then the County Council has undertaken a significant amount of tree work in the town; all of Dorchester's trees have been surveyed and inspected and all of those trees shown to be a danger to public safety have been dealt felled and replaced with new trees. The tree work programme has now moved to proactive maintenance such as tidying up and shaping trees and increasing the tree stock.

Appendix G

Byelaws – Pleasure Grounds, Public Walks and Open Spaces

Byelaws made by the Dorchester Town Council under section 164 of the Public Health Act, 1875 and sections 12 and 15 of the Open Spaces Act 1906 with respect to the pleasure grounds, public walks and open spaces listed in the Schedule hereto.

1. In these byelaws:
"the Council" means the Dorchester Town Council;
"the pleasure ground" means the pleasure grounds, public walks and open spaces listed in the Schedule hereto.
2. An act necessary to the proper execution of his duty in the pleasure ground by an officer of the Council, or any act which is necessary to the proper execution of any contract with the Council, shall not be an offence under these byelaws.
3. A person shall not enter the pleasure ground without reasonable excuse:
 - (i) climb any wall or fence in or enclosing the pleasure ground, or any tree, or any barrier, railing, post, or other erection;
 - (ii) remove or displace any barrier, railing, post or seat, or any part of any erection or ornament, or any implement provided for use in the laying out or maintenance of the pleasure ground.
4. A person shall not, except in pursuance of a lawful agreement with the Council, or otherwise in the exercise of any lawful right or privilege, bring or cause to be brought into the pleasure ground any cattle, sheep, goats, or pigs or any beast of draught or burden.
5. (1) A person shall not, except in the exercise of any lawful right or privilege bring or cause to be brought into the pleasure ground any barrow, truck, machine or vehicle other than :
 - (a) a wheeled bicycle, or other similar machine;
 - (b) a wheelchair or perambulator drawn or propelled by hand and used solely for the conveyance of a child or children or an invalid.

Provided that where the Council set apart a space in the pleasure ground for the use of any class of vehicle, this byelaw shall not be deemed to prohibit the driving in or to that space by a direct route from the entrance to the pleasure ground of any vehicle of the class for which it is set apart.

- (2) A person shall not except in the exercise of any lawful right or privilege ride any bicycle, or other similar machine in any part of the pleasure ground.
6. A person who brings a vehicle into the pleasure ground shall not wheel or station it over or upon:
- (i) any flower bed, shrub, or plant, or any ground in course of preparation as a flower bed, or for the growth of any tree, shrub, or plant;
 - (ii) any part of the pleasure ground where the Council by a notice board affixed or set up in some conspicuous position in the pleasure ground prohibit its being wheeled or stationed.
7. (1) No person shall in the pleasure ground skate on rollers, skateboards, wheels or other mechanical contrivances to the danger of other persons lawfully using the pleasure ground.
- (2) No person shall skate on rollers, skateboards, wheels, or other mechanical contrivances in that part of South Walks known as the Garden of Remembrance.
8. A person shall not in the pleasure ground walk, run, stand, sit or lie upon:
- (i) any grass, turf or other place where adequate notice to keep off such grass, turf or other place is exhibited;
- Provided that such notice shall not apply to more than one-fifth of the area of the pleasure ground;
- (ii) any flower bed, shrub or plant, or any ground in course of preparation as a flower bed, or for the growth of any tree, shrub or plant.
9. A person shall not in the pleasure ground:
- (i) bathe, wade or wash in any ornamental lake, pond, stream, or other water with the exception of the paddling pool in the Borough Gardens;
 - (ii) without reasonable excuse foul or pollute any such water.
10. No person shall by operating or causing or suffering to be operated any wireless set, gramophone, amplifier, tape recorder or similar instrument make, cause or suffer to be made any noise which is so loud or so continuous or repeated so as to give reasonable grounds for annoyance to other persons in the pleasure ground.

Provided that this byelaw shall not apply to any person holding or taking part in a band show or any other entertainment held in the ground in pursuance of an agreement with the Council.

11. Where the Council set apart any such part of the pleasure ground as may be fixed by the Council, and described in a notice board affixed or set up in some conspicuous position in the pleasure ground, for the purpose of any game specified in the notice board, which, by reason of the rule or manner of playing, or for the prevention of damage, danger or discomfort to any person in the pleasure ground may necessitate, at any time during the continuance of the game, the exclusive use by the player or players of any space in such part of the pleasure ground - a person shall not in any space elsewhere in the pleasure ground play or take part in any game so specified in such a manner as to exclude persons not playing or taking part in the game from the use of such a space.
12. A person resorting to the pleasure ground and playing or taking part in any game for which the exclusive use of any space in the pleasure ground has been set apart shall:
 - (i) not play on the space any game other than the game for which it is set apart;
 - (ii) in preparing for playing and in playing, use reasonable care to prevent undue interference with the proper use of the pleasure ground by other persons;
 - (iii) when the space is already occupied by other players not begin to play thereon without their permission;
 - (iv) where the exclusive use of the space has been granted by the Council for the playing of a match, not play on that space later than a quarter of an hour before the time fixed for the beginning of the match unless he is taking part therein;
 - (v) except where the exclusive use of the space has been granted by the Council for the playing of a match in which he is taking part, not use the space for a longer time than two hours continuously, if any other player or players make known to him a wish to use the space.
13. A person shall not in any part of the pleasure ground which may have been set apart by the Council for any game, play or take part in any game when the state of the ground or other cause makes it unfit for use and a notice is set up in some conspicuous position prohibiting play in that part of the pleasure ground.
14. A person shall not in the pleasure ground:

- (i) except as hereinafter provided erect any post, rail, fence, pole, tent, booth, stand, building, or other structure;

Provided that this prohibition shall not apply where upon an application to the Council they grant permission to erect any post, rail, fence, pole, tent, booth, stand, building, or other structure, upon such occasion and for such purpose as are specified in the application;

- (ii) sell, or offer or expose for sale, or let to hire, or offer or expose for letting to hire, any commodity, or article, unless, in pursuance of an agreement with the Council, or otherwise in the exercise of any lawful right or privilege, he is authorised to sell or let to hire in the pleasure ground such commodity or article.

15. A person shall not light a fire in the ground or place or throw or let fall a lighted match or any other thing so as to be likely to cause a fire.

Provided that this byelaw shall not apply to any event held in pursuance of an agreement with the Council.

16. No person shall in the pleasure ground:

- (i) intentionally obstruct any officer of the Council in the proper execution of his duties;
- (ii) intentionally obstruct any person carrying out an act which is necessary to the proper execution of any contract with the Council; or
- (iii) intentionally obstruct any other person in the proper use of the ground, or behave so as to give reasonable grounds for annoyance to other persons in the ground.

17. Nothing in these byelaws shall prejudice or affect any estate, right, power, privilege, authority or exemption of the Duchy of Cornwall or possessor for the time being of the Duchy of Cornwall.

18. Every person who shall offend against any of these byelaws shall be liable on summary conviction to a fine not exceeding level two on the standard scale.

19. Any person offending against any of these byelaws may be removed from the pleasure ground by any officer of the Council, or any constable.

Repeal of byelaws

20. Byelaws numbered 1 to 14 and 16 to 18 inclusive of the byelaws made by the former Dorchester Borough Council on 7th March, 1899 and confirmed by the Local Government Board on 6th May, 1899 relating to the pleasure grounds and public walks are hereby repealed.

SCHEDULE

Pleasure Grounds, Public Walks and Open Spaces in the Town of Dorchester

Section 164, Public Health Act 1875

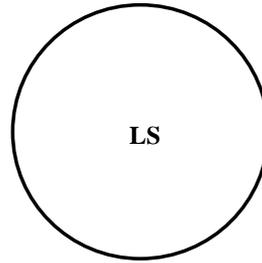
1. Borough Gardens Play Area, Cornwall Road
2. Borough Gardens, Cornwall Road (excluding the play area referred to above)
3. Maiden Castle Road Play Area
4. Maud Road Play Area
5. St. George's Churchyard, Fordington (part)
6. Weymouth Avenue Recreation Ground
7. Sandringham Sports Centre
8. King's Road Play Area
9. King's Road Recreation Ground (excluding the Play Area referred to above)
10. Salisbury Field Play Area
11. Salisbury Field (excluding the Play Area referred to above)
12. Fordington Green
13. Elizabeth Place Play Area
14. Mellstock Avenue Play Area
15. Rampart Walk Amenity Area

16. Syward Close Play Area
17. Wessex Road Play Area
18. Frome Terrace Green
19. Bowling Alley Walk - between its junctions with Cornwall Road and Trinity Street.
20. Colliton Walk - between its junctions with Glyde Path Road and The Grove.
- between its junction with Northernhay and High West Street.
21. River Walk - between its junctions with London Road and Northernhay
together with the wildlife area adjacent.
22. Salisbury Walk - from Gallows Hill to its junction with Salisbury Street.
23. West Walk - between its junctions with Bowling Alley Walk and High West
Street
24. Gallows Hill

Sections 12 and 15, Open Spaces Act 1906

25. King's Park Play Area
26. South Walk - between its junctions with South Street and Icen Way.

THE COMMON SEAL of the
DORCHESTER TOWN COUNCIL
was hereunto affixed on the day of in
the presence of



Mayor

Town Clerk

The foregoing byelaws are hereby confirmed by the Secretary of State and shall come into operation on the 18th day of May, 1992.

Signed by authority of the Secretary of State

(Signed) R.J. Fries

An Assistant Under-Secretary of State

Home Office

London SW1

Appendix H Byelaws – Consumption of Intoxicating Liquor in Designated Places

Byelaws made by the Dorchester Town Council under section 164 of the Public Health Act 1875 with regard to public walks, pleasure grounds and open spaces.

Interpretation

1. In these byelaws:

 “the Council” means the Dorchester Town Council;

 “designated place” means any place specified in the Schedule;

 “intoxicating liquor” means spirits, wine, beer, cider, and any other fermented, distilled or spirituous liquor with an alcohol content exceeding 0.5% by volume;

Extent

2. (1) These byelaws apply to all designated places.

(2) Notice of the effect of these byelaws shall be given by signs placed in such positions as the Council may consider adequate to inform persons using designated places.

Consumption of Intoxicating Liquor in Designated Places

3. Any person who consumes intoxicating liquor in a designated place after being warned by a constable not to do so shall be guilty of an offence.

Penalty

4. Any person offending against byelaw 3 shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Schedule

Pleasure Grounds, Public Walks and Open Spaces in the Town of Dorchester

1. Borough Gardens, Cornwall Road.

2. Bowling Alley Walk – between its junctions with Cornwall Road and Trinity Street.
3. West Walk – between its junctions with Bowling Alley Walk and High West Street.

The **COMMON SEAL** of
the **DORCHESTER TOWN**
COUNCIL

was hereunto affixed on 3rd May,

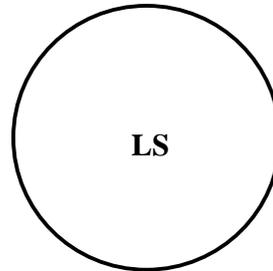
2001 in the presence of:-

(Signed) Stella Jones

Mayor

(Signed) Dennis Holmes

Town Clerk



The foregoing byelaws are hereby confirmed by the Secretary of State and shall come into operation on the sixteenth day of July 2001

Signed by authority of the Secretary of State

(Signed) T.K. Cobley

Head of Unit

Constitutional and Community Policy Directorate

15 June 2001
Home Office
LONDON, SW1

Appendix I Job Description - Compliance Manager

Main Objective of Post

To ensure the effective management of the Council's Outdoor Services employees on a day-to-day basis, in line with good management practice, providing high quality recreational, horticultural, arboricultural and leisure facilities, and to ensure the requirements of all grounds maintenance and other contracts and specifications in connection with the routine maintenance of the various areas for which the Council is responsible are met.

Main Accountabilities

1. To ensure that all the requirements of the Contract Documents are met and all work undertaken, whether by the Council's direct employees or by outside contractors, meets the Contract Standard as defined within the Specification and that all staff are trained, knowledgeable and competent to undertake their duties.
2. To assist the Town Clerk and the Deputy Town Clerk in the overall management and development of the parks and open spaces services including maintaining day-to-day supervision of staff employed, attending such meetings as may be required and reporting in such form and in such manner as the Council may direct.
3. To ensure that the highest levels of horticultural and arboricultural standards are provided and maintained.
4. To develop work programmes for all horticultural, sports, recreational and cemetery management work in the section and to assess the staff required if the work is to be carried out in-house or to prepare the necessary contract documents to enable tenders to be sought if the work is to be exposed to competition and to ensure that the work programmes are implemented and adhered to.
5. To prioritise work programmes and to allocate work to appropriate staff, to monitor their performance and ensure that productive output is achieved.
6. To ensure that the collection, accounting and banking of all fees and charges is carried out in accordance with set procedures.
7. To maintain close contact with the Town Clerk and/or the Deputy Town Clerk and to provide weekly reports relating to all matters concerning the operation of the Council's parks, gardens and open spaces.
8. To ensure that all the requirements of the Council (and of any contract specification where applicable) are met, including but not limited to the inspection

of the sites and facilities, identifying damage and defects and arranging for remedial works to be carried out.

9. To ensure the availability of all necessary horticultural materials, tools, plant and equipment, plants, trees, shrubs, bulbs and other horticultural sundries required for the efficient operation of the parks, gardens and open spaces in-house staff.
10. To arrange for all buildings, structures and other facilities to be inspected and maintained and repaired where necessary and to ensure compliance with all relevant legislation including, but not limited to, fire safety and emergency procedures and matters arising under the Control of Substances Hazardous to Health Regulations.
11. To ensure that the approved regime for the minimisation of risks arising from legionella is properly and diligently applied in accordance with the recommendations of the specialist consultant.
12. To ensure that all the Council's outdoor staff are aware of their responsibilities relating to all relevant employment legislation and the Council's employment policies and procedures, ensuring that appropriate protective clothing is provided for the staff, investigating and reporting incidents, dangerous occurrences and accidents in accordance with set procedures, and that sufficient levels of certified first aiders are maintained in the workforce.
13. To carry out personally regular Health and Safety checks and to ensure that the requirements of the Council's safety policy and the relevant legislation are adhered to.
14. To ensure that sufficient staff are on duty to meet the Council's requirements ensuring that the staff are aware of and understand the byelaws and regulations and are at all times polite, civil and courteous in their contact with the public.
15. To deal with enquiries from the public and to offer help guidance and assistance to them as requested.
16. To assist in the recruitment, selection, induction and training of staff and to identify ongoing training needs.
17. To continually assess vehicle and plant needs, ensuring that any defects are reported and rectified and to ensure that inspections are made upon return to ensure that the repairs and maintenance has been carried out and to ensure their safe use and security.
18. To train in-house staff practically on site and in training sessions in all aspects of the Council's requirements.

19. To assist the organisers in the preparation of events and to be actively involved in the supervision of the events ensuring that the organiser complies with the Council's requirements.
20. To ensure that accurate records of staff attendance, sickness, annual leave etc. are maintained and that they are monitored regularly for any necessary action to be taken. Ensuring the provision of completed time sheets and such other documentation as may be required for management purposes.
21. To actively promote the Council's equality policy both in service delivery and employment practice by ensuring that all staff are fully aware of and meet their responsibilities under them. To ensure so far as possible that no outside contractor pursues employment or other practices which conflict with the Council's policies.
22. To chair investigations, disciplinary, and grievance hearings and where appropriate to present management's case.
23. In conjunction with the Town Clerk and/or the Deputy Town Clerk to meet with trade union representatives and to consult and negotiate with the trade unions in accordance with the Council's industrial relations policies.
24. The duties may change from time to time in accordance with the changing needs and demands of the service.

Appendix j Job Description – Operational Supervisor (part time) Borough Gardens

Main Objective of Post

Under the direction of the Town Clerk, Deputy Town Clerk and/or the Compliance Manager to ensure the delivery of a high quality of horticultural, arboricultural and amenity maintenance in the Borough Gardens including hands-on activity and the training, organisation and supervision of the Head Gardener and any other members of staff employed in connection with their care whether on a dedicated basis or by diversion from other areas of the Council's parks, gardens and open spaces service.

Main Accountabilities

1. To supervise and manage on a daily basis those members of staff employed in connection with the care of the Borough Gardens (including volunteers, disabled work placements etc) including all administrative and clerical work that might arise.
2. In conjunction with the Compliance Manager to be responsible for the overall management of the Borough Gardens including designing and implementing seasonal planting schemes, ensuring the use of good horticultural and arboricultural practices and ensuring the availability and safe and secure storage and usage (where appropriate in accordance with regulations) of necessary stocks of seeds, bulbs, plants, horticultural sundries including pesticides, weedkillers, etc., tools and equipment including where appropriate accounting for their return in good condition and arranging for any necessary maintenance to be carried out and identifying when existing equipment is about to become obsolete or identifying additional equipment which would facilitate the continuing high maintenance standard of the Gardens.
3. To ensure and assist in the general propagation of plants as required by the Council, and the provision of floral decorations as and when necessary.
4. To assist in the recruitment and selection of gardening staff, to identify the training needs of such staff and to ensure that these requirements are made known to the Compliance Manager.
5. To be responsible for the running of training courses for staff and to instruct and train staff on the issues affecting the successful maintenance of the Borough Gardens and to take responsibility for all health and safety matters within the Gardens, whether affecting members of staff or other users of them.
6. To assist in the identification of the career development needs of staff and provide career development training where appropriate.
7. To apply and develop programmes of work for the maintenance of the Borough Gardens, to prioritise them and to allocate the work to available staff, to monitor their performance and ensure that productive output is achieved whilst undertaking work in

the Borough Gardens.

8. To assist with the collection, safe-keeping, accounting and banking of monies received in connection with the use of the Gardens.
9. To report to the Compliance Manager any repair or maintenance works required to any of the buildings or structures (including paths and play equipment) located within the Gardens.
10. To ensure that staff employed in the Gardens are aware of the byelaws covering activities within them and to ensure that staff are polite, civil and courteous in their dealings with the public.
11. To implement the Management and Maintenance Plan for the Gardens and in consultation with the Compliance Manager ensure that it is reviewed and updated regularly.
12. Where appropriate to give talks to organisations and groups on the maintenance of the Borough Gardens and to act as the principal point of liaison with the Friends of the Borough Gardens, including everything reasonably possible to encourage, promote and support their activities.
13. To make arrangements to facilitate and support the organisers of the various entertainment events held in the Gardens.
14. To liaise with and supervise the work of any outside contractors undertaking work within the Gardens.
15. To take an active part in the implementation of the Council's Personal Achievement and Development Scheme or such other appraisal scheme as may be introduced.
16. To complete such paperwork, timesheets, etc. as may reasonably be required by the Council.
17. These duties may be altered from time to time in accordance with the changing demands of the service.

Appendix K Job Description - Head Gardener Borough Gardens

Main Objective of Post

To ensure the delivery of a high quality of horticultural, arboricultural and amenity maintenance in the Borough Gardens including hands-on activity and the training, organisation and supervision of other members of staff employed in connection with their care whether on a dedicated basis or by diversion from other areas of the Council's parks, gardens and open spaces service.

Main Accountabilities

1. To assist the Compliance Manager and the Operations Supervisor in the overall management of the Borough Gardens including designing and implementing seasonal planting schemes, ensuring the use of good horticultural and arboricultural practices and ensuring the availability of necessary stocks of seeds, bulbs, plants, horticultural sundries, tools and equipment including where appropriate accounting for their return in good condition and arranging for any necessary maintenance to be carried out.
2. To assist in the recruitment and selection of gardening staff, to identify the training needs of such staff and to ensure that these requirements are made known to the Compliance Manager.
3. To assist in the running of training courses for staff and to instruct and train staff on the issues affecting the successful maintenance of the Borough Gardens.
4. To apply and develop programmes of work for the maintenance of the Borough Gardens, to prioritise them and to allocate the work to available staff, to monitor their performance and ensure that productive output is achieved whilst undertaking work in the Borough Gardens.
5. To assist with the collection, safe-keeping, accounting and banking of monies received in connection with the use of the Gardens.
6. To report to the Compliance Manager any repair or maintenance works required to any of the buildings or structures (including paths and play equipment) located within the Gardens.
7. To ensure that staff employed in the Gardens are aware of the byelaws covering activities within them and to ensure that staff are polite, civil and courteous in their dealings with the public.
8. To give talks to organisations and groups on the maintenance of the Borough Gardens.

9. To make arrangements to facilitate and support the organisers of the various entertainment events held in the Gardens.
10. To liaise with and supervise the work of any outside contractors undertaking work within the Gardens.
11. These duties may be altered from time to time in accordance with the changing demands of the service.

Appendix L Job Description – Gardener/Labourer Borough Gardens

1. The maintenance, protection and upkeep of all the Council's pleasure and recreation grounds, play areas, public open spaces and the Walks.
2. To assist in the planting and maintenance of all trees, shrubs, flower beds and borders, wherever situated in the Town.
3. To assist in the general propagation of plants as required and the provision of floral decorations as and when necessary.
4. To assist in the general repair of buildings, seats, greenhouses, fences and hedges, together with any rough painting required.
5. To assist as necessary with the installation of playground equipment and playground safety surfacing.
6. To assist in the receiving of monies and the issuing of receipts in connection with the booking of the tennis courts..
7. To keep and maintain in good and clean condition all plant, tools and equipment belonging to the Council, together with all fixtures and furniture provided in the mess room.
8. To act under the direction of the Compliance Manager/Operations Supervisor and to carry out all duties, whether or not specifically set out herein, as may be required from time to time.
9. To complete such paperwork, timesheets etc., as may reasonably be required by the Council.

Appendix M Job Description - Labourer (Part-Time) Borough Gardens

1. To assist in the maintenance, protection and upkeep of the Borough Gardens.

2. If requested to assist in the planting and maintenance of trees, shrubs, flower beds and borders within the Borough Gardens.

3. If requested to assist in the general propagation of plants as required and the provision of floral decorations as and when necessary.

4. To keep and maintain in good and clean condition all plant, tools and equipment belonging to the Council, together with all fixtures and furniture provided in the mess room.

5. To act under the direction of the Compliance Manager/Operations Supervisor and to carry out all duties, whether or not specifically set out herein, as may be required from time to time.

6. To complete such paperwork, timesheets etc, as may reasonably be required by the Council.

Appendix N Job Description - Park Keeper

1. To receive the payment and issue receipts in connection with the booking of the tennis courts, to assist with setting up for events as required.
2. To maintain good order throughout the Borough Gardens as laid down in the Bye-Laws.
3. To keep and maintain in good and clean condition all fixtures and furniture provided in the mess room.
4. To make written reports to the Compliance Manager or his Deputy on all incidents relating to Health and Safety that occur during the time on duty.
5. To check the Borough Gardens before locking up to ascertain that no members of the public are still inside.
6. To act under the direction of the Compliance Manager and/or his Deputy and to carry out all duties, whether or not specifically set out herein, as may be required from time to time.
7. To complete such paperwork, timesheets etc., as may reasonably be required by the Council.

Some of the free events happening in 2013

Keep me - you might need me!

Saturday & Sunday 4 & 5 May - Dorchester Town Youth Football Tournament - Sandringham Sports Centre

Wednesday 8 May - Time For Peace - 12 noon - Borough Gardens

Sunday 19 May - Race For Life - 11am - Kingston Maurward. For more information visit raceforlife.cancerresearchuk.org/choose-your-event/dorchester.html

Sunday 19 May - Churches Together Pentecost Service - 11.30pm - 12.30pm - Borough Gardens

Sunday 19 May - Durnovaria Silver Band - 2.30pm - Borough Gardens

Sunday 26 May - Dorchester Town FC Community Fun Day - 10am - 7pm - The Great Field

Monday 27 May - Zoe Schwarz Blue Commotion - 2.30pm - Borough Gardens

Friday 31 May - Gypsy and Traveller Event - 12 noon - 4pm - Borough Gardens

Saturday 1 June - Thomas Hardy Birthday Celebration - 5.30pm - Colliton Walk

Sunday 2 June - Cornucopia - 2.30pm - Borough Gardens

Thursday 6 June - D-Day Commemoration - 11am - The Keep Military Museum

Saturday 8 June - Forever Sun Minifest - A Mini Music Festival - 11am - 5pm - Borough Gardens

Sunday 9 June - Sylva - 2.30pm - Borough Gardens

Friday 14 June - Carnival Party In The Park - 6pm - Borough Gardens

Saturday 15 June - Dorchester Carnival - for more information visit www.dorchesterfestival.co.uk

Saturday 15 June - Brass Monkeys - 7pm - Borough Gardens

Sunday 23 June - Teddy Bears Picnic - 12 noon - 4pm - Borough Gardens

Sunday 30 June - JiggeryPipery - 2.30pm - Borough Gardens

Saturday 6 July - Armed Forces Day Commemoration 1.30pm - March from North Square to Borough Gardens via South Street

2pm - Commemoration Service - Borough Gardens

2.45pm - Musical Entertainment with Wessex Military Band and Dorchester Big Band

Sunday 7 July - Swingtime In The Gardens featuring Purbeck Big Band and other jazz musicians - 12 noon - 5pm - Borough Gardens

Thursday 11 July - Thomas Hardy School Concert Wind Band and Big Band - 4.30pm - Borough Gardens

Sunday 14 July - Durnovaria Silver Band - Bandstand Marathon - 2.30pm - Borough Gardens

Saturday 20 July - The Andy Grant Trio - 3.00pm - Borough Gardens (a Friends of the Borough Gardens event)

Sunday 21 July - Outsiders - 2.30pm - Borough Gardens

Wednesday 24 July - A Celebration of Love Parks Week - 10am - 4pm - Borough Gardens

Saturday 27 July - The Cosmic Chipmunks - 2.30pm - Borough Gardens

Sunday 28 July - One World Festival - 11am - 4pm - King's Road Playing Field

Sunday 4 August - Weymouth Concert Brass - 2.30pm - Borough Gardens

Sunday 11 August - A Help A Friend fundraiser - 12 noon - 7pm - Borough Gardens

Saturday 17 August - World Environment Fun Day - 11am - 2pm - Borough Gardens (organised by the Churches Ecology Group)

Sunday 18 August - Outrage - 2.30pm - Borough Gardens

Saturday 24 August - ANONYMOUS 13 - Dorchester's Youth Festival - 12 noon - 9pm - Maumbury Rings

Sunday 25 August - Dorchester Love Parade - 1pm - 9pm - Maumbury Rings

Monday 26 August - Music in Maumbury Rings - 1.30pm - 10pm featuring (in alphabetical order) - Amy Mayes Band
Galeforce 4
Purbeck Big Band
Red Rooster
Supa Tight
The Curst Sons

Wednesday 23 October - Commemoration of the North West Frontier Campaign - 11am - Tirah Memorial, Borough Gardens

Sunday 10 November - Remembrance Day Parade and Service - 10.30am - War Memorial, South Walks

Sunday 10 November - Commemoration at Memorial to German Prisoners of War - 2.30pm - Fordington Cemetery

Monday 11 November - Armistice Day

Commemoration - 11am - War Memorial, South Walks

Thursday 5 December - Christmas Cracker - 6pm - 9pm - Town Centre