



# 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 25 November 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 meetings of the Council held on 30 September 2024 and 28 October 2024 (pages 3 and 6).

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 Claire Dixon, Executive Director, Dorset Museum.
- 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:-

Mayoral Selection Committee	30 September 2024	Page 7
Planning & Environment Committee	7 October 2024	Page 8
Planning & Environment Committee	4 November 2024	Page 14
Management Committee	11 November 2024	Page 21
Policy Committee	18 November 2024	Page 29

To note the Minutes of the following Joint body

Dorchester Joint Heritage Committee

15 October 2024

Page 38

7. **Update from Dorset Council Members**

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



Steve Newman, Town Clerk

20 November 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

30 September 2024

Present: The Mayor (Councillor R. Potter) and Councillors R. Biggs, S. Biles, P. Farmer, L. Fry, J. Germodo, W. Gibbons, J. Hewitt, G. Jones, F. Kent-Ledger, D. Leaper, R. Major, K. Reid, M. Rennie and R. Ricardo.

Apologies: Councillors A. Canning, F. Hogwood, S. Jones, V. Lloyd-Jones and D. Taylor.

### 28. **Declarations of Interest**

Councillor R. Biggs declared an interest in respect of Policy Committee Minute No. 22 but this matter was not discussed at the meeting.

### 29. **Minutes**

The minutes of the meeting of the Council held on 29 July 2024 were confirmed and signed by the Mayor as a correct record.

### 30. **Police Matters**

There was no report from the Police at this meeting.

### 31. **Presentations, Communications and Motions**

The Committee received a presentation from Councillor P. Farmer on the benefits to the environment and climate of the Council moving to plant based buffets for its receptions and civic events. Councillor Farmer responded to Members questions and it was noted that the Town Clerk would prepare a report on the matter for the next Policy Committee.

The Mayor reported on the many events that he had attended over the past two months. He also presented to the Council a memento of the Commonwealth War Graves D-Day 80 project to refurbish 2,000 plus headstones at the Bayeux WW2 Cemetery.

No motions had been submitted.

### 32. **Planning and Environment Committee – 5 August 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 5 August 2024 be adopted.

**33. Planning and Environment Committee – 2 September 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 2 September 2024 be adopted.

**34. Management Committee – 16 September 2024**

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

The Mayor reported that the time for the small reception for Klaus Hermann would now be 2.30pm to 3.30pm on Sunday 20 October 2024.

Members wished to thank the Youth Council for looking after two Bayeux young people when they visited Dorchester recently. The Mayor reported that the Mayor of Bayeux had praised the visit and how it had helped further the friendship between the two towns.

Members also wished to thank Councillor P. Farmer for all her help during the same visit.

**Resolved**

(1) That the minutes of the meeting of the Management Committee held on 16 September 2024 be adopted.

(2) That the Mayor write to the Youth Council thanking them for their help in respect of the recent visit from the two young people from Bayeux.

**35. Policy Committee – 23 September 2024**

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

In respect of Minute No. 26 (2) the Mayor reported that a special meeting of the Council was likely to be held on either 21 or 28 October 2024.

**Resolved**

That the minutes of the meeting of the Policy Committee held on 23 September 2024 be adopted.

**36. Dorchester Joint Heritage Committee – 23 July 2024**

The minutes of the meeting of the Dorchester Joint Heritage Committee be noted.

37. **Update from the Dorset Council**

Dorset Councillors updated the Council on the following matters:-

- The planning inspectorate had issued a report stating that Dorset could demonstrate a five year housing supply.
- The proposed TRO for County Hall was causing some consternation amongst Dorset Council staff.
- The introduction of the Beryl Bikes scheme in Dorchester and Weymouth had proved very successful and the number of bikes and locations was likely to increase in the near future.
- The budget saving exercise was still ongoing.
- The importance of a good supply of economic development land in the Local Plan was stressed.
- The rollout of 5G was continuing.
- An invitation to tender for the development of North Quay and the ten pin bowling sites in Weymouth had been advertised.

Council rose at 7.26pm.

Mayor

# Dorchester Town Council

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

28 October 2024

Present: Deputy Mayor (Councillor J. Hewitt in the Chair) and Councillors R. Biggs, S. Biles, A. Canning, P. Farmer, L. Fry, J. Germodo, W. Gibbons, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, K. Reid, M. Rennie, R. Ricardo and D. Taylor.

Apologies: The Mayor (Councillor R. Potter) and Councillors, F. Hogwood, S. Jones, and R. Major.

### 38. 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.

### 39. Honorary Citizenships

The Deputy Mayor reported on those nominees which had been proposed by the Mayoral Selection Committee, at its meeting held on 30 September 2024, to be made Honorary Citizens of Dorchester.

It was noted that the Council's Twinning / Cultural Activities Panel would make the arrangements for the Honorary Citizenship Ceremony, most likely to be held in the New Year.

Following discussion it was UNANIMOUSLY

#### Resolved

That those three residents, now named, be made Honorary Citizens of Dorchester at a special meeting of the Council to be held on a date to be agreed in the New Year.

Council rose at 7.10pm.

Mayor

# **Dorchester Town Council**

## **Mayoral Selection Committee**

**30 September 2024**

**Present:** Councillors R. Biggs, J. Hewitt (Chairman), R. Potter and M. Rennie.

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

### **1. Minutes**

The Minutes of the Meeting of the Committee held on 18 March 2024 were taken as read and were confirmed and signed by the Chairman as a correct record.

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

#### **Resolved**

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

### **3. Honorary Citizenships – 2024-25**

The Committee had a report by the Town Clerk which gave the history and process for granting Honorary Citizenships. Members then discussed the three proposals that had been received.

Members requested the Town Clerk to contact the nominees to ask if they would be willing accept the nomination. The next step would be for a Special Council meeting to be arranged to consider the proposed Honorary Citizenships.

#### **Resolved**

That the three nominees be asked if they would be willing to accept the offer of Honorary Citizenships subject to Council approval.

Chairman

**Dorchester Town Council**  
**Minutes of the Planning and Environment Committee**  
**7 October 2024**

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

**Apologies:** Cllr F. Hogwood

Also in attendance: Cllr William Gibbons

Adrian Fox, Senior Planning Manager, City and Country

Members of Dorchester Civic Society

**19. Declarations of Interest**

Councillors L. Fry, R. Major and D. Taylor 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.

Councillors L. Fry, R. Major and D. Taylor declared a non-pecuniary interest in planning application P/FUL/2024/04984 Dorset County Hospital Williams Avenue Dorchester DT1 2JY as they were governors of Dorset County Hospital.

Councillors R. Biggs, S. Biles, J. Hewitt, F. Kent-Ledger, R. Potter and M. Rennie declared a non-pecuniary interest in planning application P/FUL/2024/05034 Whetstones West Walks Dorchester DT1 1AW as trustees of Dorchester Alms Houses.

Councillor S. Biles declared a pecuniary interest in application P/FUL/2023/00713 & P/LBC/2023/02514 (Listed Building Consent) Former HMP Dorchester North Square Dorchester DT1 1HY as a nearby resident.

**20. Minutes**

The minutes of the meeting of the Committee held on 2 September 2024 were noted and signed by the chairman.

**21. Presentation on Applications P/FUL/2023/00713 and P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY**

The Committee received a presentation from Adrian Fox, Senior Planning Manager of City and Country regarding applications P/FUL/2023/00713 and P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY.



Concerns were raised by both Councillors and members of the public regarding the volume of traffic at the Bow (the Southern portion of North Square between the Corn Exchange and St Peter's Church) and in North Square as well as visibility from the prison site to Friary Hill for motorists when leaving the site and the affect it might have on parking. The Committee heard that the Highways authority were satisfied with the proposals and had recommended additional yellow lines for safety.

Councillors were particularly concerned about people parking and loading / unloading near the Bow (the Southern portion of North Square between the Corn Exchange and St Peter's Church) and the junction to High East and High West Steet and the obstruction to the highway that it could cause. The Committee requested that a condition to the planning application be included to ensure that parking (including blue badge holders) and loading / unloading be prohibited in the area of the Bow (the Southern portion of North Square between the Corn Exchange and St Peter's Church).

The Committee heard that the roads on the prison site would not be adopted by the Highway Authority. A Councillor sought confirmation that the development would not be a gated development and was assured by Adrian Fox that it would be open to the public and that the proposal included a museum / interpretation space in the gatehouse, retention of some of the prison wall in order to honour the history of the prison and that there would be a path down to the river.

The Committee raised concerns about the potential for unsightly sheds / greenhouses being erected in the gardens that abut Friary Hill and it was agreed that a request for a condition that permitted development rights be removed from Block 1B.

Councillors were concerned that the proposed trees for the site could be neglected once the development was complete and requested that a firm management plan be in place to ensure the trees were maintained.

The Committee were concerned about the impact to neighbouring residents and how they would be affected during the construction phase and requested that a condition that a robust construction management plan be put in place that would be sympathetic to the neighbouring residents, taking into consideration the working hours, the creation of dust, demolition process and parking for contractors.

The Committee deeply regretted the exclusion of affordable housing on the site, particularly when the demand in the area was so high and strongly urged the developer to reassess their stance and seek ways for it to be incorporated in the proposal.

It was agreed that the Committee had no objection to the application subject to the mentioned provisions / conditions.

### **Resolved**

The Dorset Council be notified that Dorchester Town Council raise no objection to applications P/FUL/2023/00713 and P/LBC/2023/02514 subject to conditions / provisions noted in appendix 1 of these minutes.

### **22. Planning Applications for Comment**

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

### **Resolved**

That the comments on the various planning applications, as set out in Appendix 1, be submitted to Dorset Council.

### **23. Minute Update Report**

There were no minute updates to report.

### **24. Planning Issues to Note**

#### **i) 1. P/HOU/2023/03387 101 Damers Road Dorchester DT1 2LB – Appeal APP/D1265/W/23/3332185**

The Committee noted that following dismissal of the appeal by the planning inspectorate, works were underway to reinstate the front garden of the property.

A Committee member requested that the Dorset Council be asked to notify Dorchester Town Council when appeal decisions are made.

Dorchester Town Council

Planning & Environment Committee – 7 October 2024

Planning Applications for Comment

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

**E1. P/FUL/2024/04134 30 Prince Of Wales Road Dorchester DT1 1PW**

Erect ancillary building within the rear grounds.

No objection.

**E2. P/FUL/2024/03516 Flax Factory St Georges Road Dorchester DT1 1PE**

Erect two storey extension (with roof space accommodation) to form dwelling (use class C3) with associated parking.

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).

No objection subject to conditions / provisions.

Councillors were particularly concerned about people parking and loading / unloading near the Bow (the Southern portion of North Square between the Corn Exchange and St Peter's Church) and the junction to High East and High West Steet and the obstruction to the highway that it could cause. The Committee requested that a condition to the planning application be included to ensure that parking (including blue badge holders) and loading / unloading be prohibited in the area of the Bow (the Southern portion of North Square between the Corn Exchange and St Peter's Church).

The Committee raised concerns about the potential for unsightly sheds / greenhouses being erected in the gardens that abut Friary Hill and it was agreed that a request for a condition that permitted development rights be removed from Block 1B.

Councillors were concerned that the proposed trees for the site could be neglected once the development was complete and requested that a firm management plan be in place to ensure the trees were maintained.

The Committee were concerned about the impact to neighbouring residents and how they would be affected during the construction phase and requested that a condition that a robust construction management plan be put in place that would be sympathetic to the neighbouring residents, taking into consideration the working hours, the creation of dust, demolition process and parking for contractors.

It should be noted that The Committee deeply regretted the exclusion of affordable housing on the site, particularly when the demand in the area was so high and strongly urged the developer to reassess their stance and seek ways for it to be incorporated within the proposal.

**N2. P/HOU/2024/04560 85 Bridport Road Dorchester DT1 2NH**

Erect rear flat roof extension forming garden room, utility and wc.

No objection.

**N3. P/LBC/2024/04717 4 Cornhill Dorchester DT1 1BA**

Carry out works associated with the upgrade and refurbishment of the property both internally and externally.

No objection.

**N3. P/FUL/2024/05034 Whetstones West Walks Dorchester DT1 1AW**

Installation of roof-mounted solar photovoltaic (PV) panels.

No objection.

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

**W1. P/FUL/2024/04984 Dorset County Hospital Williams Avenue Dorchester DT1 2JY**

Retain installation of 1no. air handling unit to ground floor, including attached service corridor, concrete base & ductwork to Level 2 Terrace adjoining East Wing Building.

No objection.

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

**S1. P/ADV/2024/04960 5 Pope Street Dorchester DT1 1GW**

Display 1no. illuminated high-level horizontal sign, 1no. illuminated projecting sign, 1no. non-illuminated fascia sign and window Vinyl.

No objection.

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

No applications received.

**Notice of Appeal**

**A1. P/LBC/2024/01796 21 Glyde Path Road Dorchester Dorset DT1 1XE**

**Appeal Reference: APP/D1265/Y/24/3348635**

Alterations to convert lower ground floor to ancillary accommodation. Install stud walls & reinstate windows & light wells.

An appeal has been made to the Secretary of State against the Dorset Council's refusal of the above application.

*The application was considered at the Dorchester Town Council Planning and Environment Committee meeting held on 29 April 2024.*

*The Committee raised no objection.*

**Dorchester Town Council**  
**Minutes of the Planning and Environment Committee**  
**4 November 2024**

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

**Apologies:** L. Fry, J. Hewitt and R. Major

Also in attendance:

Stewart Palmer, DTAG

Robert Ackland, Director of The Brewery Square Development Company Ltd

Eddie Hill, Halo Developments Ltd.

Kim Slowe, Leaper Land Promotion Ltd

**25. 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. They would take part in the debate but not vote on planning applications at this meeting.

**26. Minutes**

The minutes of the meeting of the Committee held on 7 October 2024 were approved by the Committee and signed by the chairman.

**27. Parking in Dorchester**

The Committee was informed that Dorset Council's Service Manager for Parking Services was not able to attend the meeting but the Committee agreed to defer the item until the next meeting.

**28. Highways Alteration, London Road Request**

The Committee considered a request from Dorchester Transport Action Group for the support of Dorchester Town Council for a bus stop and traffic island in London Road. Stewart Palmer (Chair of DTAG) stated that there was a need for safer crossing arrangements so that people in the retirement accommodation could access the convenience store in the garage.

Cllr Jones was concerned that the existing bus route (Damory No.2) did not directly go into the town centre. However Mr Palmer explained that it might be possible to request that buses coming in from Blandford be scheduled to stop on London Road. Cllr Jones

considered that the majority of people crossing the London Road were those walking along the riverside. Cllr Farmer agreed that it was very difficult for pedestrians to cross the London Road and any safer arrangements would be welcomed.

### **Resolved**

That the Council submits a request to Dorset Council for consideration to be given to both installing safer pedestrian crossing facilities on London Road and establishing a new bus stop for those wishing to travel to the town centre.

### **29. Presentation on Application P/FUL/2022/05673**

The Committee received a presentation from Robert Ackland, Director of The Brewery Square Development Company Ltd, and Eddie Hill, Halo Developments Ltd, regarding application P/FUL/2022/05673 The Maltings and Maltings Mews Pope Street / Eldridge Street Dorchester Dorset.

Mr Ackland explained that in response to concerns raised by neighbouring residents, the design of the scheme for Maltings Mews had been amended to reduce glazing on the elevation facing on to the rear of properties on Prince of Wales Road. Mr Hill stated that the levels on the plans regarding the height of the building had been confirmed as correct by Dorset Council. Mr Ackland reminded the Committee that there was an extant planning permission for Maltings Mews.

Cllr Rennie stated that the design lacked any details or interest in the brickwork. Mr Hill confirmed that more detailing could be added to the design of the brickwork. Cllr Rennie also stated that she was unhappy with the scale of the building and that there may need to be a more substantial fence and planting along the boundary between the site and the gardens of the Prince of Wales Road properties. Cllrs Kent-Ledger and Jones were also concerned about the lack of detail in the brickwork and the scale of the Maltings Mews.

The Chairman invited Neil Williams, an architect appointed by Mr and Mrs Snow (residents on Prince of Wales Road) to speak to the committee. Mr Williams had appraised the scheme for his clients and was of the view that the new design for Maltings Mews was higher than that of the extant permission and that most of the glazing that had been removed was just for common areas (e.g. staircases) rather than in residential units. Mr Snow stated that he and other residents on Prince of Wales Road were very concerned about the height of the proposed new building. Mr Williams also stated that the wall along the rear of the gardens on Prince of Wales Road could not act as a retaining wall if the ground was made higher on the Brewery Square side of the building.

The committee agreed that it would object to the planning application due to the overbearing nature of the design of Malting Mews in relation to the properties on Prince of Wales Road and request that Dorset Council refer the application to its Planning Committee to be determined.

## **Resolved**

That Dorset Council be informed that Dorchester Town Council wishes to object to planning application P/FUL/2022/05673 due to the height and mass of the Maltings Mews building the lack of visual/architectural interest and detail in the brickwork of the side of the building facing onto the Prince of Wales Road properties. The Town Council also requests that the planning application be referred to Dorset Council's Planning Committee for determination.

### **30. Planning Applications for Comment**

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

#### **Application P/FUL/2024/04757 Land and Buildings at Fordington Farm Alington Avenue Dorchester**

The Chairman invited Mr Kim Slowe of Leaper Land Promotion Ltd, the developers for the scheme, to answer committee questions. Cllr Jones raised the issue of pedestrian access through the northern part of the site and onto Sandringham playing field car park to assist pedestrian access to the play area. Members also requested more planting within the scheme. Mr Slowe indicated that this suggestion would be acceptable. Mr Slowe also explained that some of the units would be affordable in perpetuity.

The Assistant Town Clerk informed the committee that the issue of permission for access to the development from Armada Way via the entrance to the Town Council's car park, would be considered by Management Committee at its next meeting.

## **Resolved**

That the comments on the various planning applications, as set out in Appendix 1, be submitted to Dorset Council.

### **31. Minute Update Report**

There were no minute updates to report.

### **32. Planning Issues to Note**

There were no Planning Issues to note.



Dorchester Town Council

Planning & Environment Committee – 4 November 2024

Planning Applications for Comment

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

**E1. P/FUL/2024/04757 Land and Buildings at Fordington Farm Alington Avenue Dorchester**

Demolish existing farm buildings. Erect 7 dwellings with associated garages & parking. Form new vehicular access.

No objection.

The committee welcomed the scheme but requested that a public footpath be established across the northern area of the site to enable pedestrian access to the Sandringham recreation ground and play area. The committee also requested additional planting within the scheme.

It should be noted that the access arrangements will be considered at the next meeting of the Dorchester Town Council Management Committee.

**E2. P/HOU/2024/05784 60 Eddison Avenue Dorchester DT1 1NY**

Erect Rear Porch.

No objection.

**E3. P/LBC/2024/05950 Fordington House Flat 6 Lancaster Road Dorchester DT1 1NP**

Subdivision of first floor bedroom.

No objection.

**E4. P/HOU/2024/06157 42 Alington Avenue Dorchester DT1 2AB**

Install dropped kerb & form vehicular access.

The committee objected to this application on the basis of its impact on the safety of pedestrians and other road users and its detrimental affect on an attractive boundary wall.

**E5. P/HOU/2024/05970 38 Prince Of Wales Road Dorchester DT1 1PW**

Installation of 2 Air Source Heat Pumps.

No objection.

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

**N1. P/HOU/2024/05622 & P/LBC/2024/05623 11 Princes Street Dorchester DT1 1TW**

Dismantle and rebuild chimney stack.

No objection.

**N2. P/FUL/2024/06041 & P/LBC/2024/06042 (Listed Building Consent) 2 Cornhill Dorchester DT1 1BA**

Change of use to convert basement, first, second & third floor into four apartments, retaining retail unit at ground floor.

The committee expressed concerns about the potential lack of natural light in the basement residential unit.

**N3. P/MPO/2024/05981 Former Tennis Courts East Of West Walks Dorchester**

Modification of a planning obligation dated 30 July 2024 relating to Planning Permission No. WD/D/20/00/1242, To amend the definition of "Social Rent Unit" and "Ceiling Rent", as it could currently be interpreted that the social rent plus service charges cannot exceed the Local Housing Allowance rate.

As Dorchester Town Council is the landowner no comment will be made on this application.

**N4. P/FUL/2024/06225 29 High West Street Dorchester DT1 1UP**

Replace glazed conservatory roof with pitched roof with rooflights

No objection.

**N5. P/LBC/2024/06134 38 South Street & 5A Trinity Street Dorchester DT1 1DF**

38 South Street - Install new shop front including new external door and steps to serve flat above shop. Demolish and re-build first floor rear extension. Remove and replace roofs. Carry out internal and external alterations.

5A Trinity Street - Remove and replace roof, carry out internal and external alterations.

No objection.

**N6. P/FUL/2024/05819 Vespasian House Barrack Road Dorchester DT1 1TS**

Installation of 14no. balconies & doors to north-west & south-east elevations.

No objection.

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

**W1. P/HOU/2024/05997 3 Clarence Road Dorchester DT1 2HF**

Erect two storey extension, replacement porch and install PV array to the South aspect roof (demolish conservatory)

No objection.

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

**S1. P/FUL/2022/05673 The Maltings and Maltings Mews Pope Street / Eldridge Street Dorchester Dorset**

Change of use & conversion of The Maltings to create flexible commercial (Use Class E)/community (Use Class F2)) uses & parking purposes at basement floor & for residential (Use Class C3) at ground to second floors; with external alterations, extension to existing basement & erection of side extensions up to five storeys (to provide a total of 43 flats). Erection of five-storey building (Malting Mews) with parking at ground floor & residential use (Use Class C3) at first to fourth floors (33 flats).

Objection

The committee objected due to the height and mass of the Maltings Mews building and the lack of visual/architectural interest and detail in the brickwork of the side of the building facing onto the Prince of Wales Road properties.

The Town Council also requests that the planning application be referred to Dorset Council's Planning Committee for determination.

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

**P1. P/FUL/2024/05529 Castle View Nursing Home Bridport Road Poundbury DT1 2NH**

Erection of extension to main entrance porch, including reception. Erection of garden lounge extension.

No objection

## For Information

**FI1. P/CLP/2024/05674 26 Alington Road Dorchester DT1 1NT**

Certificate of Lawfulness for a loft conversion including addition of dormer window to rear elevation and roof light to front elevation.

*Certificate of Lawful Use Proposed application has been received by Dorset Council. You are being notified for information purposes only.*

*Circulated to Councillors 15 October 2024.*

**FI2. P/CLE/2024/05439 22 South Walks Road Dorchester DT1 1ED**

Certificate of lawfulness to retain extension.

*Certificate of Lawful Use Proposed application has been received by Dorset Council. You are being notified for information purposes only.*

*Circulated to Councillors 15 October 2024.*

**FI3. P/CLP/2024/05763 6 Wollaston Road Dorchester DT1 1EQ**

Certificate of lawfulness to convert from 2 no flats to 1 no. single dwelling.

*Certificate of Lawful Use Proposed application has been received by Dorset Council. You are being notified for information purposes only.*

*Circulated to Councillors 15 October 2024.*

## **Dorchester Town Council**

### **Management Committee**

**11 November 2024**

**Present:** The Mayor (Councillor R. Potter) and Councillors L. Fry, W. Gibbons, J. Hewitt, F. Hogwood, S. Jones, F. Kent-Ledger (Vice Chairman), D. Leaper (Chairman), R. Major and M. Rennie.

**Apologies:** Councillor P. Farmer.

In attendance:

Councillors R. Biggs and K. Reid.

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

**23. Declaration of Interests**

Cllr Major declared a personal interest with regard to minutes 33 (a) below. Cllr W. Gibbons and Cllr D. Leaper both declared a personal interest with regard to minute 33 (c) below.

**24. Minutes**

The Minutes of the Meeting of the Committee held on 16 September 2024, adopted by Council on 30 September 2024, were taken as read and were confirmed and signed by the Chairman as a correct record.

**25. Outdoor Services – Update Report**

The committee received the update report from the Assistant Town Clerk (Outdoor Services) and were informed that works to trees at Frome Terrace would take place later that week and that the resurfaced tennis courts at Borough Gardens were now available for use.

**Resolved:**

That the Outdoor Services update report be noted.

**26. New Picnic Table Area and Shrub Bed Works at The Great Field**

The committee received a report from the Assistant Town Clerk (Open Spaces) on a proposal to install a new, accessible picnic table/bench and shrub bed works at The Great Field. The committee were informed that the new picnic table would be made of recycled plastic.

**Resolved:**

That the committee approved the siting of the picnic table and shrub works as proposed in the report.

**27. Draft Corporate Plan 2025-2029**

The committee received a report from the Assistant Town Clerk (Corporate) on the council's draft Corporate Plan and were invited to comment on the draft documents.

With regard to page 6, Cllr Rennie asked that the fourth point be amended to make reference to other writers to emphasise the 'rich literary heritage' of Dorchester.

Cllr Rennie asked that on page 7 in Appendix A be amended to remove references to specific events such as Anonymous and Love Parks and, instead, refer in general to events for families and young people.

With regard to page 9 on Appendix A, Cllr Fry asked that the first bullet point be amended to remove specific reference to developers at Brewery Square and Poundbury and just refer in general terms to 'developers'. Also on page 9, Cllr Rennie also requested that the ninth bullet point be amended to read 'While there should be a mix in any new housing development...' and Cllr Hogwood asked for clarification on page 11 as to how the council will work with the Dorchester CLT. With regard to the same point, Cllr Fry proposed that it should be amended to '...with the Dorchester CLT and other partners...'

Cllr Fry asked that the action points in Appendix B be numbered for ease of reference.

Cllr Biggs highlighted the forthcoming High Street Rental Auctions (HSRAs) which will give local councils new powers to tackle persistently vacant properties in town centres by putting the leases up for auction. Cllr Biggs suggested that this new power should be included in the Corporate Plan.

**Resolved:**

That the committee agreed the draft Corporate Plan 2025-29 subject to the proposed changes.

**28. Request for litter bins on Pavilion Green**

The committee received a report from the Assistant Town Clerk (Corporate) on a request from residents close to Pavilion Green in Poundbury for the provision of dog waste bins on this area of open space. The Chairman invited Ms Zoe Bell to address the committee and explain residents' concerns. Cllr Hogwood stated that the lack of litter bins was a problem affecting the whole of the north west quadrant of Poundbury but the litter pickers do good work. Cllr Gibbons explained that the Duchy of Cornwall

had confirmed to him that it was their policy not to provide any litter bins.

Cllrs Rennie and Fry both stated that, although they sympathised with the residents, it was the town council's policy not to provide and service waste bins on land that it neither owned nor leased and that to do so for Pavilion Green would set a precedent that might lead to demands for similar provision in other areas of the town. The Assistant Town Clerk (Corporate) reminded members that the committee had not yet agreed to the council taking a lease on the Pavilion Green site and the Assistant Town Clerk (Outdoor Services) stated that the amount of remedial works required on the site meant that it would be some time before the site would be acceptable to the town council.

Cllrs Hogwood and Jones proposed that the town council should write to the Duchy of Cornwall requesting that it address residents' concerns through the provision of waste bins.

**Resolved:**

- a) That the request for the Town Council to provide and service dog waste bins on Pavilion Green be declined as the council does not have any responsibility for the land.
- b) That the Chairman and Mayor write jointly to the Duchy of Cornwall expressing their disappointment at the lack of bin provision on the Duchy's Pavilion Green site.

**29. Request from Dorchester Bowling Club for assignment of lease**

The committee received a report from the Assistant Town Clerk (Corporate) on a request from the Dorchester Bowling Club for the assignment of its lease from the Town Council to be transferred from the current trustees to the newly formed company limited by guarantee. The issuing of a licence to enable the assignment of the lease was fully supported by the committee.

**Resolved:**

That the council issues a licence to enable the assignment of the Dorchester Bowling Club's lease from the trustees to the company limited by guarantee.

**30. Draft lease for Holmead Walk Greenspace & Play Area**

The committee received a report from the Assistant Town Clerk (Corporate) on a draft lease to enable the Town Council to take responsibility for the Holmead Walk greenspace and play area. The Assistant Town Clerk (Outdoor Services) outlined his

concerns about the condition of trees and woodland within the site and the absence of any active management or long-term plan. Cllr Kent-Ledger asked if the town council needed to undertake a survey and the Assistant Town Clerk explained that it should be the responsibility of the Duchy of Cornwall should commission the survey from a specialist.

The committee agreed that the Town Council should take on the lease for Holmead Walk subject to the Duchy of Cornwall commissioning a specialist arboricultural survey of all trees and woodland within the leased area and developing a long-term woodland management plan for the site.

**Resolved:**

That the council takes the lease on Holmead Walk greenspace and play area on the terms as set out in the report and subject to an independent arboricultural contractor being commissioned to carry out a current condition survey of trees within the site and produce a schedule of remedial works and a 10-year management plan.

**31. Re-letting of lease for Borough Gardens Catering Kiosk**

The committee received a report from the Assistant Town Clerk (Corporate) on the need to find a new tenant for the catering kiosk in Borough Gardens as the current tenant was ceasing trading at the end of 2024. The terms of the current agreement for the kiosk were presented to the committee.

**Resolved:**

That the Town Clerk be given delegated authority to procure a new tenant for the Borough Gardens catering kiosk on the terms set out in the report in consultation with the Chairman and Vice Chairman of the Committee.

**32. Fordington Cemetery Wall.**

**(a) Update on cemetery wall repairs.**

The committee received a report from the Assistant Town Clerk (Outdoor Services) on the collapsed retaining wall along the Holloway Road side of Fordington Cemetery. The committee was informed that contractors will soon remove the spoil from the bottom of the wall and the exposed surface will be shuttered. The Assistant Town Clerk stated that an architect was producing a schedule of works for the repairs but, due to the specialist nature of the works, it may be some time before rebuilding commences. Cllr Jones asked that any original stonework should be reused where possible. Cllr Hogwood asked if there was any way for preventing rainwater from causing a similar collapse in future. The Assistant Town Clerk stated that the repaired



wall would have a buffer zone behind the facing to enable de-watering.

**Resolved:**

That progress with the repairs to the retaining wall at Fordington Cemetery be noted.

**(b) Future arrangements for Remembrance Service at the German memorial.**

The committee received a report from the Assistant Town Clerk (Corporate) on the likely need to relocate the annual service of commemoration at the German prisoner of war memorial in Fordington cemetery for reasons of safety. Cllr Jones proposed that the service could take place uphill from the memorial with wreaths placed on its top. Cllr Kent-Ledger stated that the ceremony could take place in Holloway Road/Mill Street as it was not originally a religious service. The committee discussed whether the memorial should be relocated to a safer, more convenient position but it was generally considered that this would not be appropriate. However, it was agreed that the matter of the future location of the ceremony could be considered by the Twinning & Cultural Activities Panel.

**Resolved:**

That the Twinning & Cultural Activities Panel develop options for the future location of the annual commemorative service at the German Prisoner of War memorial given safety concerns regarding the current site.

**33. Grant Applications**

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

- (a) That a grant of £225 be awarded to the Lions Club of Dorchester & District towards the cost of the Summerfest 2025 event.
- (b) That a grant of up to £320 be awarded to the Durnovaria Silver Band towards the cost of a printer and laminator subject to proof of expenditure.
- (c) That the request from the Poundbury Residents Association for a grant of £500 towards the cost of its 'Spirit of Poundbury' youth photography competition be declined.
- (d) That a grant of £300 be awarded to Dorset Museum & Art Gallery towards the cost of Dorchester Family Science Day in March 2025.
- (e) That a grant of £500 be awarded to the Dorchester Arts towards the cost of *The Script's The Thing* scriptwriting festival.

(Cllr R. Major declared an interest in (a) above and left the meeting during consideration of the matter).

(Cllrs D. Leaper and W. Gibbons declared an interest in (c) above and left the meeting during consideration of the matter).

**34. Notes of Member Site Visit on 10<sup>th</sup> September 2024**

The minutes of the member site visit were considered by members.

**Resolved:**

That the minutes of the member site visit be noted.

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

The minutes of the Dorchester Arts board meeting minutes of 23<sup>rd</sup> October 2024 were considered by members.

**Resolved:**

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

**36. Draft Policy on the Provision & Use of Work Equipment Regulations (PUWE)**

The Assistant Town Clerk (Outdoor Services) outlined the responsibilities on the council as a result of the Provision & Use of Work Equipment Regulations and the need for the council to adopt a suitable policy. If the policy is adopted by the council then an report on work-related accidents will be presented to the committee on a biannual basis.

**Resolved:**

The committee agreed the draft policy on the Provision and Use of Working Equipment as set out in Appendix A of the report.

**37. Use of council land for Beryl Bike scheme.**

The Assistant Town Clerk (Corporate) presented a request from Dorset Council for the use of a small area of town council land adjacent to the Sandringham playing field for use as a parking bay for the Beryl Bike electric bicycle hire scheme.

**Resolved:**

The committee agreed to the use of the identified area of land between Diggory Crescent and Sandringham playing fields as a parking bay for the Beryl Bike scheme and gave delegated authority to the Town Clerk to agree appropriate terms with Dorset Council.

38. **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 5438 to 5449 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

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

**Resolved:**

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

40. **Access to Fordington Farm**

The Assistant Town Clerk (Corporate) presented a report setting out the draft head of terms for an agreement which would grant the Duchy of Cornwall permanent rights of access through the Sandringham playing field car park in to Fordington Farm. This new access arrangement would enable the Duchy to develop the redundant farmyard for housing.

The Assistant Town Clerk explained that the draft heads of terms would need to be amended to ensure that the Duchy (or its contractors/developers) will be responsible for putting the area the access area (shaded in red on the plan attached to the draft Heads of Terms) in good order at the end of the construction of the new development and discussions will need to take place with the Duchy over future maintenance.

**Resolved:**

The committee agreed the draft Heads of Terms (as set out in Appendix A) with the Duchy of Cornwall subject to amendments to ensure that the Duchy (or its contractors /developers) will be responsible for putting the area the access area (shaded in red on the plan attached to the draft Heads of Terms) in good order at the end of the construction of the new development and that discussions take place with the Duchy over future maintenance.

Chairman.....

# Dorchester Town Council

## Policy Committee

18 November 2024

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

In Attendance

Councillors P. Farmer, L. Fry, W. Gibbons, F. Hogwood, D. Leaper and M. Rennie.

**Apologies:** Councillor R. Ricardo.

**27. Minutes**

The Minutes of the Meeting of the Committee held on 23 September 2024, adopted by Council on 30 September 2024, were taken as read and were confirmed and signed by the Chairman as a correct record.

**28. Declaration of Interests**

Councillors R. Biggs, P. Farmer, L. Fry and J Germodo declared an interest in respect of Minute No. 33, Dorchester Youth and Community Centre, and left the room during the consideration of that matter.

**29. Finance Update**

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

The report also set out the outcome of the procurement exercise for the Council's insurances. Only one insurance provider had opted to quote. It was also noted that the payment from Freedom Group for the use of the old tennis court site had been received and that the first internal audit for 2024-25 had been completed.

**Resolved**

- (1) That the payments list, totalling £447,141.39 be approved.
- (2) That the report of the internal auditor and officer responses to them be noted.

- (3) That the Council enters into a three year insurance agreement with Clear Insurance Group at a cost of £39,000 per year as from 1 December 2024.
- (4) That the payment from Freedom Group for the use of the old tennis court site, less the Council's administration fee of £1,000, be passed to the DACLT.

**30. Corporate Plan First draft**

The Committee considered the draft Corporate Plan and High Level Action Plan 2025-29 together with the comments already made on the draft by the Corporate Plan Task and Finish Group.

Members felt that the 'Economy' section should be strengthened to include the Council doing all it can to protect the Town's employment land through the Local Plan process and consider partnering with Dorset Council on projects to improve existing employment land.

Members also wished to see the Council's support and engagement with young people highlighted in the Plan and acronyms removed.

**Resolved**

That, subject to the comments set out above the Corporate Plan and High Level Action Plan be put to public consultation.

**31. Strategic and Operational Risk Registers**

Members considered a report of the Assistant Town Clerk (Corporate) relating to the Council's Risk Registers.

The Committee reviewed each of the high level risks included in the report. Members agreed to include a new risk related to Fordington Cemetery Wall.

In regard to the Risk Management Plan, paragraph 4, bullet point three, Members agreed that this should be changed to read 'Taking advantage of opportunities to improve our services'.

**Recommended**

- (1) That, subject to the amendment above, the assessed high level strategic and operational risks be approved.
- (2) That the Strategic and Operational Risk Registers, as a whole, be approved.

- (3) That the Risk Management Plan be amended as set out above.

### 32. **Fordington Cemetery Wall**

Members received a report by the Town Clerk which updated them on the financial situation with regard to the Fordington Cemetery Wall collapse.

The Mayor thanked those that attended the German War Memorial service recently.

#### **Resolved**

- (1) That the emergency scaffolding costs of £20,000 be paid from the Cemeteries reserve.
- (2) That a further report be presented to the Committee once the additional cost information is available in light of the overall condition of the wall.
- (3) That the excess of £575 be reimbursed to the young driver who had her car written off by the wall collapse, to be reviewed annually.

### 33. **Discretionary Annual Core Grants**

Further to Minute No. 22/2024 the Committee considered three year annual core grants applications from the Dorchester Youth and Community Centre (DYCC) and the Dorchester Joint Heritage Committee.

In respect of DYCC the Committee expected DYCC to look at increasing its revenue streams and that this would be encouraged and monitored by the Town Council representative on DYCC.

#### **Resolved**

- (1) That a three year annual grant of £28,000 per year be paid to the Dorchester Youth and Community Centre as from 2025-26.
- (2) That a three year annual grant of £8,500 (for major events) and £3,000 (for maintenance and small projects) be paid to the Dorchester Joint Heritage Committee as from 2025-26.

### 34. **Variation to the Former Tennis Court Site S106 Deed of Variation**

The Committee considered whether to agree to the proposed variation of the S106 agreement so as to bring the wording in line with standard clause used to define social rents in this type of agreement. Dorset Council had advised that the variation was acceptable to that authority.

**Resolved**

That the variation to the S106 Agreement, set out in the report, be agreed.

**35. Financial Regulations**

Members considered revised Financial Regulations which had been based on the April 2024 NALC Model Financial Regulations.

**Recommended**

That the revised Financial Regulations be agreed.

**36. Standing Committees – Terms of Reference**

The Committee considered revised terms of reference for its standing committees.

Members felt that Economic Development should be included within the Policy Committee's delegated powers.

**Recommended**

That, subject to the above amendment, the revised terms of reference for the Council's standing committees as set out in the Annexure to these Minutes be agreed.

**37. Plant Based Catering at Council Events**

The Committee had before it a report by the Town Clerk on the possibility of transitioning to plant based food options at Council events where food was served.

Members felt that provision should not be totally plant based but also healthier with reduced ultra processed foods. A healthy mix of foods, including an increase of plant based foods, would be the ideal

**Resolved**

That officers explore the practicalities and costs of moving to a healthier, more plant based catering at Council events with a report to be presented to a future meeting with the aim of a trial at the 2025 Mayor Making.

**38. Town Centre Working Group**

(a) **Smart Hubs**

Members considered a report by the Assistant Town Clerk (Corporate) on a presentation the Working Group had received from a company called Pulse who



specialised in multi-functional digital advertising screens and who were looking to install its smart hubs in towns across the South West including Dorchester.

Members did not support the proposal as there would be no control over the advertisements, they would look out of place in the conservation area and concerns over data collection.

**Resolved**

That the Council does not lend its support to the initiative.

(b) **Footfall Counter**

The Committee had before it a report by the Responsible Finance Officer reporting on the Working Group's request for part funding towards the cost of continuing with the footfall counter in the town. It was noted that the BID was contributing towards the counter costs but Members felt that it should be encouraged to contribute more. The Town Council representative on the BID to be requested to seek support for this at the next BID meeting.

**Resolved**

- (1) That the Council fund the footfall counter at a cost of up to £2,200 per year for a three year period starting from the 2025-26 financial year to be reviewed by the Committee prior to the setting of the 2028-29 budget.
- (2) That Dorchester BID be asked to contribute more to the project.

39. **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.

40. **Insurance**

The Committee considered a report by the Assistant Town Clerk (Corporate).

**Resolved**

That no specialist insurance be taken out, but other security measures be investigated.

41. **Shire Hall Historic Courthouse Museum**

The Committee considered a report by the Town Clerk.

**Resolved**

That the report be noted.

Chairman.....

**Management Committee**

Constitution: 11 Members and the Mayor ex-officio.

Delegated Powers: The powers, duties and functions of the Council relating to:

The administration, maintenance and letting of the various facilities provided by the Council including all outdoor spaces.

Arts and cultural activities and other matters relating to the promotion of entertainments and other events.

Organising civic events.

The administration and maintenance of the burial function.

The administration and maintenance of the allotments function.

The administration and maintenance of the administrative offices.

Twinning arrangements and visits.

Revision of Hire Charges.

The small grants scheme and cultural activities grants.

Referred Business To consider and report to the Council on:

Making any necessary recommendations for improvements to services within the Committee's sphere of responsibility as a result of regular monitoring.

The making, adoption or enforcement of byelaws or any other local legislation.

**Planning and Environment Committee**

Constitution: Up to 19 Members and the Mayor ex-officio.

Delegated Powers: The powers, duties and functions of the Council relating to:

Consideration of Planning Applications and the submission of observations on them to the Local Planning Authority.

Observations (as necessary) to the responsible Authority on matters affecting the environment, traffic management and public transport in the Town.

Footpaths, bridlepaths and rights of way.

Street Naming.

Referred Business: To consider and report to the Council on:

All major development proposals affecting the environment of the Town.

The Local Development Plan

Developments which, in the opinion of the Committee, would be of benefit to the Town.

## Policy Committee

Constitution:	8 Members and the Mayor ex-officio.
Delegated Powers:	<p>The powers, duties and functions of the Council relating to:</p> <p>Investments.</p> <p>Control of financial income and expenditure within the Estimates approved by the Council.</p> <p>Policy - consideration for recommendation to the Council of items referred to the Committee by the Council and other Committees.</p> <p>Appointment of staff.</p> <p>Ensuring that the maximum possible value for money is achieved by all Committees and that suitable procedures are in place for liaison with the Council's Auditors.</p> <p>Tourism Development.</p> <p>Community Development.</p> <p>Carbon reduction action as set out in the Council's Climate Emergency Plan.</p> <p>Economic Development</p>
Referred Business:	<p>To consider and report to the Council on:</p> <p>Consideration of annual Financial Estimates of Committees prior to their submission to the Council.</p> <p>Establishment.</p> <p>Expenditure and income proposed by other Committees other than that included in the current Financial Estimates.</p> <p>Core revenue grants.</p> <p>Consideration of the Council's risk management strategy and risk registers.</p> <p>Considering any performance review recommendations of other committees.</p> <p>Review (as necessary) of Standing Orders, Financial Regulations and Terms of Reference of Committees.</p> <p>Review (as necessary) of the Council's Climate Emergency Plan.</p> <p>Supervising and overseeing the preparation and application of a comprehensive Performance Management System including review of all the Council's policies not specifically mention in these terms of reference.</p> <p>The preparation, review and oversight of a corporate development plan for the Council.</p> <p>Consideration of strategic policy documents and consultation papers issued by the Government and other bodies.</p>

## **Mayoral Selection Committee**

**Constitution:** All previous Mayors serving on the Council and the Mayor ex-officio (The serving Deputy Mayor to be Chairman)

**Delegated Powers:** The powers, duties and functions of the Council relating to:  
There are no delegated powers.

**Referred Business** To consider and report to the Council on:  
The choice of the succeeding Mayor.  
Any matters relating to the operation of the Mayoralty including (when necessary) the Mayors Charity and Mayoral budgets.  
The creation of Honorary Townspeople as may be required.

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

**15<sup>th</sup> OCTOBER 2024**

At a Meeting of the Dorchester Joint Heritage Committee held on 15<sup>TH</sup> October 2024:

**PRESENT:**

Dorchester Town Council	Councillors:	G. Jones (Chairman)
		S. Biles
	Officers:	T. Hurley
		M. Manley
Dorset Council	Councillors:	R. Major
		R. Tarr
Dorchester Association		M. Rice
Local Nature Reserve		L. Poulsen
Dorset Council - Archaeology		S. Wallis
Thomas Hardy Society		M. Chutter
Dorchester Civic Society		A. Harrison
Dorset History Centre		S. Johnston
Blue Badge Tour Guide		J. Wallis
Dorchester Sheroes Project		A. Pearson

26. **APOLOGIES**

Apologies for absence were received from Cllrs F. Kent-Ledger, S. Jones and D. Taylor (Dorchester Town Council), Cllrs R. Biggs and L. Fry (Dorset Council), E. Metcalfe (The Keep Military Museum), V. Smith (Shire Hall Historic Courthouse Museum), and C. Dixon (Dorset Museum & Art Gallery).

27. **MINUTES**

The minutes of the meeting held on 23<sup>rd</sup> July 2024, a copy of which had been circulated, were confirmed and signed.

28. **DECLARATION OF PREDETERMINATION**

None were declared.

29. **BUDGET UPDATE**

An update report on the committee's budget was presented.

**RESOLVED**

That the budget update be noted.

30. **COMMITTEE FUNDING FOR 2025-2029**

A proposal for the committee budget requirements for the period 2025-29 was discussed. Cllr Biles enquired about the cost of road closures and Cllr Tarr stated that investment in heritage events bring visitors to the town.

**RESOLVED**

That the following funding request for 2025-29 be submitted to Dorchester Town Council for consideration:

- a) £8,500 per annum for major events
- b) £3,000 per annum for small projects

31. **ONGOING PROJECTS**

Updates on the following were received:

- a) **Millstream information boards.** Tony Hurley reported the final heritage information panel on the Old Mill would be unveiled tomorrow and then the trail would be complete.
- b) **Refreshing heritage information panels.** Tony Hurley reported that several panels had been replaced recently due to weathering and that all the panels at Maumbury Rings would be refreshed in the Spring. Cllr Tarr stated that the Hardy trail panels were looking quite worn and it would be good to find the original designs so that these too could be refreshed.
- c) **Dorchester Sheroes Project.** Mark Chutter and Anya Pearson updated the committee on the project and stated that the author Sylvia Townsend Warner had been chosen by the project as the subject of a new statue in Dorchester. A concept design was circulated showing the statue seated on a bench in South Street. Anya Pearson confirmed that Dorset Council had been contacted with regard to the proposed location. The committee agreed that if this design was pursued then it would be useful to have an information plaque nearby. Mark Chutter indicated

that some funding had already been promised by the organisation Visible Women UK and that a crowd funding campaign would be launched on the 8<sup>th</sup> November.

- d) **Roman Baths Interpretation Project.** Tony Hurley stated that steps to improve the interpretation would be included in the Roman Festival project.
  
- e) **Feedback from New Hardy Players.** Andy Worth provided an update on the Players highly successful performances of the Six Men of Dorset play. There had been 12 performances and an outdoor performance at the Tolpuddle Festival. Andy Worth stated that there was a film of the performance and that the script and other material would go to the Dorset History Centre. Matilda Manley suggested that perhaps there could be a 100<sup>th</sup> anniversary performance in 10 years' time. The committee congratulated Andy Worth and the Players for such an excellent project.
  
- f) **Museums After Dark.** Tony Hurley reported that the museums would like to retain the Committee's grant of £400 and use it to support a families' event just before Christmas as the Museums After Dark project would not be going ahead. This was agreed by the Committee.
  
- g) **Town Pump enhancements.** Anthony Harrison provided an update from the Dorchester Civic Society's project to install a water fountain in the Town Pump. Discussions with Wessex Water were very positive and there were planning/conservation permissions to secure. Cllr Biles recommended that the Society work closely with the Town Council's own project to enhance the surroundings of the Town Pump.

### 32. **HERITAGE OPEN DAY 2024**

Tony Hurley and Matilda Manley presented a feedback report on Heritage Open Day in September. There had been an impact on footfall in town as a result of the IronMan event. Mark Chutter stated that it was a shame there access to the Old Oak Rooms had not been given. The members of the committee stated a preference for any future event to be timed so that it did not clash with the County Show or IronMan, even if it was outside of the national Heritage Open Day fortnight, and for it to be a street event with entertainment requiring the closure of High West Street.

#### **RESOLVED:**

That Assistant Town Clerk bring forward a proposal for a heritage street event to take place in September 2025.



33. **FUTURE PROJECTS**

- a) **Water meadows project.** It was reported that the Civic Society had been in discussions with Kingston Maurward College regarding the reintroduction of water meadows but this project was current in abeyance.
- b) **History of Dorchester online content.** Anthony Harrison reported on the Civic Society's very popular 'history of Dorchester' Facebook page which had attracted considerable attention. However, the content was unstructured and capturing it for archiving was a challenge. Andy Worth highlighted that there were interviews and oral history recordings on the Keep 106 website.
- c) **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. Ideally, Cllr Jones would like to see replicas of the reliefs in Tudor Arcade installed in this area. Steve Wallis stated that there was a great deal of information about the 1909-13 excavations at Maumbury Rings which could be used. It was agreed that a meeting be arranged with Historic England to discuss the better interpretation of the prehistoric heritage of Dorchester.
- d) **Proposal for information board for the Moule Institute.** Mark Chutter highlighted the need for a heritage information panel about the Moule Institute in Fordington and would give a presentation on this to a future meeting.

34. **HERITAGE TOURISM STRATEGY - UPDATE**

Matilda Manley presented an update on progress with the Heritage Tourism Strategy and the work of the Tourism Partnership.

**RESOLVED**

That the report on the activities of the Tourism Partnership were noted.

35. **DORCHESTER TOURISM PARTNERSHIP – FESTIVAL PROPOSALS FOR 2025**

Matilda Manley presented proposals for a Food & Drink Festival and a Dorchester Walking Festival to take place in 2025.

**RESOLVED**

That funding be allocated to support the Food & Drink Festival and a Dorchester Walking Festival to take place in 2025.

36. **ROMAN FESTIVAL 2025 - PROPOSAL**

The Committee considered a proposal from Matilda Manley to hold a Roman Festival in Dorchester in April 2025 to co-incide with the British Museum's 'Gladiators of Britain'; exhibition which is being hosted by Dorset Museum & Art Galleries in 2025.

**RESOLVED**

That the proposals for a Dorchester Roman Festival be agreed.

37. **UPDATES FROM PARTNERS**

**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. The Sylvia Townsend Warner collection is also in need of cataloguing. The Wessex Water archive had been received along with a grant to help with cataloguing.

**Keep 106.** Andy Worth reported that the radio station was the third most listened to in the Dorchester area just behind Greatest Hits Radio. The station has a 'whats on' page which can be added to at no charge and is distributed to all the presenters.

**Riverside Reserve.** Linda Poulsen reported on the problem of ash dieback affecting many trees in the Riverside Reserve and there were also problems with anti-social behaviour in the evenings. Linda Poulson also expressed concerns about the level of graffiti in the town.

**Dorchester Association.** Michael Rice reported collaboration with Dorset Museum.

**Thomas Hardy Society.** Mark Chutter reported that the annual conference had been very successful. Plans were starting for the 2028 centenary conference and the Society was working with the BBC on a film about Thomas Hardy. The Society has a busy programme for 2025 with a combined Hardy and Barnes conference.

**Dorset Council archaeology service** – Steve Wallis reported that the Roman townhouse tours were popular and the television series *Digging for Britain* had been filming in Dorchester.

Andy Worth highlighted the work being undertaken at Athelhampton House and suggested that the owner, Giles Keating, be invited to a future meeting to talk about this.

38. **QUESTIONS**

None were raised.

39. **URGENT ITEMS**

No urgent items.

Chairman.....