

Dorchester Town Council

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6 July 2016

Agenda for the meeting of the **Management Committee** which will be held in the **Council Chamber, Municipal Buildings, Dorchester** on **Tuesday 12 July 2016** at **7.00pm**.

Adrian Stuart
Town Clerk

Public Speaking at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. If you wish to speak please ask the Chairman before the meeting starts. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably possible.

Member Code of Conduct: Declaration of Interests

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

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

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

Membership of the Committee

Councillors C. Biggs, A. Canning, G. Duke, J. Hewitt, S. Jones, F. Kent-Ledger, T. Loakes, A. Lyall, R. Potter, M. Rennie, K. Rice, D. Taylor, and The Mayor ex-officio.

1. Apologies

2. Minutes

To read, confirm and sign the Minutes of the meeting of the Committee held on 10 May 2016 (adopted by Council on 24 May 2016). A copy of the Minutes can be found at www.dorchester-tc.gov.uk/Committees/Management/Minutes.

3. Community Activities Panel

To receive and consider the Minutes of the Community Activities Panel held on 1 June 2016 (copy enclosed).

4. Lubbecke Way / Red Cow Farm – Mill Stream - In River Enhancement Scheme

To consider proposals from the Dorset Wildlife Trust for some in river enhancement works in the area of Lubbecke Way and Red Cow Farm. The Conservation Officer from the Dorset Wildlife Trust – Jacob Drew, will be in attendance at the meeting to respond to any questions Members may have on the proposal (plans enclosed).

5. Management Arrangements

To receive the updated works programme for parks, gardens and open spaces (enclosed).

6. Projects Update 2016-17

To consider a report by the Deputy Town Clerk (enclosed).

7. Borough Gardens – New Tennis Courts

To consider a report by the Deputy Town Clerk (enclosed).

8. Borough Gardens – Marie Curie Area of Tranquillity

To consider a report by the Deputy Town Clerk (enclosed).

9. Football Pitch Allocation

To consider a report by the Deputy Town Clerk (enclosed).

10. Dorchester Disabled Club

To consider a request for a grant from Dorchester Disabled Club (enclosed).

11. A National Memorial to The County Infantry Regiments of Devon and Dorset

To consider contributing towards a memorial to the county regiments of Devon and Dorset at the National Memorial Arboretum near Lichfield (correspondence enclosed).

12. Cemetery Matters

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

To note the grants of Exclusive Rights of Burial issued and the number of interments, burials of ashes and uses of the South Chapel at Dorchester Cemetery since the last meeting of the Committee (enclosed).

(b) Headstones and Inscriptions

To confirm the action taken by the Town Clerk in approving applications for the design of headstones and inscriptions received since the last meeting of the Committee. The Register of Memorials will be available to view at the meeting.

13. Monitoring Reports

To consider the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House monitoring report (enclosed) and the Municipal Buildings maintenance report (enclosed).

14. Dorchester Arts

To receive the notes of a meeting of Dorchester Arts Trading Board and Town Council representatives held on 20 June 2016 (enclosed).

15. Urgent Items

To consider any other items that the Chairman or Town Clerk decides are urgent.

Dorchester Town Council

Community Activities Panel

1 June 2016

Present: Councillors C. Biggs, T Harries, S. Jones, F. Kent-Ledger, T. Lyall, M.E. Rennie (Chairman) and D. Taylor.

In attendance: Councillor J. Hewitt, Sam Wood (Dorchester Arts).

Apology: Councillor K. Rice.

1. Queen Elizabeth II 90th Birthday Celebrations

The Panel had before it an itinerary for the Picnic Style Street Party to Celebrate Queen Elizabeth II's 90th Birthday to be held at the Borough Gardens on Sunday, 12 June 2016. The Clerk to the Panel confirmed to Members that the final preparations were underway, that plenty of signage for the various attractions would be placed in the Borough Gardens on the day and that extra bins had been ordered. The Panel noted that former Town Councillor and Mayor, Leslie Phillips would be creating a display of commemorative china in the Borough Gardens House prior to the event. Members heard from Sam Wood of Dorchester Arts that a large bar would be available on the day and that it would be well stocked. Members were concerned about staffing arrangements for the event and reiterated the need for extra staff for the bar. The Panel heard that the event had been well promoted on Facebook and that a good number of Members had volunteered to help on the day.

2. WW1 Commemorations

The Panel heard that arrangements for the Kut Day and Battle of the Somme themed event to be held in the Corn Exchange on Tuesday, 26 July were well underway. Members requested that the Clerk to the Panel invite a number of different organisations and faith groups from the town to have an involvement in the event. The Panel requested that activities for children be included in the event.

Recommended

(1) That a number of different organisations and faith groups be invited to have an involvement.

(2) That activities for children be provided at the event.

3. Applications for Financial Assistance

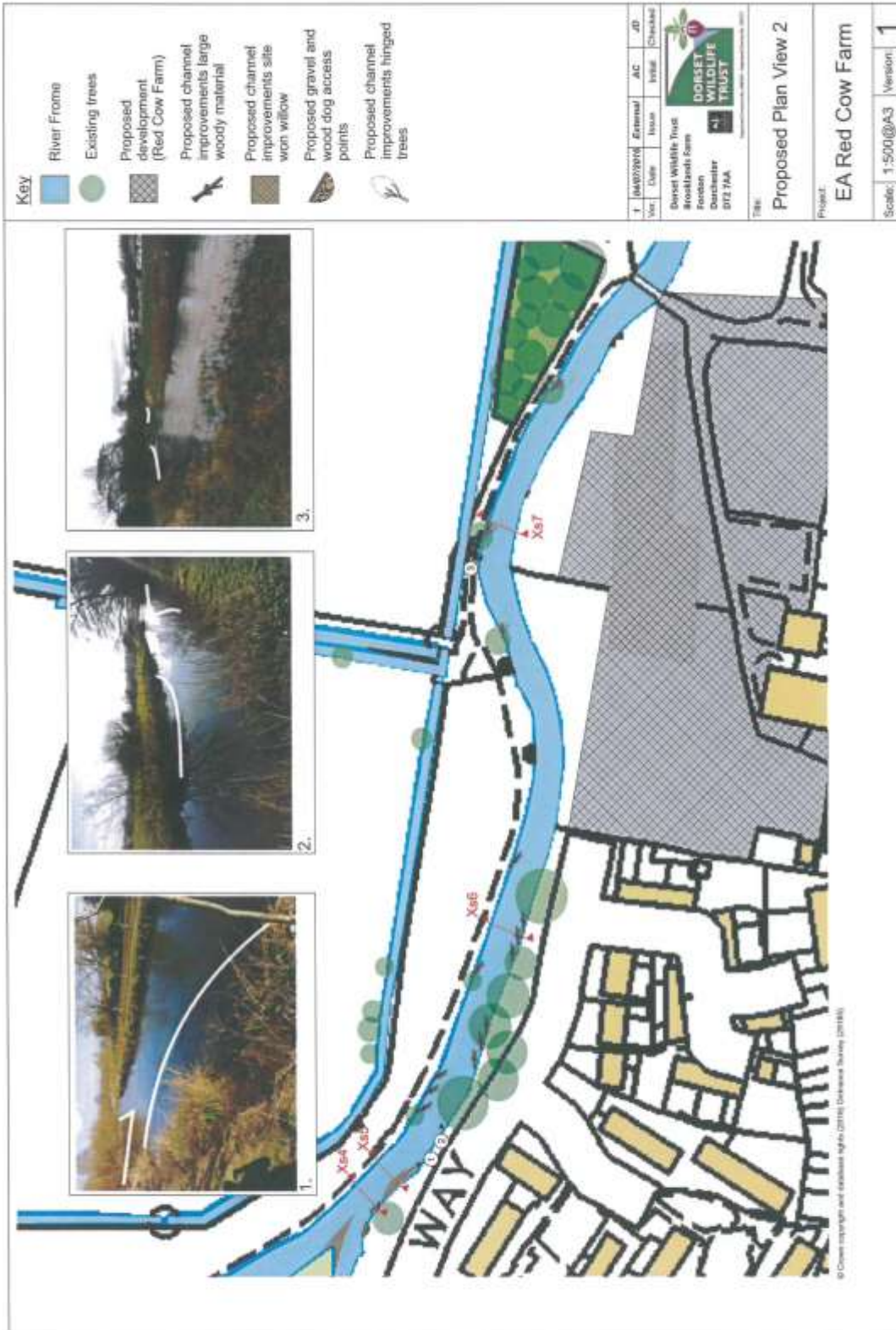
The Panel considered grant applications which had been received.

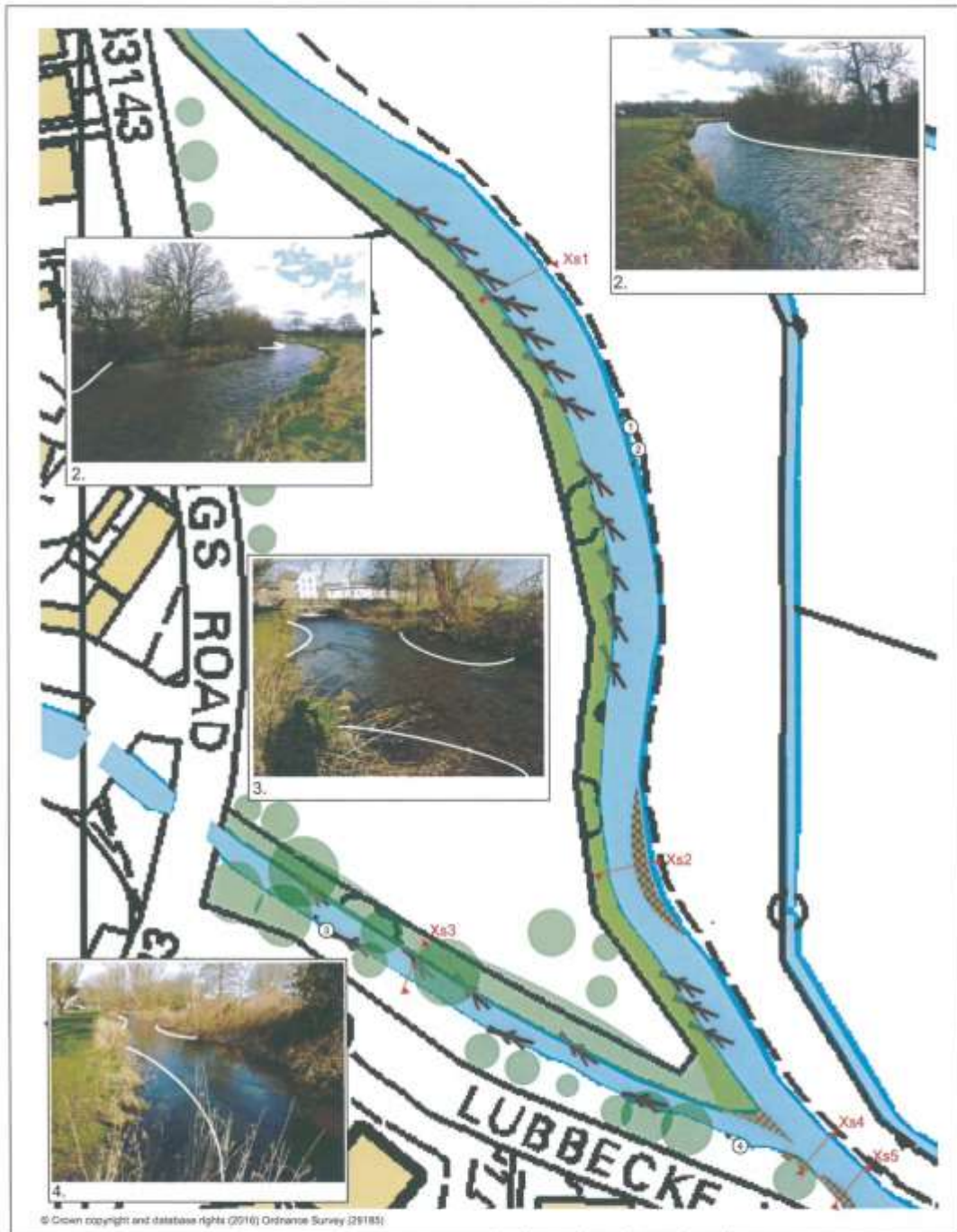
Recommended

(1) That the application from the Dorset Food and Arts Festival be approved and that £250 be awarded to help with the costs for the Children's Activities that would be provided at the Festival. Members requested that a note be sent to the organisers requesting that when planning future events that consideration be given to other events that would be taking place in the Town when selecting a date.

(2) That a grant of £500 be awarded to Landance CIC for dance workshops for young people to be held in Dorchester in the Summer Holidays.

IN-RIVER ENHANCEMENTS – LUBBECKE WAY / RED COW FARM





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Key

- River Frome
- Existing trees
- Proposed channel improvements large woody material
- Proposed channel improvements site won willow

Ver.	Date	Issue	Initial	Checked
1	04/07/2016	External	AC	JD

Dorset Wildlife Trust
Brooklands Farm
Forston
Dorchester
DT2 7AA



Title: Proposed Plan View 1

Project: EA Red Cow Farm

Scale: 1:1000@A3 Version: 1

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 12 JULY 2016

OUTDOOR SERVICES UPDATE REPORT – EARLY SUMMER 2016

1. The early summer period has seen change and success within the outdoor services team. As councillors are already aware, thanks to previous reports, a lot of ongoing maintenance is now in full swing being carried out by the various members of your team, these include grass cutting, litter collection, planting of bedding in the gardens, shrub bed maintenance, sportsfield repair and pitch preparation to mention but a few.
2. The cold nights in early spring held the grass growth back until quite late in the season this year, when the warmth finally arrived the grass responded and has been growing very quickly ever since, this has put pressure on the grass cutting team but they have managed to stay on top of it in the main. The hopeful arrival of some drier weather and the natural inclination of grass growth to slow when it goes to seed should see the grass being kept at a lower height in the coming weeks.
3. The gardens staff have been working hard changing the old “winter” bedding and replacing it with “summer” bedding to bring a splash of colour to the grass areas, interesting and eye catching bed designs this year include variegated Geraniums, Coleus and Chlorophytum which is more commonly known as the spider plant and is familiar to many as a very robust house plant.
4. Traditional carpet bedding displays have been planted now, the organisations represented being, Ridgeway Radio, Dorchester Disabled Club and the Cub Scouts. This year there was also an additional bed celebrating the Queen’s 90th birthday. Sadly some minor vandalism has occurred to these but the gardens staff have quickly repaired that to maintain the display.
5. Although there appears to be little sign of a heatwave, the gardens are ready for one as the borehole has now been completed and is working well which means we are now largely independent of the mains supply.
6. Away from the gardens the staff have just cut and raked the grass at Maumbury rings, this is part of a maintenance regime that will in time see a wildflower rich chalk land grass develop on this important site. Previous years efforts have already been rewarded with weaker grass growth and increased numbers of wildflowers such as various clovers, ladies bedstraw and salad burnett which in turn provide food and habitat for a variety of insects, butterflies and moths. The other added benefit of this maintenance sees the rings in visually better condition when the annual music event comes around later in the summer.
7. Cricket is well underway at Weymouth Avenue with quality grass pitches being prepared by the staff centred there, in addition to this the goal mouths from the last football season have been seeded and are growing in nicely in preparation for the start of soccer in late summer.

8. Finally there is cause to celebrate as two apprentices have just passed national competency tests in the use of Strimmers, pedestrian operated grass cutting machines and ride on mowers. The gaining of these qualifications will position the apprentices well within the industry and will be an invaluable aid to them securing further employment, the provision of such opportunities to young people is invaluable to maintaining a flow of skills into the wider horticultural industry and is something of which members and staff alike should be proud to facilitate.

Carl Dallison
Outdoor Services Manager

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 12 JULY 2016

2016-17 - PROJECTS UPDATE

The Council's budget for 2016-17 was agreed at the January cycle of meetings which enabled the Council to move forward with a number of projects previously discussed. This report updates Members on those projects which are within the Committee's remit. It should be noted that these are standalone projects to be undertaken this year, regular work patterns, commitments and events will also need to be undertaken.

Project	Update
Borough Gardens Tennis Courts	Project underway – see separate report. Grass free lawn to be relocated just prior to work on the new courts commencing.
Borough Gardens Borehole	Completed – the new borehole now supplies the majority of the water in the Gardens. Interestingly the Wessex Water Inspector had inspected the Council's water supplies just prior to the borehole work being undertaken and served a notice of work both at the Gardens and Weymouth Avenue Recreation Ground. Significant savings have been made by not undertaking the work at the Gardens as it is not required with a private supply. The cost of undertaking the work at Weymouth Avenue Recreation Ground was just under £2,000.
Borough Gardens Clock	Re-paint scheduled for prior to summer holiday 2017.
Borough Gardens Bandstand	Completed.
Picnic tables and shield beds	Picnic tables purchased. Funding was also set aside to 'build up' one side of the shield beds so as to enable them to be seen more clearly. Following the success of the Queen's 90th bed consideration will instead be given to relocating the shield beds to the opposite side of the gardens which is naturally banked – a further report on this matter will be presented to the Committee in September 2016.
Skatepark Additions	Completed.
New Outdoor Services Manager	Successfully appointed the new Outdoor Services Manager.
Walks Refurbishment	West Walks and Bowling Alley Walks completed.
Dorchester Cricket Club	2016 season going well so far. The club is managing the evening and weekend bookings of the pavilion, has created a bar area and will soon be creating a patio area outside. End of season progress report to be made to the September or November cycle of meetings.
Digital Mapping	Cemetery aspect - registers photographed and transcribed, digital maps created, database built, project originally due to be complete May 2016. Poundbury Cemetery largely

	<p>completed, Weymouth Avenue Cemetery being data checked, Fordington Cemetery underway. Revised completion date September 2016.</p> <p>Additional data sets to be mapped – scheduled for discussion with newly appointed Outdoor Services Manager with work to commence after the summer holidays 2016.</p>
Events	<p>Queens 90th Birthday</p> <p>Salisbury Fields Beacon Lighting – 21 April 2016 – successfully completed.</p> <p>Street Party in the Gardens 12 June 2016 – successfully completed.</p> <p>WW1 KUT Day – 26 July 2016 and Civic Service – being organised.</p>
Riverside Local Nature Reserve – replacement of wooden part of the boardwalk	<p>Working with Friends of the Riverside Reserve to replace the wooden boardwalk – grant funding received together with a contribution from local County Councillors – materials ordered – work was originally scheduled for July 2016 as required by the grant giver – this deadline has been extended due to the grant only recently being finalised, the work will now be carried out towards the end of the year.</p>
Climbing Boulders	<p>To discuss with the Duchy of Cornwall regarding potential funding and location at the Great Field. Awaiting meeting.</p> <p>Policy Committee agreed funding in May 2016 for a climbing boulder in the Gardens – discussion now underway with contractor.</p>
Syward Close Play Area	<p>Play area and equipment reviewed with local Member. Options for some new play provision for younger children being drawn up with a play provider – report to September meeting.</p>
New Sports Arena in the area of Mountain Ash Road.	<p>Still awaiting outcome of Sport Pitch and Cultural Facilities Audit report being prepared by West Dorset District Council.</p>
New allotment handover Red Cow Farm	<p>Report to last meeting of the Committee approved a new style of allotment garden for this site with a head lease being given to Transition Town Dorchester who would then manage the site. On site facilities to be provided by the Duchy of Cornwall.</p>
Municipal Buildings Condition Survey	<p>Policy Committee agreed funding in May 2016 for a full building survey including CAD drawings. Instruction given to John Stark and Crickmay work due to be undertaken over the summer.</p>

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 12 JULY 2016

BOROUGH GARDENS NEW TENNIS COURTS

1. Members have previously agreed to the building of two new tennis courts on the old bowling green in the Borough Gardens. Once completed the two courts outside of the Gardens will be taken out of use.
2. Attached to this report for consideration are draft plans for the new tennis courts.
3. At the May 2016 meeting it was agreed that direct access should only be included if there was evidence of regular play past 9.00pm on existing courts 3 and 4, if there was not then the additional cost of enabling this to happen in the future was not justified.
4. The number of entries into courts 3 and 4 last year between 8.00pm and 10.00pm were as follows:-

	8.00pm		9.00pm	
Month	Court 3	Court 4	Court 3	Court 4
June	4	3	0	0
July	5	3	2	2
August	3	0	0	0

5. Given the minimal use and the Committee's previous decision the design attached does not allow direct access to the courts once the Gardens are closed meaning that it will not be possible to play tennis past 9.00pm.
6. If Members are agreeable to the draft plans an instruction will be given to John, Stark and Crickmay to seek the necessary approvals and then go to tender over the summer with the Committee approving the contractor at its September meeting. The contract would then be let with the work starting as soon as possible.
7. With regard to the tender list, the Lawn Tennis Association strongly recommend that only SAPCA (Sports and Play Construction Association) members be included and it is proposed to follow that advice. Being a SAPCA member signifies professional competence and performance.
8. The Committee is asked to agree the proposed design for the new courts noting that there will not be direct access to any courts when the Gardens are closed and to also agree that a suitable number of contractors be invited to tender from the SAPCA approved list.

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 12 JULY 2016

BOROUGH GARDENS – MARIE CURIE AREA OF TRANQUILLITY

1. We have received an approach from the fundraising Chairman of the local branch of Marie Curie who wishes to create a small memorial garden with a plaque for Marie Curie in the town. The 'garden' would be a tranquil area for relatives to attend to have a connection with lost ones.
2. The garden would be of daffodils which would be supplied by Goulds Garden Centre and sold for the benefit of Marie Curie – this would be done annually and the variety of daffodils on offer would vary with the aim of extending the growing period over several months.
3. The fundraising Chairman has approached the Council with a request that garden be created in the Borough Gardens and has suggested the triangle of grass that you see as you walk into the Gardens from Prince's Street – the area which recently saw the felling of the large Beech tree.
4. The Council has recently received the result of the Green Flag assessment (the result of which is embargoed until 21 July) and a part of the feedback was that the area just further into the Gardens from that triangle would benefit from a more intensive planting of daffodils. At the same time it might be beneficial to open up the bench which sits between the two areas so that you have a nice vista of the daffodils, fountain etc.
5. It would seem sensible to offer the area identified by the Green Flag judge as the memorial garden particularly if the bench is opened up as it this will also provide a lovely area to sit.
6. Members are asked to consider whether they wish to have such an area in the Gardens and if so, where it should be located.

Steve Newman
Deputy Town Clerk



DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 12 JULY 2016

FOOTBALL PITCH ALLOCATION IN DORCHESTER (not just Town Council)

1. Demand for 2016-17

Adult pitches – 11 teams

Senior Youth pitches (adult size smaller goals) – 4 teams

Junior Youth pitches (9v9, smaller size pitch, smaller goals) – 6 teams

Mini pitches (7v7) – 5 teams

5v5 – 2 teams (always play on 3G)

2. Availability of Pitches

Adult – 9 (6 at 1610/THS, 1 at St Osmund's School, 1 at Sandringham Sports Centre, 1 at Weymouth Avenue Recreation Ground).

Senior Youth – 1 (1 at Sandringham Sports Centre)

Junior Youth – 3 (2 at The Great Field, 1 at the Weymouth Avenue Recreation Ground)

Mini – 2 (1 at Weymouth Avenue Recreation Ground , 1 at Sandringham Sports Centre)

5v5 – 3G at 1610

3. Under / Over Capacity

Taking into consideration home / away matches, kick off times and day of play it is reasonable to expect two teams to share a pitch without either the team or the pitch suffering. Taking this into consideration the under / over capacity in the town for 2016-17 is:-

Adult pitches – there is an oversupply of 4 pitches

Senior Youth pitches – Sufficient (four teams playing over two days)

Junior Youth pitches – Sufficient

Mini pitches – One pitch short.

4. Considerations

At present it appears that there will be no teams regularly requiring an adult pitch from the Town Council and there is an oversupply of adult pitches in the town.

Feedback suggests that the pitches at the Great Field are the least popular.

It would be advantageous for the youth teams to have a 'base' and for as many as possible to play at the same location.

A considerable amount of time and effort is put into the pitches at the Great Field over the season and they have very little play.

5. Proposals for the 2016-17 Season

- That the Town Council reduces its supply of adult pitches by one at Sandringham Sports Centre.
- That the Town Council takes the Great Field Pitches out of use for this season (two x Junior Youth pitches).
- That the Town Council converts the adult pitch at Sandringham Sports Centre to a Junior Youth pitch.
- Thomas Hardye School has agreed to convert one of its adult pitches to a Junior Youth pitch.
- Dorchester Town Council to provide an additional mini pitch at Weymouth Avenue Recreation Ground.

6. Members are asked to agree the proposals for this coming season. It should be stressed that the proposals are for this season only and will be reviewed again for future seasons based on demand.

Steve Newman
Deputy Town Clerk

DORCHESTER DISABLED CLUB



Charity Number 1138215

Tel: 01305 263085

*43 Mellstock Ave
Dorchester
Dorset*

DT1 2BG

14th June 2016

Mr S Newman, Deputy Town Clerk,
Dorchester Town Council,
19 North Square,
Dorchester, DT1 1JF

Dear Mr Newman,

I attach herewith our grant application but I feel I can explain the situation much better by letter. As I wrote, our ethos is to get our members out of their housebound environment and to that end it is essential for us to have a well maintained adapted vehicle.

It took us thirteen years to raise £47,000 to buy a new vehicle three years ago and our intention was to replace our first bus bought in 2000 but we are lucky to have very willing volunteer drivers who make our buses available for use by Dorchester Stroke Club, Dorset Blind Assn, AgeUK, all the Magna Flats in Dorchester and Charminster and several Retirement Homes, so we decided to keep both buses so that we could continue and also to perform a regular monthly shopping service to outlying villages, Owermoigne, Broadmayne, Puddletown and Maiden Newton by bringing people into Dorchester. This is a door to door service to help people that are unable to either walk or carry shopping from the bus stop.

Unfortunately, our old bus is now leaching our savings, we have had to spend £1,400 in the last twelve months and we are fundraising hard to purchase a new vehicle which will cost us £50,000. We have raised £33,000 so far and need to raise the last £20,000 quicker than expected, which is why we are asking for a grant.

I have applied to several charities which I found on the web - one has been acknowledged and the application will be reviewed in the next three months. I have't heard from the others.

I enclose herewith our members programme together with our most recent balance sheet. Thank you for your consideration.

Yours sincerely

Irene Calcutt Hon Secretary

DORCHESTER TOWN COUNCIL

GRANT APPLICATION FORM

<p>1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i></p>	<p>DORCHESTER DISABLED CLUB</p>
<p>2. Name and address of responsible officer who should be contacted regarding this application.</p>	<p>Name IRENE CALCUTT Address 43, HELLSTOCK AVE DORCHESTER DT1 2BQ Tel. No: 01305 263085 (Mobile)</p>
<p>3. Address where activities are based.</p>	<p>DAY CARE CENTRE, ALLAND ROAD DORCHESTER</p>
<p>4. What area (community) is served?</p>	<p>DORCHESTER BUT OUR VEHICLES ARE USED FOR SURROUNDING VILLAGES.</p>
<p>5. Are there any other similar facilities or services provided in the area/district?</p>	<p>NOT TO OUR KNOWLEDGE</p>
<p>6. How does your organisation / activity benefit the residents of Dorchester</p>	<p>THE ETHOS OF THE CLUB IS TO IMPROVE THE CONDITIONS OF LIFE OF DISABLED PERSONS IN AND AROUND DORCHESTER BY PROVIDING ADVICE AND RECREATIONAL ACTIVITIES AND GETTING THEM OUT OF THEIR HOUSEBOUND ENVIRONMENT. WE MEET ON THE 1ST AND 3RD THURSDAY IN EACH MONTH FOR THESE ACTIVITIES.</p>
<p>7. Present charges/ subscription/fees. Please attach schedule if available.</p>	<p>£5 ANNUAL SUB ↓ £1 TOWARDS AMBULANCE AT EACH MEETING ↓ £1 RAFFLE + TEA. (EVERYONE BRINGS A RAFFLE PRIZE)</p>
<p>8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.</p>	<p>ANNUAL SUBS TO BE INCREASED TO £6 NEXT APRIL 2017.</p>

9.	Details of the project facilities or service to be provided and how they will benefit the community. <i>(Continue on a separate sheet if necessary.)</i>	PLEASE SEE ATTACHED LETTER.
10.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	" " " "
11.	Please give details of the cost of the project.	£ 50,000 NEW VEHICLE
12.	Please give details of other grants awarded or applied for.	BECAUSE OF THE URGENCY TO RAISE £20,000, I HAVE APPLIED FOR UNSPECIFIED AMOUNTS FROM ANNE ELLEN COOPER DEAN TRUST A.C.T. TRUST + MORRISONS BUT AM WARNED IT IS LIKELY TO BE 2/3 MONTHS BEFORE I HEAR.
13.	Amount of grant requested from Dorchester Town Council.	£1,000
14.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	
<p>15. Declaration</p> <p>✓ We declare that the information given on this application is true and complete in every respect.</p> <p>✓ We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)..... <i>Jan P. Co. W</i></p> <p>Position Held..... <i>MDN SECRETARY</i></p> <p>For and on behalf of..... <i>DORCHESTER DISABLED CLUB</i></p> <p>Date..... <i>14 JUNE 2016</i></p>		

4th February
DORCHESTER
WORTH SHOOTING ABOUT
Allstair Chisholm

18th February
WILD THYME SINGERS

3rd March
FUN QUIZ
Carolyn & Caroline

17th March
THE ROYAL YACHT
Mike Crankshaw

7th April
ANNUAL DINNER

28th April
IT SHOULDN'T HAPPEN TO A VET
Mr Fielding

5th May
ANNUAL GENERAL MEETING

19th May
MEMBER'S MEETING

2nd June
EVENING OUTING

16th June
MUSICAL EVENING
Allen Knott

7th July
SUMMER OUTING

21st July
MEMBER'S MEETING

1st September
SEE THE OWLS
Steve

15th September
THE BARONET OF BLADEN
Anne King

6th October
HARVEST FESTIVAL
Allen Knott

20th October
DORCHESTER HISTORY CENTRE
Maria Gayton

3rd November
HISTORY OF DODGEM CARS
Kay Townsend

17th November
CHRISTMAS OUTING

15th December
CHRISTMAS PARTY

DORCHESTER DISABLED CLUB

ACCOUNTS FOR THE PERIOD 1st APRIL 2015 to 31st MARCH 2016

RECEIPTS

Donations:-		
Masons	2029.25	
Tough Mudder	1072.30	
Royal Naval Assoc.	271.00	
Oddfellows	200.00	
Others	820.60	
	4393.15

Profit on Fund Raising:-		
Bingo	1514.18	
Cards etc	0.00	
Harvest Festival	26.83	
Raffles & Teas	836.50	
Jumble Sale	0.00	
Other Fund Raising	3013.20	
	5390.71

Transport	8627.97	
Interest on Tracker Account	146.18	
Subscriptions	318.00	
Overmoigne Subsidy	200.00	
	0.00	
	17075.99

BALANCES B/F

Tracker Account		
Ambulance Fund	21302.54	
Shopping Service Subsidy	1960.40	
Current Account	2265.30	
Petty Cash	20.08	
Debtors	47.96	
Payments in Advance	400.00	
	25997.26

Less Receipts in Advance	95.00	
Creditors	120.10	
	25782.16

.....
42858.15

PAYMENTS

Outings etc	1826.75
Speakers/Entertainment Expenses	349.54
Administration	200.11
Transport	4217.71
Magna Subsidy - Transport	0.00
Insurance on Directors and Officials	282.86

BALANCES C/F

Business Savings Account		
Ambulance Fund	31763.37	
Shopping Service Subsidy	1644.10	
Current Account	2265.34	
Petty Cash	5	0.00
Debtors	1	81.39
Payments in Advance	2	461.00
	35215.20

Less Receipts in Advance	3	174.00
Creditors	4	60.02
	35961.18

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42858.15

Ins I E Calcutt (Hon. Treasurer) [Signature] 30.4.16

Audited B R Hensford ACMA [Signature] 30.4.16

From: Major General B H Dutton CB CBE

A National Memorial to The County Infantry Regiments of Devon and Dorset



Patron: HRH The Duke of Kent KG, GCMG, GCVO, ADC
Vice Patrons:
David Fursdon Esq, HM Lord-Lieutenant of Devon
Angus Campbell Esq, HM Lord-Lieutenant of Dorset

Website: www.devondorsetregiment.co.uk

The Devonshire and Dorset Regiment
The Rifles Office, Wyvern Barracks,
EXETER EX2 6AR

Phone: 0044 (0)1392 492436
Email: danddsec@hotmail.com

NMA/1

Councillor Tim Harries
The Mayor of Dorchester
Council Offices
19 North Square
DORCHESTER
Dorset DT1 1JF

15th June 2016

Dear Mr Mayor,

I am writing to inform you of an important and exciting project to establish a memorial to the county regiments of Devon and Dorset at The National Memorial Arboretum (NMA) near Lichfield in Staffordshire, and to seek your support. If you are unfamiliar with the NMA, it is a stirring place; our national centre of Remembrance. A principal monument there, which lists every individual who has died on active service since World War 2, is surrounded by about 300 other monuments, set in landscaped grounds with trees and wildlife, that honour organisations that have served our nation. More than 300,000 people visit the NMA every year.

The Devonshire Regiment and The Dorset Regiment served bravely and faithfully in many conflicts across the globe until, in 1958, they were amalgamated to form The Devonshire and Dorset Regiment, in which the infantry soldiers of our two counties served, until its merger into The Rifles in 2007. We believe that now is the right time to honour these proud county regiments at the NMA as they take their place in our nation's history.

Our regiments were far more than military units. They were firmly embedded in the fabric of our community, where their soldiers were born, raised, married and employed. In two devastating world wars, generations of Devon and Dorset families gave up their fathers, sons and brothers to serve with us, and the names of those who made the ultimate sacrifice are engraved on city, town and village war memorials across our two counties. Our memorial will not be just a military monument. It will salute the faithful commitment to their country of the people of Devon and Dorset at the national centre of remembrance.

As you will see from the enclosed leaflet and on our website, we have chosen an inspiring design for our memorial which summarises our history, shared comradeship and spirit. You may know of our internationally-recognised sculptor, Vivien Mallock, whose works adorn

the streets of London, and the battlefields of Normandy and Waterloo. Our life-sized memorial will be a significant, national work of art, and it is fitting, as our nation remembers its devastating losses a hundred years ago on The Somme, that the memorial includes a Devon soldier in that battle in which both the Devons and Dorsets courageously took part. The other figures depict a Dorset soldier at the Battle of Kohima in the Second World War and a soldier of the Devon and Dorsets in Northern Ireland.

A memorial of this quality has a cost and the total required is some £140,000. Our old comrades and 'wider regimental family' are giving most generously to the cause. We enjoyed a close relationship with the Town of Dorchester and you graciously granted us your Freedom in 1946, an honour which we exercised with great pride. In recognition of this historic partnership, I felt that you might wish to be involved in our project by making a donation towards the creation of this memorial. We would, of course, wish to recognise your support on our website and in any subsequent literature, and would be delighted if you wished to publicise your relationship with us and use our Regimental Badge on any of your own communications. The memorial will be unveiled at the NMA in the autumn of 2017, at a major ceremony, to which our sponsors and donors will be warmly invited.

If you need further information or wish to discuss the best way in which you might make a donation in support of this important project, please contact me at the address details given on this letter heading.

I realise that you receive many requests for funding, but I hope you will regard this as something special; an opportunity to create an enduring legacy of our counties' tradition of service that will inspire and educate generations to come at a national centre. I hope you will agree that these two fine West Country counties should be properly represented at our national centre of remembrance.

I very much hope you will join us and look forward to hearing from you.

*I cannot think of a town or city closer to
the Regiment. Thank you for all your support.*

Yours sincerely



DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 12 JULY 2016
EXCLUSIVE RIGHT OF BURIAL AND INTERMENTS AND BURIAL OF ASHES

1. To note that grants of Exclusive Right of Burial have been issued for the following grave spaces:

Name	Grant No:	Grave Number
Dorchester Cemetery		
Wendy Jane Hallett	2920	2252A
Poundbury Cemetery		
Eric Ernest Blackburn	2921	C33
Rebecca Helen King	2922	584
Monica Susan Bell	2923	C51
Roger Conway Bell	2924	C24
Jonathan Peter Bell	2925	C23A
Delphine Joyce Prescott	2927	583
Elizabeth Williams	2929	C93
Fordington Cemetery		
Caroline Pitcher	2926	GOR63
John Hopkins – re-issued new Grave No:	2928	233OG

2. Since the last meeting of the Committee there has been the following interments, ashes etc at Dorchester's Cemeteries:-

01.05.2016 – 30.06.2016	Dorchester	Fordington	Poundbury
Interments	1	-	4
Ashes	5	-	-
Garden of Remembrance	1	1	-
Dorchester South Chapel	-	-	-
Poundbury Chamber	-	-	-
Children's Plot	-	-	-

**DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 12 JULY 2016
Monitoring Report - Lettings**

Chargeable Bookings 2015-16					Chargeable Bookings 2016-17				
	Corn Exch	Town Hall	Other Rooms	Income	Corn Exch	Town Hall	Other Rooms	Income	Higher (Lower)
April	25	23	9	4338	22	21	2	4307	31
May	29	22	13	5231	24	30	6	4518	(713)
Total	54	45	22	9568	46	51	8	8825	(682)

Bar Income 2015-16			Bar Income 2016-17		
March (K. Arms)		173	March	422	249
April (K. Arms)		183	April	773	590
Total		356	Total	1195	839

Non Chargeable Bookings 2015-16				Non Chargeable Bookings 2016-17			
	Council	Partners	Total		Council	Partners	Total
April	7	6	13	April	12	2	14
May	6	9	15	May	9	2	11
Total	13	15	28	Total	21	4	25

Civil Marriage Ceremonies (Number of exclusive packages shown in brackets)									
2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
22	16	24	14	18	15	7(4)	2(1)		

Municipal Buildings – Percentage of actual income against estimated income to date: 15.3%

Weymouth Avenue Pavilion 2015-16				Weymouth Avenue Pavilion 2016-17			
	Paid	FOC	Income	Paid	FOC	Income	Higher (Lower)
April	15	0	552	15	0	696	144
May	15	1	723	18	1	868	145
Total	30	1	1275	33	1	1564	289

Borough Gardens House 2015-16				Borough Gardens House 2016-17			
	Paid	FOC	Income	Paid	FOC	Income	Higher (Lower)
April	14	0	286	9	0	397	111
May	9	2	674	6	1	291	(383)
Total	23	2	960	15	1	688	(272)

**DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 12 JULY 2016
MUNICIPAL BUILDINGS MAINTENANCE AND PROJECTS**

Regular Contracts	Contractor	Last Completed	Next Scheduled
Emergency Lighting annual test and service	Andy Whitty	April 2015	April 2016 Booked in for 13 July 2016
Boiler Service	New contract: 2016 Benzoni Services Limited	April 2015	May 2016 Booked for July 2016
PAT Testing	DAM Group	January 2015	June 2016 Booked for July 2016
Lightning Protection	G & S Steeplejack Ltd	June 2015	June 2016 Contacting G&S
Emergency Evacuation Chairs service (6 monthly)	Evan + Chair International	February 2016	August 2016
Fire Alarms annual test and service	New contract: 2016	August 2015	August 2016
Stage Units – annual test and service	New contract: 2016 Cahill Ltd	November 2015	November 2016
Service Clock – annual test and service	Smiths of Derby	November 2015	November 2016
Ventilation Clean	Rentokill	December 2015	December 2016
Kitchen Clean	Rentokill	November 2015	
Intruder Alarm	Chubb	September 2015	March 2017
Lighting Rig Test 3 Part (i) Rigging inspection (ii) Electrical inspection (iii) PAT testing	Stage Electrics – 3 Year Service Agreement 14/16	May 2016	May 2017
Lift	Stannah	June 2015	June 2017
Fire Extinguishers	Fire Express Ltd	August 2015	August 2017
Fixed Wire Testing (5 Year)	New contract: 2016 A. Whitty	March 2016	March 2021
Provision of toilet sanitary receptacles and emptying	PHS group Ltd	Eco – shield White x 4 Sanitary Bag Dispenser – x 24 Nappy Bag dispenser x 26	Regular visits
Glass Collection Waste (Bar)	Dorset Waste Partnership	Fortnightly	Fortnightly
Car Park Gates – Annual test and service	Trident Access	February 2016	February 2017

Recent, current or planned maintenance projects over £1000 or special individual projects requested by Members

Project	Cost	Progress
Maintenance Survey	£3,700	John Stark and Crickmay – Order issued June 2016
Measured Internal building survey & plans	£3,300	John Stark and Crickmay – Order issued June 2016

**NOTES OF A MEETING OF DORCHESTER ARTS TRADING BOARD
AND DORCHESTER TOWN COUNCIL
20 JUNE 2016**

Present: Tim Harries, Molly Rennie, Fiona Kent-Ledger, Adrian Stuart (Dorchester TC)
Louise Sheaves, Terry Hooley, Rod Hoare, Mark Tattersall (Dorchester Arts Trading)

1. Year 1 Trading

MT/TH outlined performance during the first year. Trading for the first 9 months to March 2016 had produced a net surplus of £10,620, which included some non-recurring set up costs. This was in line with expectations and consistent with DAT's aims to operate at an annual £15,000 surplus.

The year had been an important learning experience, in how to run the bar as a profit-making operation, and also how to manage effectively on busier nights and minimise losses on quieter nights. This experience would be invaluable in preparing for the much bigger operation to be managed at The Maltings.

The key additional cost had been on waged staff, replacing unwaged volunteers for many of the shifts, due to the added pressure of busy nights and the added complexity of running more complex till and other equipment.

Income on DA events had increased in line with their use of the Corn Exchange and generally income from non-DA events had been maintained. There had been a noticeable decrease in weddings bar income and income from Leroc had reached critically low levels.

ACTION: AS and MT to discuss the future of the Tuesday night bar with the hirer. AS identified that at month 11 total bar income was £3,500 up v. the last full trading year (2013/14). He also identified that in month 12 the gross income would exceed the £50,000 threshold at which the higher 15% franchise fee would be paid. Coupled with DAT's VAT free status this would result in an additional £1,000 of franchise fee year on year, which had been committed to resolving the keg cooling problem that DABT had inherited. All monthly franchise payments had been received within 5 days of the month end. Finally MT noted that the ability to generate secondary income from the bar had allowed DA to take greater risks in programming events, introducing acts with higher up-front costs but which could be subsidised, if necessary, from bar takings.

2. Plans for Bar Alterations

The meeting addressed the historic problem issue of Keg Cooling. DAT had inherited a system where the kegs are stored in the bar area, which has no cooling, piped down to the cellar into a leased, elderly, cooling unit, before being pumped back into the bar for pulling. The system is unreliable, ineffective and expensive to operate, and the end product is often wasted. The lack of keg beer often caused problems for customers.

DAT were currently investigating a keg fridge to be located in a cupboard in the bar area, which was metres from the pump handles. The biggest issue remains removing heat from the fridge, either through the ceiling or floor using air-conditioning which currently does not

work. Both parties expressed commitment to resolving this issue as quickly as possible.

ACTION: MT to finalise designs for the keg fridge. AS to review arrangements for air-conditioning in the bar area.

MT provided sketch designs for a refurbished bar area. The focus is on functionality rather than changing the character of the room, recognising that the key challenge is to serve peak audiences efficiently rather than create an intimate environment for smaller audiences. DAT are considering how much to invest into the refurbishment.

3. Other Issues

DAT raised several points relating to the management of the relationship with DTC with regard to the Queen's Birthday event regarding its impact on their staff, predictions of customer numbers for the event and the cost of running the event on the day. The points were understood by DTC members present.

ACTION: The Chairman of the Community Activities Panel to send a letter covering the issues raised.

Adrian Stuart
Town Clerk