



# Dorchester Town Council

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You are summoned to a meeting of the **Dorchester Town Council** to be held in the Council Chamber, the Municipal Buildings, High East Street, Dorchester, DT1 1HF on **Monday 30 September 2024 at 7.00pm**, to conduct the business set out in the Agenda below.

## AGENDA

1. **Apologies**

2. **Declarations of Interests**

Members are reminded of their responsibility to disclose registerable interests where appropriate. A Member who declares a registerable interest must leave the room unless a dispensation has been granted. A Member who declares a registerable interest as a Council nominee to a partner organisation may first address the meeting as a member of the public.

3. **Minutes**

To confirm the Minutes of the meeting of the Council held on 29 July 2024 (page 3).

4. **Police Update**

To receive an update from Dorchester's Neighbourhood Police Sergeant Anneka Stone.

5. **Presentations, Communications and Motions**

- a) To receive a presentation from Councillor P. Farmer in respect of how the provision of plant based foods at Council events would aid the Council's carbon reduction pledge. NOTE a report on this matter will be presented to the next Policy Committee meeting.
- b) To receive communications from the Mayor and Town Clerk.
- c) To receive motions received from Members no less than 5 days before the meeting.

6. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:-

Planning & Environment Committee	5 August 2024	Page 6
Planning & Environment Committee	2 September 2024	Page 13
Management Committee	16 September 2024	Page 18

To note the Minutes of the following Joint body

Dorchester Joint Heritage Committee

23 July 2024

Page 28

7. **Update from Dorset Council Members**

To receive updates from Councillors R. Major, A. Canning, S. Jones, L. Fry and R. Biggs  
Dorchester Ward Members of the Dorset Council.



Steve Newman, Town Clerk

25 September 2024

**At the conclusion of the Meeting members of the public will have the opportunity to address the Council or ask questions on matters of local concern.**

## **Dorchester Town Council**

### **Meeting of the Dorchester Town Council held in the Council Chamber**

**29 July 2024**

**Present:** The Mayor (Councillor R. Potter) and Councillors R. Biggs, S. Biles, A. Canning, P. Farmer, L. Fry, J. Germodo, W. Gibbons, J. Hewitt, F. Hogwood, G. Jones, S. Jones, D. Leaper, R. Major, K. Reid and D. Taylor.

**Apologies:** Councillors F. Kent-Ledger, V. Lloyd-Jones, M. Rennie and R. Ricardo.

**17. Declarations of Interest**

There were no declarations of interest.

**18. Minutes**

The minutes of the meetings of the Council held on 20 and 21 May 2024 were confirmed and signed by the Mayor as a correct record.

**19. Police Matters**

There was no report from the Police at this meeting.

**20. Presentations, Communications and Motions**

The Mayor presented Samuel Craddock with a framed certificate in respect of the several gold medals that he had achieved at the recent GB Swimming Down Syndrome competition.

The Mayor reported on the many events that he had attended over the past two months and thanked staff for their work in respect of the recent 50<sup>th</sup> Town Council anniversary community event in the Borough Gardens.

No motions or questions had been submitted.

**21. Planning and Environment Committee – 3 June 2024**

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

In respect of Minute No. 1 it was noted that Councillors R. Major and D. Taylor were Members of Dorset Council's 'Northern' Area Planning Committee.

**Resolved**

That, subject to the inclusion of Councillor W. Gibbons in the list of those in attendance, the minutes of the meeting of the Planning and Environment Committee held on 3 June 2024 be adopted.

22. **Planning and Environment Committee – 1 July 2024**

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

**Resolved**

That the minutes of the meeting of the Planning and Environment Committee held on 1 July 2024 be adopted.

23. **Management Committee – 15 July 2024**

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

In respect of Minute No. 3 the Chairman reported that the Vice-Chairman and himself would meet with Officers regarding the protocols for booking events on Council owned land with a view to a report being presented to a future meeting of the Management Committee.

**Resolved**

That, subject to the inclusion of Councillor W. Gibbons in the list of those attending, the minutes of the meeting of the Management Committee held on 15 July 2024 be adopted.

24. **Policy Committee – 22 July 2024**

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

**Resolved**

(1) That the Mayor and Councillors S. Biles, W. Gibbons, J. Hewitt and F. Hogwood be appointed to the Corporate Plan Task and Finish Group.

(2) That the minutes of the meeting of the Policy Committee held on 22 July 2024 be adopted.

25. **Dorchester Markets Informal Joint Panel – 10 July 2024**

The minutes of the meeting of the Dorchester Markets Informal Joint Panel be noted.

26. **Appointment to Dorchester Markets Informal Joint Panel**

Members were informed that Councillor F. Hogwood had resigned from the Dorchester Markets informal Joint Panel.

## **Resolved**

That Councillor F. Kent-ledger be appointed to fill the vacancy on the Dorchester Markets Informal Joint Panel.

### **27. Update from the Dorset Council**

Dorset Councillors updated the Council on the following matters:-

- The £2M cut to the cost of living budget was being reviewed.
- A Nature Emergency had been declared by Dorset Council.
- Members and individuals were urged to attend the 'Big Conversation' events being organised around the county by Dorset Council.
- Committees could now choose their start time, either morning, afternoon or evening.
- Work on Economic Development including tourism was being undertaken.
- How Liscombe Farm can mitigate 3,500 new homes was being investigated.
- The LEP was due to cease next year with the work being brought back to Dorset Council.
- Place and Resources Scrutiny Committee was due to meet shortly.
- Additional planning and licensing delegations to officers were being proposed.

Council rose at 7.26pm.

Mayor

**Dorchester Town Council**  
**Minutes of the Planning and Environment Committee**  
**5 August 2024**

**Present:** Councillors R. Potter (the Mayor ex-officio & Vice Chairman), S. Biles, A. Canning, P. Farmer, F. Hogwood, S. Jones, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Major, M. Rennie, R. Ricardo (Chairman) and D. Taylor

**Apologies:** Cllrs R. Biggs, L. Fry, J. Germodo, J. Hewitt and K. Reid

Also in attendance: Cllr William Gibbons

**8. Declarations of Interest**

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

Councillor S. Jones, as Chairman of Dorset Council declared a non-pecuniary interest in applications P/ADV/2024/03617 & P/FUL/2024/03916 and Councillor S. Biles declared a non-pecuniary interest in applications P/LBC/2024/03932 & P/LBC/2024/03934 as a tenant of the applicant.

**9. Minutes**

The minutes of the meeting of the Committee held on 1 July 2024 and ratified by Council on 29 July 2024 were noted and signed by the chairman.

**10. Request for Parking Restrictions – Maen Gardens**

The Committee considered a request for additional double yellow lines in Maen Gardens and supported the request for referral to Dorset Council.

**Resolved**

That Dorset Council be asked to action the request for additional double yellow lines in Maen Gardens.

**11. Planning Applications for Comment**

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

## 12. Minute Update Report

### i) **Minute 8 of the Planning and Environment Committee meeting held on 1 July 2024 - Request for Parking Restrictions – Cromwell Road**

The Committee heard that the Service Manager for Parking Services Economic Growth and Infrastructure had been contacted and invited to the September meeting of the Planning and Environment Committee who had then suggested that it may be too early for them to give a clear picture and requested that they be invited to attend a meeting later in the year. The Committee requested that the Service Manager for Parking Services Economic Growth and Infrastructure be invited to attend the November Planning and Environment Committee meeting.

#### **Resolved**

That the Clerk to the Committee invite the Dorset Council Service Manager for Parking Services Economic Growth and Infrastructure to attend the November Planning and Environment Committee meeting.

### ii) **Minute 9 of the Planning and Environment Committee meeting held on 1 July 2024 - Proposed Traffic Regulation Orders at Barnes Way (Prohibition of Motor Vehicles) and Mellstock Avenue and Rothesay Road (No Waiting), Dorchester**

The Committee heard that the proposed traffic restrictions in Rothesay Road and Mellstock Avenue would not be implemented as many of the local residents opposed the restrictions.

## 13. Planning Issues to Note

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 5 August 2024

Planning Applications for Comment

**East Ward (Councillors P. Farmer, S. Jones, F. Kent-Ledger, R. Major and K. Reid)**

**E1. P/LBC/2024/03447 2 Salisbury Villas Salisbury Street Dorchester DT1 1JY**

Internal alterations to replace existing fireplace, insert & hearth.

No objection.

**E2. P/LBC/2024/03354 Max Gate Alington Avenue Dorchester DT1 2AB**

Dismantle 11m section of unstable boundary wall and re-build like for like, using existing bricks.

No objection.

The committee welcomed the sympathetic restoration.

**E3. P/LBC/2024/03307 Max Gate Alington Avenue Dorchester DT1 2AB**

Remove existing tarmac driveway surface and lay new self-binding gravel surface to driveway.

No objection.

The committee welcomed the sympathetic restoration.

**E4. P/LBC/2024/03041 2 Icen Way Dorchester DT1 1EW**

Replacement of two existing casement windows.

No objection.

**E5. P/HOU/2024/03587 9 Balmoral Crescent Dorchester DT1 2BN**

Erect rear extension and adjust side boundary wall.

No objection.

**North Ward (Councillors s. Biles, A. Canning, V. Lloyd-Jones & D. Taylor)**

**N1. P/ADV/2024/03617 County Hall Colliton Park Dorchester DT1 1XJ**

Flying flags to promote various Awareness Days.

No objection.

**N2. P/FUL/2024/03854 8 Princes Street Dorchester DT1 1TW**

Modify existing vehicular access to widen & improve visibility.

No objection.



- N3. P/FUL/2024/03916 County Hall Colliton Park Dorchester DT1 1XJ**  
Demolish and rebuild sections of the boundary walls.  
No objection.
- N4. P/LBC/2024/03932 52 High West Street Dorchester DT1 1UT**  
External and internal alterations to facilitate conversion of building to 6 no. apartments.  
No objection.
- N5. P/LBC/2024/03934 53 High West Street Dorchester DT1 1UX**  
External and internal alterations to facilitate conversion of building to 6 no. apartments.  
No objection.
- N6. P/FUL/2024/03062 51A Icen Way Dorchester DT1 1EW**  
Change of use from commercial to a self-contained dwelling.  
No objection.
- N7. P/RES/2024/03695 Dorset County Hospital Williams Avenue Dorchester DT1 2JY**  
Partial demolition of onsite buildings and structures and the consolidation and expansion of healthcare facilities including up to 10,920 sq.m of net additional floorspace (including an extension to the emergency department and intensive care unit, expansion of medical and health services including a primary care health hub and a new hospital support centre) green infrastructure and other ancillary works including changes to site access arrangements *(application for outline planning permission with all matters reserved except vehicular access onto Damers Road) (reserved matters application to determine appearance, landscaping, layout and scale following grant of outline planning permission number P/OUT/2022/02976 - in relation to HV switch/meter room location)*  
No objection.
- N8. P/FUL/2024/04049 Dorset County Hospital Williams Avenue Dorchester DT1 2JY**  
Installation of 1no. air handling unit including attached service corridor, 4no. condensor units on raised support system, fencing, maintenance access & ductwork to Level 2 Terrace adjoining Ridgeway Ward  
No objection.

**West Ward (Councillors L. Fry, J. Germodo, J. Hewitt and R. Ricardo)**

**W1. P/HOU/2024/03425 4 Queens Avenue Dorchester DT1 2EW**

Erect single storey rear extension with roof lantern.

No objection.

**W2. P/HOU/2024/03508 6 Romulus Close Dorchester DT1 2TH**

Erect two storey rear extension & replace windows throughout. Replace existing render with cladding.

No objection.

**South Ward (Councillors R. Potter and M. Rennie)**

No applications received to date.

**Poundbury Ward (Councillors R. Biggs, F. Hogwood and D. Leaper)**

**P1. P/FUL/2024/03231 The Engine Room Restaurant Poundbury Gardens Peverell Avenue East Poundbury DT1 3RT**

Erect extension to provide W.C facilities.

No objection.

**P2. Anaerobic Digester Plant Rainbarrow Farm Monkey Jump Roundabout To Junction Below Alington Place Martinstown DT2 9JF**

The construction and operation of an Anaerobic Digestion and Combined Heat and Power Plant and associated infrastructure including a new site access road at Rainbarrow Farm (Site 1) and underground service corridor linking to a new Combined Heat and Power engine in existing Engine House (Site 2) at Poundbury to supply Poundbury with renewable heat and power (Revised proposal) (Changes to proposed plant, infrastructure and land profiling at Rainbarrow Farm (Site 1)) and as varied by 1/D/2011/2113 to include repositioning of flare and CHP container, and additional equipment to include standby generator, switch gear, back up boiler, DMT Membrane Plant, transformer, 3 tank propane store and new gas pipeline to site boundary, to enable the majority of the gas produced by the anaerobic digester plant to be fed directly into the public gas supply network at the pressure regulating station adjacent Monkey Jump Roundabout (with variation of conditions 27 and 28 of planning permission 1/D/2011/2113 to regularise the existing development by increasing traffic levels, annual feedstock throughput and feedstocks).

Objection.

The Committee shared the concerns of both Stinsford Parish Council and Winterborne St Martin Parish Council.

The Committee object to the additional generated traffic which equates to almost 50% as stated in the transport statement. The Committee noted paragraph 1.32 of Condition 27: Traffic Levels of the applicable planning conditions relating to the transportation and feedstock throughput and queried if the 'majority of the feedstock *was still* generated within 10 miles of Rainbarrow Farm'? The committee requested that due to the increase in observed vehicle movements and to enable thorough consideration / assessment of their impact that there should be full transparency of where the journeys are generated from.

## For Information

### **FI1. P/PALH/2024/03426 7 Syward Road Dorchester DT1 2AJ**

Erection of flat roof rear extension: To extend 4 metres beyond the rear wall of the original dwellinghouse: maximum height 2.80 metres: height to eaves 2.80 metres.

*(You are being notified for information purposes only. Previously circulated to all councillors 08/07/2024 - This application is not a planning application but a request for the Dorset Council to determine whether or not Prior Approval is required for the proposal.)*

### **FI2. P/NMA/2024/03484 The Forum Centre Trinity Street Dorchester DT1 1TT**

Non material amendment - to increase the size of proposed Disabled WC's and where there is an existing WC provision to retain within the proposed retail unit. The first floor over the proposed retail units 6a and 6b will be retained for sole use by 6b to Planning Permission P/FUL/2024/00600.

*(You are being notified for information purposes only. Previously circulated to all councillors 08/07/2024)*

### **FI3. P/PALH/2024/03578 35 Kingsbere Crescent Dorchester DT1 2DY**

Erect rear extension: To extend 4 meters beyond the rear wall of the original dwellinghouse: maximum height 2.85 metres: height to eaves 2.24 metres.

*(You are being notified for information purposes only. Previously circulated to all councillors 11/07/2024 - This application is not a planning application but a request for the Dorset Council to determine whether or not Prior Approval is required for the proposal.)*

### **FI4 P/NMA/2024/04130 6 Celtic Crescent Dorchester DT1 2QH**

Non-martial amendment - Change gable end of extension to pitched roof; Change carport roof supports from masonry to timber; Use fair-face block for lower section of extension's south elevation; and change patent glazing to 3no roof windows on west elevation; to planning permission no: P/HOU/2024/01480 (Demolish existing porch, garage and extension to dwelling. Erect a single storey extension, solar panels, rooflights, garage/store and carport).

*(You are being notified for information purposes only. Previously circulated to all councillors 31/07/2024)*

**Dorchester Town Council**  
**Minutes of the Planning and Environment Committee**  
**2 September 2024**

**Present:** Councillors R. Potter (the Mayor ex-officio & Vice Chairman), R. Biggs, S. Biles, A. Canning, P. Farmer, L. Fry, J. Germodo, J. Hewitt, F. Hogwood, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Major, K. Reid, M. Rennie and R. Ricardo (Chairman)

**Apologies:** Cllrs S. Jones and D. Taylor

Also in attendance: Cllr William Gibbons

**14. Declarations of Interest**

Councillors L. Fry and R. Major stated that as members of Dorset Council's Northern Area Planning Committee, they would keep an open mind on the planning applications and consider all information available at each stage of the decision process. They would take part in the debate but not vote on planning applications at this meeting.

**15. Minutes**

The minutes of the meeting of the Committee held on 5 August 2024 were approved and signed by the chairman.

**16. Planning Applications for Comment**

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

**17. Minute Update Report**

**i) Minute 10 of the Planning and Environment Committee meeting held on 5 August 2024 - Request for Parking Restrictions – Maen Gardens**

The Committee heard that the request for additional double yellow lines in Maen Gardens had not been supported by Dorset Council.

**18. Planning Issues to Note**

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 2 September 2024

Planning Applications for Comment

East Ward (Councillors P. Farmer, S. Jones, F. Kent-Ledger, R. Major and K. Reid)

**E1. P/FUL/2024/04256 Bayeux Court York Road Dorchester DT1 1AS**

Installation of bin storage units and scooter storage units.

No objection.

**E2. P/LBC/2024/04361 Flat 6 Fordington House Lancaster Road Dorchester DT1 1NP**

Subdivision of first floor bedroom.

No objection.

**E3. P/HOU/2024/04351 10 High Street Fordington Dorchester DT1 1JZ**

Demolish existing garage. Erect new garage with garden room and extension to existing pottery studio.

No objection.

North Ward (Councillors s. Biles, A. Canning, V. Lloyd-Jones & D. Taylor)

**N1. P/FUL/2023/00713 & P/LBC/2023/02514 (Listed Building Consent) Former HMP Dorchester North Square Dorchester DT1 1HY**

Construction of new residential blocks (Use Class C3) with associated landscaping & car parking. Demolition of a number of non-Listed buildings. Alterations to public realm & highways in North Square and The Bow (Revised proposals in respect of the new build element, following permission WD/D/16/002697 as amended by permission WD/D/17/001269).

Applications deferred until 7 October 2024.

**N2. P/FUL/2024/04370 33A South Street Dorchester DT1 1DD**

Install replacement windows to upper floors front elevation.

No objection.

**N3. P/FUL/2024/04430 Dorset Museum & Art Gallery 65, 65A & 66 High West Street Dorchester DT1 1XA**

Refurbish and replace roof and carry out associated works.

The Planning and Environment Committee have no objection to the application however it would be preferable if locally produced materials were used.

**N4. P/LBC/2024/04429 Dorset Museum & Art Gallery 65, 65A & 66 High West Street Dorchester DT1 1XA**

Refurbish and replace roof to include replacement of fibre cement slates with natural Glendyne slates. Carry out associated roof works including replacement lead flashings, valleys, parapet gutters, valley gutters etc and replacement of lead and copper claddings to dormer windows. Carry out repairs to Victorian gallery clerestory windows. Repairs/repointing to chimneys and parapet walls. Alterations to rainwater goods.

The Planning and Environment Committee have no objection to the application however it would be preferable if locally produced materials were used.

**N5. P/FUL/2024/03933 52 High West Street Dorchester DT1 1UT**

Change of use and conversion of office building to 6 no apartments (use class C3).

No objection.

**N6. P/FUL/2024/03935 53 High West Street Dorchester DT1 1UX**

Change of use and conversion of office building to 6 no apartments (use class C3)

No objection.

**N7. P/FUL/2024/03843 & P/LBC/2024/03842 (Listed Building Consent) 30 High West Street Dorchester DT1 1UT**

Change of use of offices to supported accommodation for care leavers.

No objection.

The Committee welcomed the application and appreciated the proposal for onsite support.

**N8. P/FUL/2024/04378 Grove House Millers Close Dorchester DT1 1SS**

Carry out external alterations associated with the use as an Eye Clinic (Class E(e)), including the installation of air conditioning, vents, grilles and replacement windows. Erect bin store and fenced compound to house AC plant.

No objection.

**N9. P/PACD/2024/04546 50 Icen Way Dorchester DT1 1EW**

(Prior Approval) Change in use from business use to residential dwelling. No external work proposed.

No objection.

**N10. P/FUL/2024/04737 & P/LBC/2024/04738 (Listed Building Consent) 48 High West Street Dorchester**

Change of use and conversion of building to 4 No. residential apartments (Demolish single storey rear extension).

No objection.

**West Ward (Councillors L. Fry, J. Germodo, J. Hewitt and R. Ricardo)**

**W1. P/HOU/2024/04724 19 Queens Avenue Dorchester DT1 2EW**

Rear single storey extension and front door alteration.

No objection.

**South Ward (Councillors R. Potter and M. Rennie)**

**S1. P/HOU/2024/04323 13 Mistover Close Dorchester DT1 2EQ**

Erect two storey side and front extension, single-storey front lean to extension (demolish existing garage).

No objection.

**S2. P/HOU/2024/04015 46 Manor Road Dorchester DT1 2AX**

Erect two-storey side extension with dormer, erect single-storey rear extension with roof lantern. Widened existing vehicle access and driveway realigned.

No objection, however the Committee regretted that it appeared to be a retrospective application.

**S3. P/HOU/2024/04734 39 Grosvenor Road Dorchester DT1 2BD**

Erect single storey front extension. Replace garage roof with pitched roof and convert part garage to utility. Remove part of front garden wall to increase off road parking.

No objection.



**Poundbury Ward (Councillors R. Biggs, F. Hogwood and D. Leaper)**

No applications received to date.

**For Information**

**FI1. P/CLP/2024/04094 41 Wessex Road Dorchester DT1 2NU**

Certificate of lawful use to form vehicular access and hard standing.

*(You are being notified for information purposes – Previously circulated to all Councillors  
12/08/2024)*

## **Dorchester Town Council**

### **Management Committee**

**16 September 2024**

**Present:** Councillors A. Canning, P. Farmer, L. Fry, W. Gibbons, J. Hewitt, F. Hogwood, S. Jones, F. Kent-Ledger, D. Leaper (Chairman), R. Major and M. Rennie.

**Apologies:** The Mayor (Councillor R. Potter)

In attendance:

Councillors J. Germodo and R. Biggs.

Officers: Tony Hurley (Assistant Town Clerk – Corporate), Carl Dallison (Assistant Town Clerk – Outdoor Services).

**13. Declaration of Interests**

Cllr L. Fry declared a personal interest with regard to minute 20 (c) below. Cllr Major declared a personal interest with regard to minutes 18 and 20 (b) below. Cllr S. Jones declared a personal interest with regard to minute 20 (e) below.

**14. Minutes**

The Minutes of the Meeting of the Committee held on 15 July 2024, adopted by Council on 29 July 2024, were taken as read and were confirmed and signed by the Chairman as a correct record.

**15. Outdoor Services – Update Report**

The committee received the update report from the Assistant Town Clerk (Outdoor Services) and noted very positive public comments on the floral bedding in the Gardens. The Assistant Town Clerk also reported on plans to refurbish the drinking fountain and water feature in the play area at The Great Field. The Chairman thanked the Outdoor Services staff for all their hard work over the summer. Cllr Rennie noted that the Kings Road tree planting scheme was looking very impressive. Cllr Rennie also suggested that the council should thank the public for treating Borough Gardens with respect during the many events over the summer. Cllr Canning enquired about the feasibility of installing Christmas lights in the new trees on Five Ways Junction (next to Coffee No.1). The Assistant Town Clerk considered this a good idea although the trees were not ready to bear the weight of lights but that a free-standing festive lighting feature could be installed.

**Resolved:**

That the Outdoor Services update report be noted.

**16. Location of park benches on The Great Field**

The committee received a report from the Assistant Town Clerk (Open Spaces) on a proposal to locate two benches on The Great Field, close to St John's Way, subject to sponsorship. Cllr Gibbons welcomed the proposal as it would be of benefit to those attending the doctors' surgery. Cllr Hogwood suggested that in future perhaps a bench could be located close to the bus stops at the southern edge of The Great Field. Cllr Jones asked that any benches should not include dividing armrests. The Assistant Town Clerk explained that although permission was being sought for two benches, the second bench would need to wait until a suitable donor/sponsor came forward.

**Resolved:**

That two park benches be installed, subject to donations, on The Great Field close to St John's Way.

**17. Developing a policy on the hire of council land**

The committee received a report from the Assistant Town Clerk (Corporate) on the council's current approach to accepting requests to use council land for events, markets and festivals. Cllr Kent-Ledger suggested that there should be greater member involvement in deciding which events to allow to take place. Cllr Jones stated that it was important that any event should not inhibit free public access to council sites. Cllr Gibbons highlighted parking problems at doctors' surgery that were created by weekday events on The Great Field and suggested that event organisers should be required to provide marshals to redirect traffic away from this road. Cllr Canning suggested that there should be a sign on The Great Field to provide information as to how council land could be hired for events.

**Resolved:**

That the committee agreed that a brief policy on allowing the use of council land for events be developed for member consideration.

**18. Allotment fees for 2025 and service update**

The committee received a report from the Assistant Town Clerk (Corporate) on current management of the council's allotments and waiting lists. Members requested a future report on how the council can best engage with the allotment representatives and tenants.

**Resolved:**

- a) That the report on the management of the council's allotments were noted.
- b) That allotment be increased by £1 per plot from January 2025.
- c) That the water fees be increased by £1 per plot from January 2025.
- d) That the practice of charging double fees for non-Dorchester residents should continue.

**19. Adoption of The Duke of Edinburgh Gardens and The Queen Mother Statue**

The committee received a report from the Assistant Town Clerk (Corporate) on a proposal for the town council to take responsibility via long leases for both The Duke of Edinburgh Gardens and The Queen Mother statue in Poundbury. Members expressed concern about the size of any financial contribution by the Duchy of Cornwall and also the likely requirements for street furniture around the base of the statue should that area of road be adopted as highway. Cllr Rennie proposed an amendment to the recommendation which was agreed.

**Resolved:**

That a decision on the adoption of The Duke of Edinburgh Gardens and The Queen Mother Statue by the town council be deferred until the Chairman and Vice-Chairman have discussed the details of the arrangements with the Town Clerk.

**20. Grant Applications**

The Committee considered various requests for financial assistance and the following was decided:

- (a) That the request from the Dorchester Sheroes Project for a grant of £500 towards community engagement be deferred until after the subject of the statue had been announced.
- (b) That the request from the Lions Club of Dorchester & District for a grant of £500 towards the cost of the Summerfest family fun day be declined and the group be invited to reapply but provide itemised details as to how any grant would be spent.
- (c) That a grant of £250 be awarded to Parkrun towards the cost of a storage container to be located on The Great Field.
- (d) That a grant of £500 be awarded to Easy Read South Dorset towards the cost or recruiting and training three coaches.
- (e) That a grant of £250 be awarded to the Dorchester Child Contact Centre

- towards the cost of a football/air hockey table.
- (f) That the request from Victim Support Dorset for a grant of up to £500 towards the cost of personal alarms be declined.

The Committee was informed that the Dorchester Lubbecke Society had friends from Lubbecke and the Kantorei choir visiting Dorchester between the 17 – 20 October.

Mr Klaus Hermann would be attending the visit. Mr Hermann had been a huge supporter of the twinning and had co-ordinated events with the Council and its Mayor's for many years. Mr Hermann had made it known that this would be his last visit to Dorchester.

The Committee agreed that it would be appropriate, and in accordance with Council policy, to hold a brief reception for Mr Hermann in the Council Chamber prior to the Twinning Society lunch on Sunday 20 October between 11.30am and 12.30pm with some light refreshment. This would offer the opportunity to The Mayor to thank Mr Hermann and present him with a small token of appreciation. The reception to be funded from within the existing 2024-25 twinning budget.

**21. Minutes of Dorchester Arts board meeting**

The minutes of the Dorchester Arts board meeting were considered by members.

**Resolved:**

That the minutes of the Dorchester Arts board meeting minutes be noted.

**22. Cemetery Matters**

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

The report which detailed the Grants of Exclusive Right of Burial for grave spaces and the number of interments and burials of ashes, and the use of the South Chapel, at Dorchester Cemetery since the last meeting of the Committee had been circulated with the agenda.

**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 5433 to 5437 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

Chairman.....

# Dorchester Town Council

## Policy Committee

23 September 2024

**Present:** The Mayor (Councillor R. Potter) and Councillors S. Biles (Chairman), J. Germodo, G. Jones, V. Lloyd-Jones, K. Reid, R. Ricardo and D. Taylor.

In Attendance

Councillors F. Hogwood, D. Leaper and M. Rennie.  
Giles Watts, Climate Action Network – Minute No. 21.

**Apologies:** Councillor R. Biggs.

14. **Minutes**

The Minutes of the Meeting of the Committee held on 22 July 2024, adopted by Council on 29 July 2024, were taken as read and were confirmed and signed by the Chairman as a correct record.

15. **Declaration of Interests**

Councillor M. Rennie declared an interest and left the room during the consideration of Minute No. 21 below.

Councillor D. Taylor declared a non-pecuniary interest in respect of Minute No 26. below.

16. **Finance Update**

Members considered a report by the Finance Officer which updated them on the financial position of the Council as at end of August 2024, the level of debt over 30 days and gave details of the payments list from 1 July 2024 to 31 August 2024.

The report also set out the outcome of the completed 2023-24 external audit which had no amendments but one comment recommending that when minuting the appointment of the internal auditor the Council record that they have considered the independence of the appointed auditor on an annual basis.

**Resolved**

That the payments list, totalling £330,864.35 be approved.

**Recommended**

That the certified Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2024 be approved and accepted.

17. **Annual Review of Asset Register**

The Committee considered a report by the Responsible Finance Officer which reviewed the Council's Asset Register as at 31 March 2024. It was noted that the Frink statues had been gifted to the town and should be included in the Register.

**Resolved**

That, subject to the inclusion of the Frink statues, the Asset Register, as at 31 March 2024, with a total value of £7,711,155 be agreed.

18. **Cornhill Improvements Update**

Members received a report by the Tourism Development Officer on the progress being made in respect of the Cornhill enhancement scheme.

**Resolved**

- (1) That quotes be sought from architectural practices in order to develop the designs of the Cornhill enhancement scheme to a sufficient level to enable the necessary permissions to be sought from Dorset Council.
- (2) That up to £5,000 be allocated from the Public Realm reserve to enable the scheme to be commissioned.

19. **Town Centre Working Group**

The Committee considered the notes of the Town Centre Working Group meeting held on 2 September 2024.

**Resolved**

That the notes of the meeting of the Town Centre Working Group be received.

20. **Council Chamber and Town Hall Refurbishment**

Members considered a report by the Town Clerk which updated them on the actions for improvement identified by the Task and Finish Group.

**Recommended**

- (1) That new LED lighting for the Lozenges, Seals and Regalia cabinets be agreed at a cost of £4,000.
- (2) That the existing Council Chamber desks and chairs be retained.



- (3) That investigations be made into a new PA system for the Council Chamber that could be used for meetings.
- (4) That quotes be sought for relocating the Council Chamber radiator pipework.
- (5) That the Dorchester history tapestries be fixed to the stair walls on either side of the the landing half way up the stairs to the Town Hall.
- (6) That the painted ornamental wall panels on the stair walls not be reinstated following decoration.
- (7) That Dorchester Arts be requested to keep its tapestry on display if at all possible.
- (8) That the report as a whole be received.

**21. Carbon Reduction Works – 19 North Square**

The Committee had before it a report by the Town Clerk on the refusal of planning permission for solar panels on the roof of the Council Offices at 19 North Square.

Giles Watts, Climate Action Network, addressed the Committee and urged Members to appeal the refusal of planning permission.

Members agreed that this decision should be appealed and that a split decision be authorised so that if the Planning Inspector could not support solar to the front façade approval could be granted for the rear.

**Resolved**

That Crickmay Stark Architects be appointed to appeal the refusal on behalf of the Council as set out above at a cost of £1,500.

**22. Discretionary Core Grants**

The Committee considered a report by the Responsible Finance Officer setting out the Council's key annual core grants which required reviewing. The grant recipients were the Dorchester Youth and Community Centre, Dorchester Joint Heritage Committee and Citizens Advice central Dorset. The report also set out a request from the Management Committee to support a new annual grant to People Need Nature for an ongoing project at the Great Field.

**Resolved**

- (1) That those organisations set out in the report be requested to submit fresh applications for funding for the next three years for consideration by the Committee prior to the 2025-26 budget setting process.
- (2) That the grant request from People Need Nature for £4,000 per annum be agreed. To be reviewed in three years.

23. **Dorchester Business Awards**

The Committee considered whether to again sponsor the Dorchester Business awards 2025. Members expressed a preference to sponsor the 'excellence in customer service' category.

**Resolved**

That the 2025 Dorchester Business Awards be sponsored in the sum of £335.

24. **Meeting Venue**

Members were informed that the Council Chamber may not be available for use for the January 2025 meeting.

**Resolved**

That if the Council Chamber is not available for the January 2025 meeting the Committee meets at the Borough Gardens House instead.

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

**Resolved:**

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

26. **Shire Hall Historic Courthouse Museum**

The Committee considered a report by the Town Clerk.

**Resolved**

- (1) That the Chairman, Vice-Chairman and Town Clerk work with Shire Hall Museum to produce a more detailed business case for the future of the Museum.

- (2) That a special meeting of Council be held in the second half of October to consider a revised application for funding.

Chairman.....

**DORCHESTER TOWN COUNCIL**  
**DORCHESTER JOINT HERITAGE COMMITTEE**

**23<sup>rd</sup> JULY 2024**

At a Meeting of the Dorchester Joint Heritage Committee held on 23<sup>rd</sup> July 2024:

**PRESENT:**

Dorchester Town Council	Councillors:	G. Jones (Chairman)
		S. Jones
		S. Biles
	Officers:	T. Hurley
		M. Manley
Dorset Council	Councillors:	R. Biggs
		L. Fry
Dorchester Association		M. Rice
Local Nature Reserve		L. Poulsen
Dorset Museum & Art Gallery		C. Dixon
Dorset Council - Archaeology		S. Wallis
Thomas Hardy Society		M. Chutter
Dorchester Civic Society		I. Gosling
Shire Hall Historic Courthouse Museum		T. Little & V. Smith
Dorset History Centre		S. Johnston
Blue Badge Tour Guide		J. Wallis

1. **APOLOGIES**

Apologies for absence were received from Cllrs F. Kent-Ledger and D. Taylor (Dorchester Town Council), Cllrs R. Major and R. Tarr (Dorset Council), R. White (National Trust), J. Wallis (Blue Badge Guide), A. Harrison (Town Crier) and E. Metcalfe (The Keep Military Museum).

2. **ELECTION OF CHAIRMAN**

Cllr Gareth Jones was elected as chair of the committee for the remainder of the 2024-25 council year.

3. **ELECTION OF VICE CHAIRMAN**

The election of Vice Chairman for the committee was deferred to the next meeting.

4. **DECLARATION OF PREDETERMINATION**

None were declared.

5. **MINUTES**

The minutes of the meeting held on 16<sup>th</sup> April 2024, a copy of which had been circulated, were confirmed and signed.

6. **BUDGET UPDATE**

A report on the budget position as at 1<sup>st</sup> April 2024 was presented. TH reported that a replacement information panel for the Frink martyrs' statues had been produced. Cllr G. Jones asked that future reprints of the panel include new information from the Dorset History Centre and Dorset Museum.

**RESOLVED**

That the budget update be noted.

7. **HERITAGE TOURISM STRATEGY - UPDATE**

Matilda Manley provided an update on the work of the Tourism Partnership. The D-Day 80<sup>th</sup> immersive theatre trail was considered a great success. The projects funded by the Events & Experiences grants were going well, including the recent comedy festival. Matilda Manley requested support for the allocation of part of the tourism budget for a range of activities including re-prints of the Dorchester Walking leaflet and Cllr S. Biles noted that she often saw visitors in the town making use of the leaflet.

Cllr R. Biggs noted that Dorset Council will be developing its approach to tourism promotion and he also noted that a Local Visitor Economy Partnership (LVEP) was in the process of being formed for the Dorset area, however it was good that individual towns were active in tourism development.

Matilda Manley presented a draft Marketing and Visitor Experience plan for the period 2025-2028 which also contained proposals for key events to be organised by the Committee. Given that 2028 would be the 100th anniversary of the death of Thomas Hardy it was proposed that the Thomas Hardy Victorian Fayre take place in that year and in 2026 (thereby reinstating the two-year cycle of Fayres). The committee suggested amendments and additions to the plan including linking the Victorian Fayre

to the Thomas Hardy Society conference, celebrating 100 years of women's suffrage in 2028. L. Poulsen recommended that priority 4 of the marketing plan should include specialist tours companies. Matilda Manley agreed to develop the plan for key events further through discussions with partner organisations.

#### **RESOLVED**

- a) That the report on the activities of the Tourism Partnership were noted.
- b) That a release of £3,608 from the tourism budget for the museums' passport cards, reprint of the Dorchester Walking leaflet and Google integration on the Discover Dorchester website.
- c) That the draft Tourism Partnership Forward Plan was welcomed but should be developed further through discussions with partners, particularly with regard to proposals for major events, and presented to the next meeting of the committee.

#### **8. HERITAGE OPEN DAY 2024 - UPDATE**

Tony Hurley presented an update on emerging plans for Heritage Open Day on 15<sup>th</sup> September 2024.

#### **RESOLVED**

That the proposals for Heritage Open Day 2024 on 15<sup>th</sup> September were noted.

#### **9. ONGOING PROJECTS**

Updates on the following were received:

- a) **Millstream information boards.** TH reported that the side of the Old Mill had been identified as the preferred location for the final board and the Mill Street Housing Society will decide on giving permission for its installation at its meeting in late July.
- b) **Roman mosaic project.** Matilda Manley presented a draft artists' brief as a way to take the project forward. Claire Dixon reported that Dorset Museum was working on a funding bid for the conservation and presentation of its mosaics and that perhaps the proposed project could be integrated into the bid.
- c) **Dorchester Heroes Project:** M. Chutter and Anya Pearson presented the results of recent community consultation and reported that the chosen candidate to be celebrated with a statue will be announced at a fundraising event at the end of September.
- d) **Roman Baths Interpretation Project.** Tony Hurley updated the committee on on-going research by Clare Randall of Cotswold Archaeology.

- e) **Refurbishment of Treves Memorial.** Ian Gosling reported on the successful completion of the refurbishment project.

**10. FUNDING REQUEST FROM NEW HARDY PLAYERS**

The Committee considered a request from Shire Hall Museum for a grant towards the cost of further performances of the highly successful Six Men of Dorset play, performed by the New Hardy Players in partnership with Shire Hall and Dorchester Arts. Members were very supportive and agreed to a grant of £600.

**RESOLVED**

That a grant of £600 was allocated to support performances by the New Hardy Players in September 2024 of the Six Men of Dorset play.

**11. PROPOSAL FOR BLUE PLAQUE AT TOP O' TOWN HOUSE**

Members considered a report from the Assistant Town Clerk regarding a request for support from the owners of the Top o' Town House for the installation of a blue plaque to commemorate the properties former function as the Marabout Camp Commandant. Ian Gosling praised the restoration of the building and that it was being considered for a Civic Society award.

**RESOLVED**

That the committee agreed to support the installation of a blue plaque on the Top o' Town House.

**12. FUTURE PROJECTS**

- a) **Water meadows project.** Stinsford Parish Council has responded positively to the suggestion of a meeting to discuss the better interpretation of the water meadows. Both Cllr David Taylor and Ian Gosling were keen to attend the meeting. It was also suggested that the information panel at Hangman's Cottage be redesigned.
- b) **History of Dorchester online content.** Matilda Manley reported that the web-content regarding the history of Dorchester in 15 objects is now online.
- c) **Town Pump enhancement proposal.** Ian Gosling reported on a very positive meeting with Wessex Water regarding the installation of a water fountain in the Town Pump – based on the design in old photographs. Ian will now discuss with Dorset Council's conservation officer.

- d) **Heritage information panels on Fairfield public realm area.** Cllr G. Jones stated that there were on-going discussions with Dorset Council with regard to improving heritage interpretation in the new pedestrianised area of Fairfield.

## **RESOLVED**

That the project updates were noted by the Committee.

### 13. **UPDATES FROM PARTNERS**

Dorset Museum & Art Gallery - Claire Dixon reported that in 2025 there would be an Open Arts event to generate additional footfall and income, and benefit local artists. Plans were also being developed for the enhancement of the Victorian Hall.

Linda Poulsen reported on on-going management of the Riverside Reserve and thanked town council staff for their hard work on the site.

Dorchester Association – Michael Rice reported that a new programme of talks had just been announced.

Dorchester Civic Society – Ian Gosling reported that the Derek Beauchamp Awards would be announced in the autumn. Work was on-going to propose that the water meadows be listed as a local heritage asset.

Thomas Hardy Society – Mark Chutter reported that the annual conference would take place soon and that the 2025 programme of talks and events was about to be published.

Dorset History Centre – Sam Johnson reported that the Thomas Hardy archiving project was going well and that fundraising was on-going for the cataloguing of the William Barnes archive.

Dorset Council archaeology service – Steve Wallis reported that the Roman townhouse tours were currently running and that there was a nature conservation regime in place for the land around the townhouse. A new walk was being established to better link the townhouse with the museum.

Shire Hall – Virginia Smith reported on on-going fundraising activities and efforts to increase attendances via a new summer programme of activities. They are planning exhibitions for next year beginning with a photographic exhibition.

### 14. **QUESTIONS**

None were raised.



15. **URGENT ITEMS**

Chairman.....