

Dorchester Town Council

Management Committee

15 September 2015

Present: Mayor R. Potter and Councillors A. Canning (Chairman), G. Duke, J. Hewitt, S. Jones, T. Loakes, K. Rice and D. Taylor.

Attending: Councillor T. Harries

Apologies: Councillors C. Biggs, F. Kent-Ledger, A. Lyall, M. Rennie and P. Stein

13. Minutes

The Minutes of the Meeting of the Committee held on 16 June 2015, adopted by Council on 21 July 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

14. Community Activities Panel

The Committee considered the minutes of the meeting held on 25 June 2015.

Resolved

That the minutes set out at Appendix 1 be approved.

15. Management Arrangements

The Committee considered the schedule of work for the Outdoor Services Team.

The Committee requested that officers consider relocating the grass free lawn to another site in the Gardens and also that bins be provided in the Bowling Green area. The Town Clerk agreed to look into these.

A Member asked for an update on the position regarding allotments left vacant at St Georges as a result of the Red Cow Farm development.

Resolved

That the schedule of work for the Outdoor Services Team be noted

16. Borough Gardens Bowling Green

The outcome of the consultation event during Love Parks Day on 29 July was reported to the Committee. Members recognised that no one use had emerged as a priority from the consultation. The Town Clerk outlined an opportunity to use the site for Tennis Courts, freeing up space around the Town Clock for reuse as Gardens space. Members considered whether the Borough Gardens was the most suitable location for a Climbing

Boulder, recognising that while it did not fit with the overall ambience of the original Victorian Gardens, it represented an opportunity for the teenage age group to enjoy.

Resolved

That Policy Committee be requested to identify a suitable budget to carry out preliminary design works for a project that could incorporate relocated tennis courts, a seating or picnic area, the existing grass free lawn, crazy golf and a quiet space in the Borough Gardens and a climbing boulder in the Gardens or at another location in the town.

17. Review of Committee Arrangements

The Committee considered the report of the Town Clerk which identified that Members were generally content with how the Management Committee was operating. There were no proposals to change how the Committee operated.

The Committee considered the four Panels for which it currently has responsibility, recognising the strengths and weaknesses of the Panel system.

Recommended to Council

- a) That the Outdoor Services Panel be replaced by two Site Visits per annum, open to all Members of Council, with the outcome of discussions from those visits being presented in an officer report to the next available Management Committee meeting
- b) That the Property Maintenance and Management Panel be replaced by two site visits per annum, open to all Members of Council, with the outcome of discussions from those visits being presented in an officer report to the next available Management Committee
- c) That the Arts Panel be replaced by twice yearly update reports to the Management Committee regarding the Council's summer events programme and the relationship with Dorchester Arts, with the ability to set up a Task and Finish Group should any problems or opportunities arise
- d) That the size of the Community Activities Panel be increased to 7 members, to be appointed by the Management Committee, plus the Mayor, to operate on the same terms of reference as at present
- e) That the above arrangements are reviewed at the September 2016 meeting of the Management Committee

18. Cemetery Matters

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

The Committee had before it a report with details of the Grants of Exclusive Right of Burial for grave spaces and the number of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery, since the last meeting of the Committee.

Resolved

That the report on the Grants of Exclusive Right of Burial and Interments and Burial of Ashes since the last meeting of the Committee be noted.

(b) **Headstones and Inscriptions**

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

Resolved

That the action of the Town Clerk in approving designs numbered 4091 to 4116 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

(c) **War Grave – Fordington Cemetery**

The Committee received a request from the Commonwealth War Graves Commission.

Resolved

That the Council vary its Memorial Policy to allow the Commonwealth War Graves Commission to erect a headstone, on a common grave, to the memory of Private J H Lake.

19. **Buildings Monitoring Report**

The Committee received the monitoring reports for Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House.

The Committee asked the Town Clerk to review arrangements for glass collection at the Municipal Buildings.

Resolved

That the Buildings Monitoring Report be noted

20. **Dorchester Arts**

The Committee received a report from the Town Clerk updating the Committee on the move to the Corn Exchange and a request from Dorchester Arts to hang their "Colours of Africa" tapestry in the lobby of the Municipal Buildings.

The Town Clerk identified that the relocation of Dorchester Arts had advanced smoothly and that the only new issue that needed to be resolved was assistance from the Town Council to Dorchester Arts to maintain their previous ability to support new performance work with free rehearsal time.

Noting the overall success of the arrangement the Committee invited the Town Clerk to discuss the 2016 Maumbury Rings event with Dorchester Arts, focusing in particular on bar operations and the band line up for the event.

Members gave consideration to the request for banners to be attached to the front of the Municipal Buildings. Agreeing in principle to the request they invited the Town Clerk to consider the content of the banners to ensure that the Town Council's role in the building is properly recognised and that the banners have maximum impact while recognising the listing of the building.

The Committee considered the request to hang the Colours of Africa wall hanging in the lobby and the potential associated costs of doing so.

Resolved

- (a) That the update report of the Town Clerk be received
- (b) That In principle support is given to attaching banners to the Municipal Buildings but that a report is presented to the next meeting of the Committee giving further consideration to the content of the banners
- (c) That permission is granted to hang the Colours of Africa tapestry in the Municipal Buildings at no cost to the Council, the details to be agreed by the Deputy Town Clerk in consultation with the Chairman and Vice Chairman of the Committee
- (d) That the minutes of the Dorchester Arts Board of 24 June 2015 be noted

Chairman

**Dorchester Town Council
Community Activities Panel
25 June 2015**

Present: Councillors T.C.N. Harries, F.E. Kent – Ledger, M.E. Rennie (Chairman).

Apologies: Mayor R. Potter and Councillors S.C. Hosford and E.S. Jones.

2. Financial Assistance Applications

The Panel considered grant applications which had been received.

Recommended

(1) That £300 be awarded to the Volunteer Centre Dorset and that further consideration be given to increasing the grant up to a maximum of £500 should not enough funds be raised to cover their expenses.

(2) That £500 be awarded to the Dorchester Area Community Partnership for the Try This event to be held in October 2015.

In accordance with the powers delegated at Standing Order 50, it was also

Resolved

(3) That a grant of £500 be awarded to the Duchy of Cornwall to support Children's activities at the Dorset Food and Arts Festival 2015.

3. Grant Application Form

The Panel received a report about the grant application procedure which explained the legal basis for the allocation of funding, the existing procedure for applying for funding, the existing criteria for awarding funding and recommendations to improve the procedure. Members were also advised of the various budgets available for grants.

The panel agreed that the proposals for the grant application process should be supported subject to minor changes to wording. The Panel also felt that the grant application from AsOne Theatre should not be reconsidered despite there being budget available.

Recommended

(1) That the proposals to review and change the existing grant application process be supported and the recommendations be adopted subject to minor changes in wording.

(2) That a complete review of the grant application process be undertaken, to include those events that it has previously been agreed to regularly fund such as Armed Forces Day, Skatejam, Football and Rugby match sponsorship etc.