



Dorchester Town Council

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10th July 2024

Agenda for the meeting of the **Management Committee** which will be held in the **COUNCIL CHAMBER** at **THE MUNICIPAL BUILDINGS, HIGH EAST STREET, DORCHESTER** on **MONDAY 15th JULY 2024** commencing at **7.00pm**.

Steve Newman
Town Clerk

Public Speaking and Attendance at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. If you wish to speak please **contact the Clerk by 9.00am on the morning of the meeting**. We ask speakers to confine their comments to the matter in hand and to be as brief as possible.

Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose interests where appropriate. A Member who declares any interest must leave the room. 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.

Membership of the Committee

Councillors A. Canning, P. Farmer, L. Fry, W. Gibbons, J. Hewitt, F. Hogwood, S. Jones, F. Kent-Ledger (Vice-Chairman), D. Leaper (Chairman), R. Major, M. Rennie and The Mayor ex-officio.

Agenda

- 1. Apologies**
- 2. Declaration of Interests**
- 3. Minutes**

To read, confirm and sign the Minutes of the meeting of the Committee held on 11th March 2024 (adopted by Council on 25th March 2024). A copy of the Minutes can be found at <https://www.dorchester-tc.gov.uk/docs/management/minutes/240311-Minutes.pdf>

- 4. Outdoor Services – Update Report – Early Summer**

To receive the Assistant Town Clerk (Outdoor Services) update report (enclosed).

- 5. Funding request from People Need Nature**

To receive a report (enclosed) from the Assistant Town Clerk (Open Spaces)

6. Storage unit on The Great Field for Parkrun

To receive a report (enclosed) from the Assistant Town Clerk (Open Spaces)

7. Railings on Frome Terrace

To receive a report (enclosed) from the Assistant Town Clerk (Open Spaces)

8. Resurfacing of Borough Gardens' tennis courts

To receive a report (enclosed) from the Assistant Town Clerk (Corporate)

9. Grant Applications

To consider the following applications for financial assistance:

- (a) A request from Mosaic for a grant of £500 towards the cost of bereavement counselling sessions / 'cafés' for young people.
- (b) A request from the Dorset Food & Drink for a grant of £500 towards the cost of cooking workshops for young people.
- (c) A request from the Dorchester Town Chaplaincy for a grant of £250 towards the cost of seasonal gifts for local shops.
- (d) A request from the Mid Dorset Mencap for a grant of £500 towards the cost of ASDAN training.
- (e) A request from the Talk About Trust for a grant of £500 towards the cost of free music entertainment and family activities at The Great Field.
- (f) A request from the Dorchester Baptist Church for a grant of £500 towards the cost of a Ukrainian Independence Day celebration event in Borough Gardens.

10. Minutes of Dorchester Arts board meeting

11. Notes of Member Site Visit

12. Cemetery Matters

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

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

(b) Headstones and Inscriptions

To confirm the action taken by the Town Clerk in approving applications for the design of headstones and inscriptions received since the last meeting of the Committee. The Register

of Memorials will be available to view at the meeting.

13. Public Bodies (Admission to Meetings) Act 1960

To resolve “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”.

14. Boxing Club - Weymouth Avenue Pavilion

To receive a confidential report from the Town Clerk.

ITEM 4.

MANAGEMENT COMMITTEE – 15th July 2024 OUTDOOR SERVICES UPDATE REPORT – EARLY SUMMER

1. The late spring and early summer period saw early ongoing maintenance work being heavily influenced by wet and mild weather, resulting in very rapid growth of grass areas. This has placed high pressure on the team to try to achieve a quality service despite the prevailing conditions and much more so than in recent years.
2. **Borough Gardens.** In the Gardens, the main work revolved around the planting out of summer annual flowering plants. Due to staff absence and departures, coupled with difficulty in recruitment, the pressure was high to deliver to normal standard. The outdoor services team from the depot helped out significantly during the peak of planting and a good team effort saw the bulk of the work completed on time.



Annual Bedding planting out works, Borough Gardens

This is a good example of the benefits of engaging both core areas of the service and the upskilling of staff to enable work peaks to be met whilst also increasing the team ethic.

Attention then moved to creating the carpet bed display to commemorate the Town Council's 50th anniversary featuring the town seal. Other maintenance works have included ongoing pressure washing of surfaces, grass cutting, shrub bed maintenance and hedge cutting.

- 2.1 The contract for the extension of the mess facility, was completed in late April 2024. There had been a delay due to the bad weather and obtaining a specialist window shutter. Staff then moved into the facility and very much appreciate the improvement. Upon occupation of the new building, renovation of the temporary mess facility at borough gardens house commenced to enable a return to its previous use as a community room.

Works have been extensive and involve the removal of the old kitchen units and equipment and replacement with new, redecoration of walls and ceilings, new carpeting and the supply of new tables, a fridge and cooker.

At the time of writing, works are progressing well and it is hoped that the room will be available for hire in mid to late July, this however may well be influenced by staff shortages across the team and the need to cover works elsewhere.

- 2.2 The air source heating system for both the house and greenhouse was completed in April resulting in the production of the first crop of plants heated by a low carbon system.

3. **General Maintenance of other sites.** Away from the gardens, the outdoor services team have been carrying out maintenance works, weather permitting, to ensure facilities are of a good standard. Staff have carried out routine maintenance and emergency repairs in several play areas.

- 3.1 Work to repair the trampoline in Kings Road play area and the re-installation of slide steps will take place during the early summer before the school summer holidays.

- 3.2 The team were very busy combining grass cutting, shrub and hedge maintenance, litter management, cemetery works and helping the gardens team. This is a credit to their flexibility and enthusiasm.

- 3.3 The team also welcomed the council's latest recruit, Nathan Hawker, who joins the council as a labourer. He started work at the depot on the 3rd of June and has already seen a broad range of the duties the team carry out.

- 3.4 Renovation of the fire beacon at Salisbury field was completed in early May. The main wooden structure was rubbed down and treated. Inspection of the actual metal fire basket discovered corrosion of most of the weld points. The basket was removed and re-welded, and a new shield complete with Dorchester logo was re-positioned.

The work was then put to the test with the D-Day 80th anniversary event held at Salisbury field on June 6th. The team worked in the day and into the evening to ensure the beacon was filled, an arena created and the beacon was finally lit as part of the wider event.



Beacon lighting D-Day 80th Anniversary Event, Salisbury field

4. Cemeteries

- 4.1 Work to maintain the cemeteries has been very intense due to the excessively fast grass growth during the period. A number of full and ashes burials have been undertaken and it is a credit to the staff involved that very little damage to grass surfaces occurred in the late spring/early summer when conditions were exceptionally wet. The purchase and use of ground protection boards again saw major benefit in preventing muddy conditions.

5. Biodiversity

- 5.1 The initiative to install solar panels to Borough Gardens House roof and air source heating to the house, flat and the greenhouses was completed and the upstairs flat has been returned to occupation.
- 5.2 Tree planting completed over the last 3 years has been cared for by the outdoor services team with regular watering throughout the summer periods. This care has resulted in the successful planting and establishment of hundreds of standard size trees across Town Council owned sites across Dorchester.
- 5.3 The Hardwood cuttings taken from local trees in February and planted at the tree nursery to provide locally provenanced stock in 2 to 3 years' time have done well with an approx. 90% success rate.

Seed collected locally and planted in the nursely has also proved successful with over 120 Oak and chestnut germinating and growing well. Hawthorn and Sloe seedlings have also germinated well and will be potted up in the near future.

6. The Great Field

- 6.1 Town Council play inspection trained staff now inspect equipment on a weekly basis and are feeding back any issues to the ATCOS. Warranty repairs have been carried out by the manufacturer to a damaged rope walk.
- 6.2 Repairs remain incomplete to the drinking fountain and hand pump play feature, this has been discussed with Duchy officers on several occasions. Heavy rain has caused the erosion of some of the path gravel surface on the main orbital path, this was temporarily repaired by Town Council staff awaiting an agreed permanent engineering solution to be carried out by the duchy.
- 6.3 In keeping with the agreement at the time of signing the lease, the Town Council took over maintenance of all “green “elements of the great field from the first of January 2024. Works to shrub beds in and around the play area are continuing with good progress being made to remove the very established and persistent deep-rooted weed that affected most of the shrub beds prior to adoption. the main priority being the eradication of deep-rooted weed that has at time overwhelmed the shrubs in certain areas. A schedule of work to rationalise and improve the shrub areas in the play area will be developed for commencement in the autumn of 2024. Members will be advised of these works in advance in the form of a report. Works to cut the wider amenity grass areas have continued.

7. Staffing

- 7.1 Continual professional updating will continue for members of the team. First aid at work refresher training is booked along with safe use of equipment training for Ride on and pedestrian mowers and manual handling training. A new park keeper was recruited, Tim Sweeting, who joined the team in late April.

8. Arboriculture

- 8.1 Tree felling works at Gallows Hill and Kings Road were successfully completed in June. Replanting at Gallows Hill will take place in the coming winter assuming consent to plant on the scheduled ancient monument can be obtained.
- 8.2 Work was completed to Ash trees infected with ash dieback disease at Sandringham Sports fields, other pruning and dead wooding works will also take place. Other ash trees on site will be kept under monitoring for the time being as they are currently not in an advanced a stage of infection with the aim of mitigating the change for wildlife and maintaining the treescape.
- 8.3 Ongoing tree management works have been ordered for the tree stock at Weymouth Avenue Sports field and Sawmills Lane. The works include lifting lower branches, removal of dead wood and the removal of hanging branches. The reduction of the canopies of three trees will see these trees stabilised as much as possible to try to prevent mechanical failure of stems and branches in the coming years, so keeping the trees on site.

Carl Dallison
Assistant Town Clerk, Outdoor Services

ITEM 5.

MANAGEMENT COMMITTEE – 15th JULY 2024

PEOPLE NEED NATURE - FUNDING FOR CONTINUED WORK AT THE GREAT FIELD.

For Decision.

1. Background

- 1.1 People Need Nature is a charity whose ethos is to highlight the benefits of a positive relationship between people and nature and the benefits arising from that. The Dorchester-based CEO Mr Miles King and volunteers have for several years supported the Town Council in providing advice and guidance on the management of the wildflower banks at Maumbury Rings including practical support in the form of providing work parties to rake up mown grass, an essential step in avoiding nitrification of the soils which would be to the detriment of wildflower populations. A submission from the organisation detailing works and operation and requested sum is attached as **Appendix A**.

2. Current Activity

- 2.1 People Need Nature has worked with the Duchy of Cornwall and Town Council officers to deliver the wildflower elements present at the swale area and The Great Field over the last three years. These activities have included advice on the seeding of wildflower-based meadow areas and more intensively, the management and maintenance of an area known as the swale. The swale is a discreet area within The Great Field adjacent to Dukes Parade. It was created specifically to promote the development and establishment of a chalk-based wildflower area with the ambition that wider species/biodiversity associated with such an environment would move in to take advantage of the habitat and feeding opportunities available.
- 2.2 The works carried out have involved children from the nearby Damers School in collecting and growing of wildflower seeds such as Cowslip which has proved very successful. Members will be aware that an information board was recently unveiled in the swale explaining the habitat to visitors to the site.
- 2.3 The area is included in a wider initiative set up by PNN called the Poundbury Nature Project which has been supported by funding by several organisations including the Duchy of Cornwall, and Dorset Natural Landscape (formerly Dorset AONB). Their aim is to improve several areas around Poundbury for the benefit of nature and people.
- 2.4 A recent development has been the creation of the Poundbury Nature for Wellbeing project, an initiative based on providing various opportunities for people to engage with either nature or the spaces created, to help improve their mental health and well being as part of a social prescribing programme.
- 2.5 The swale was always considered to be an important part of the 'offer' at The Great Field and as such the Duchy of Cornwall has helped to fund the group's activities or offer help in kind. With the transfer of ownership to the Town Council, officers are working with the

group to enable a continuation of the work and to structure wider maintenance operations to be as sympathetic as possible, given the constraints of budget and resources.

3. Considerations

3.1 The positive benefits as follows:

- The group help to deliver mental health and wellbeing opportunities to all residents of Dorchester in a unique way based on the site at Great Field.
- Biodiversity in its widest sense is significantly improved by the management and in large part, maintenance of the swale area.
- Operations are carried out that the council would otherwise have to deliver or decide not to deliver directly.

3.2 There would be an annual review undertaken by council officers where the operations and outcomes of the group are assessed to ensure the council is receiving value for money from the activities of the group, with the option to cease funding if it is felt this is not being achieved.

3.3 The group would be required to work in line with council's management and strategic aims for the site.

3.4 The group could not operate as the council's agent or act as a representative of the council.

3.5 The funding is to be used specifically to support and/or deliver initiatives focussed on The Great Field.

4. Options

4.1 Members of the Management Committee are requested to consider providing a recommendation to Policy Committee that an annually renewable grant is awarded to the *People Need Nature* to help them with operational, project and developmental cost, when the Committee considers annual grants and sponsorship at its meeting in September 2024. The group's request is contained in **Appendix A** below.

Carl Dallison
Assistant Town Clerk, Outdoor Services

Proposal for managing The Swale and Great Field, Poundbury

The Swale is a shallow depression which runs north/south along the east side of Duke’s Parade. It forms part of the Great Field. The Swale was created when a series of large soakaways were installed by Wessex Water, to take runoff from a large part of Poundbury’s streets and roofs. There are numerous inspection chamber grilles and manhole covers.



The Swale, Great Field Poundbury ©Google maps.

The Swale comprises two sections, a larger southern section and a smaller northern section, bisected by a gravel path. A “ditch” runs down the centre of both sections, although it does not hold water. The two sections of the swale are bounded on their east and west edges by a hedgerow of native shrubs; trees have also been planted along both the eastern and western edges, a metre or so in from the hedge. There is a bank on the western side of both sections of The Swale, otherwise the ground is flat.

After the water infrastructure had been installed, the plan was to cover the area in topsoil and plant a grass seed mix, with that grassland then being managed as amenity grassland. In 2019

following a discussion between The Duchy and People Need Nature, it was decided that wildflower seed (of local origin) would be sown directly into the chalky spoil that covered the infrastructure – and no topsoil was added. This produced a spectacular display of cornfield annuals in the first year, while more perennial wildflowers became established in subsequent years.



Ox-Eye Daisies in The Swale 2023 ©Miles King

A strip along the south side of the south section (next to the play area), and both edges of the path which bisects The Swale, are now regularly cut with a rotary flail.

The remainder of The Swale (not including the trees) has been managed by People Need Nature since 2020, with some help from other conservation groups. Such as [EUCAN](#). Since 2023 the Poundbury Conservation Volunteers have also been helping with management. Management comprises an annual mow (using a brushcutter), usually taking place in the winter, with all arisings raked and added to habitat piles dotted along the ditch, or on the northern edge of The Swale. This mow takes place over a period of a month to 6 weeks; partly to allow wildlife to move from mown areas into unmown areas, and partly due to waiting for suitable weather to work.



Kidney Vetch in The Swale. This is the foodplant for the endangered Small Blue butterfly ©Miles King

The central ditch in the main (southern) section needs more mowing as the ground is more fertile and soil moisture is higher, creating more luxuriant growth. It also harbours undesirable species such as Docks, Creeping Thistle, Bristly Ox-Tongue, The invasive Himalayan Blackberry; and Bindweed. These have been cut or pulled so as to prevent them from setting seed.

There are also areas of disturbed ground which harbour undesirable species and these are mown more regularly to prevent these plants from setting seed. There is a fairly large area in the centre of the southern section, where weeds were introduced during infrastructure works. Other areas of disturbed ground occur around the “ornamental” island in the north section – again where contractors drove in, bringing weed seed with them.



Cowslips are now becoming established in The Swale ©Miles King

Up until December 2023 The Duchy has paid People Need Nature to plan, organise and carry out this management. The ground is uneven and there are prolific flints, plus builder’s waste including bricks. This limits the range of mowing machines that can cope with the conditions, without being damaged. The brushcutter is the ideal machine for the work.

Damers School Wildflower Meadow

People Need Nature has worked with Damers First School to establish a Damers School wildflower meadow in the northern section of The Swale. Miles King from People Need Nature has led wildflower seed collecting expeditions for Year 1 classes since 2021, the children visiting Poundbury Hillfort and collecting wildflower seed which they then sow in the Damers wildflower meadow. Edd Moore from Damers has fundraised for an information board, illustrated with pictures the children have created, and this will be unveiled formally by the Mayor, on the 28th June.

Management Proposal

People Need Nature, working with the Poundbury Conservation Volunteers; and potentially other volunteer groups such as EUCAN, would like to continue to manage The Swale, to provide an attractive place rich in wildlife, that people can enjoy – and that the Damers school children can use as an outdoor classroom.

Because of the ground conditions, and the presence of Wessex Water infrastructure, management to maintain it as flowery grassland is not straightforward. The work is time consuming and relatively skilled, and requires attention to detail. People Need Nature has the expertise, the machinery and the volunteers to enable this management work to be done effectively, and at the right time.

The management would comprise:

- Mowing all the vegetation of The Swale over a period of a month to 6 weeks during the Winter.
- Raking arisings and moving to habitat piles.
- Mowing the central ditch, and other areas of disturbed ground more frequently (3 times per year at least), to prevent weeds from setting seed.
- Manual weeding of Docks, Creeping Thistle, Bristly Ox-Tongue, the invasive Himalayan Blackberry, and Bindweed.

The amount of time this work takes varies hugely from one year to the next, simply due to the weather conditions and how much vegetation growth has occurred. This year has seen remarkable vegetation growth and that will be reflected in the amount of time taken to do the mowing.

Bindweed treatment

There is one area, in the central part of the southern section, where Bindweed has now become established. This will become a more significant problem as the Bindweed spreads. The most effective approach here may be to either do a controlled herbicide application (over several years); or to mechanically remove all the soil with bindweed rhizomes. This will remove all of the flowers that are now established in this area, but they will return.

Funding

People Need Nature requests that the Town Council fund its work managing The Swale. In 2023 People Need Nature spent 200 hours work in the Swale. If the Town Council took action to tackle the Bindweed problem, that would help reduce the total work effort. Given the unprecedented vegetation growth seen so far in 2024, it is likely that something around 180 hours of work will be needed to cover the period from now through to the end of January/early February, when the winter mowing campaign will have been completed. We anticipate being able to benefit from volunteer time via the Poundbury Conservation Volunteers.

A grant (or a contract to the value) of £4000 would cover our costs managing The Swale and The Great Field and we request this from the Town Council.

Miles King, People Need Nature.

ITEM 6.

MANAGEMENT COMMITTEE – 15th JULY 2024

Request to locate storage shed at The Great Field for Parkrun

For Decision.

1. Background

- 1.1 The Parkrun has been taking place at The Great Field for the last 2 years and it has proved a very successful weekly event. The 5K adult run or walk and 2k junior event are open to participants of all abilities and follow the path network around The Great Field, departing and finishing near to the PiP building.

2. Current Activity

- 2.1 The runs are divided into both Adult and Junior events. Adults run on Saturdays at 9:00am and Juniors at 9:00am on Sundays.
- 2.2 So far, approximately 140 adult events have been held attracting 6,390 different participants many of whom are regular runners taking the total number of individual runs to over 31,000 and average attendance each week is approx. 240. 100 Junior events have been held involving over 4,000 participants with an average weekly number of 45 runners.

3. Proposal

- 3.1 The group are requesting permission to locate of a Storage facility near to the PiP pavilion area of The Great Field. Currently equipment is stored in a garage owned by a volunteer nearby. This is not a permanent solution and the group wish to relocate their limited amount of equipment nearer to the point of use.
- 3.2 The facility would be a shed-type temporary structure, similar to as shown below, dimensions being approximately 5' x 7'.



- 3.3 The construction is metal to offer some security and the finish colour can be either black, brown or Ivory.
- 3.4 The location agreed would ultimately help to define the exact dimension, style and colour of the structure.
- 3.5 The Parkrun volunteers will undertake any necessary ground works to facilitate correct siting and will be responsible for ongoing maintenance.

4. Location

- 4.1 Officers have visited the site and established three potential locations. These have been selected to be mindful of: visual impact on wider landscape, continuity of setting, risk of vandalism, clashes with other users and position relative to event location. These potential locations are indicated below.



Overall site plan



Locations A and B (above)



Location C (above)

5. Decision

- 5.1 Members of the Management Committee are asked to approve the siting of the storage facility at The Great Field and any of its specific details they wish and also to decide if they do not support any of the three locations offered. Officers will then agree with Parkrun organisers the location, colour, dimensions etc.

Carl Dallison
Assistant Town Clerk, Outdoor Services

ITEM 7.

MANAGEMENT COMMITTEE – 15th JULY 2024

FROME TERRACE GRASS AREA - FENCING ADJACENT TO WALL OF ADJACENT PROPERTY *RIVER VIEW*.

For Decision.

1. Background

- 1.0 The Town Council has ownership of the grass area located between the houses 1-19 of Frome terrace and the Mill Stream. Located at its eastern end are a set of iron railings in front of a lime/cement mortar, stone and brick wall. This structure forms the boundary with the house *River View*.
- 1.2 It is understood that the railings were located by the Town Council at the request of a previous house holder many years ago to prevent people climbing over the wall.
- 1.3 The railings are superficially rusty but structurally sound, they have been slightly damaged at their southern end, it is assumed by a vehicle. The gate does not have a lock and it has been lifted off its lower hinge rendering it currently unusable.
- 1.4 The owner of *River View* recently requested that the railings are removed or at least renovated and that the wall is checked for structural integrity due to deterioration of lime mortar joints. The exact condition of the mortar is difficult to establish due to the presence of vegetation and ivy.
- 1.5 Officers met with the owner on site to hear her concerns and discuss the situation, it was explained that an options paper would be brought to Management Committee for a decision on how to progress.

2. On-site assessment.

- 2.1 The presence of Ivy and other vegetation growing either up from the council's side of the wall or over from the householder side obscures much of the wall so making an overall assessment of the condition of the mortar difficult. However, the mortar that is visible appears to be relatively sound.
- 2.2 A purpose-built fence is positioned in front of the wall it is approximately 1.5m high. It is made of iron and comprises upright pales and two horizontal rails. The fence has a gate which used to permit access behind the fence for maintenance. The gate, at some point in the past, has been taken off its lower hinge and as a result cannot be effectively opened or closed. Repair appears only to require the lifting and re-seating of the gate. The upright pales at the southern end have been damaged, presumably by a vehicle using the adjacent road or hardstanding, this in turn prevented damage to the wall itself. It is possible that a blacksmith could repair this damage, (see figures 1-3 below).



Fig 1



Fig 2



Fig 3



Location plan

3. Considerations

Members of the Management Committee are requested to consider the following options, or any they should wish to suggest, as to how to progress this matter. The following should be taken into consideration as part of the discussion.

- 3.1 There is currently no financial allocation within any routine maintenance budgets to cover any works decided upon.
- 3.2 The skills to carry out the railings' renovation and painting work, wall inspection and any repair identified are not available in-house so will be a direct cost to the council.
- 3.3 To prevent any damage to the mortar of the wall. Anything growing on the wall e.g. Ivy (other than grass and weeds growing at the base) will potentially cause damage if forcibly removed and so should be severed at ground level and allowed to die back before removal.
- 3.4 In late summer /autumn, after works in 3.3 have been carried out, should the mortar appear to be in poor condition to a significant extent, then a specialist will need to be employed to ascertain the condition of the wall and any works required.

4. Options

Members are asked to consider the following options:

- a) To put the gate back on its hinges and then to sever ivy etc followed by removal of vegetation to enable inspection as in 3.4.
- b) To carryout works in option 1 but also to repair damage to southern end of fence and redecorate with black paint.
- c) To carryout works in option 1 and remove railings from site.

- d) To carryout works in option 1 and then to undertake a site visit as part of the council members routine site visit day currently scheduled for 10th September 2024, with a final decision being made at the Management Committee meeting of the 16th September.
- e) To undertake no works.

Carl Dallison
Assistant Town Clerk, Outdoor Services

ITEM 8.

MANAGEMENT COMMITTEE – JULY 2024 REFURBISHMENT OF TENNIS COURTS IN BOROUGH GARDENS

1. The town council has been approached by the Lawn Tennis Foundation with the offer of a grant to fully fund the refurbishment of the 'lower' tennis courts in Borough Gardens. The Lawn Tennis Foundation's (LTF) funding is part of a national programme to improve tennis facilities in public parks.
2. The 'lower' courts have seen extensive use over the years and are in need of improvement in order to bring them to the same standard as the newer courts on the old bowling green site.
3. The grant funding by the LTA has been accepted and the refurbishment work will commence later in July 2024. The work will take approximately one week to complete followed by a three week 'curing' period before the surface is painted (subject to the weather). The courts should, therefore, be available for public use towards the end of August or early September 2024.
4. The work will include wholesale resurfacing and repainting, some repairs to fencing and the installation of new gate access controls which will be linked to the online booking system currently used by the council.
5. The grant funding is conditional on the town council undertaking on-going maintenance, subscribing to the access control system, ensure the allocation of appropriate financial reserves to enable future refurbishment, and operating a suitable fee structure to allow the community affordable access to the facilities.
6. The council has contacted all those registered on the bookings system to inform them of the temporary closure of the courts.
7. The refurbishment will result in Borough Gardens having four courts which are of a very high standard and available for public hire at an affordable price.

**Assistant Town Clerk (Corporate)
Dorchester Town Council**

ITEM 9.

MANAGEMENT COMMITTEE – JULY 2024 GRANT APPLICATIONS

1. In the current financial year, the council's small grants budget is £10,000.
2. The grant schemes is used by the council to support discrete projects which directly benefit the Dorchester community. Grants are typically between £50 and £500.
3. A full list of all the grants awarded by Management Committee from April 2023 until March 2024 can be viewed here: <https://www.dorchester-tc.gov.uk/docs/downloads/Grants-awarded-2023-24.pdf>
4. The grant application form sets out all the essential criteria that applicants must meet (<https://www.dorchester-tc.gov.uk/docs/downloads/Grant-application-form-2024.pdf>), however it is worth noting the following key requirements:
 - The Council will usually only consider requests for specific projects, not on-going or revenue costs.
 - Grant applications for events/activities that have already taken place will not normally be considered.
 - Grant applications for events aimed at raising money for distribution to a wide range of other charities and organisations will not normally be considered.
 - The Town Council as a body does not affiliate to any political party or religion therefore will not provide grant aid to support any religious group or activity in the town. By law the Town Council cannot offer financial assistance to any political party.
 - The size of the grant should be commensurate with the benefit delivered.
5. The appendices below out all the applications received to date. The availability of the council's grant scheme will be promoted on social media in advance of future committee meetings.

Tony Hurley
Assistant Town Clerk (Corporate)

ITEM 9 (a) – Grant application from Mosaic

1.	Name of organisation. (If your application is successful the grant cheque will be made payable to the name used here.)	Mosaic -supporting bereaved children.
2.	Name and address of responsible officer who should be contacted regarding this application.	Name Jo Revill, CEO Address: Mosaic, Barnes Croft, Coles Lane, Milborne St Andrew DT11 0LG
3.	Address where activities are based.	The Thomas Hardye School, Dorchester Middle School .
4.	What area (community) is served?	Dorchester.
5.	Are there any other similar facilities or services provided in the area/district?	No – we run a specialist bereavement support service for children and young people.
6.	How does your organisation / activity benefit the residents of Dorchester	<p>We run bereavement cafes in schools serving residents of Dorchester. Our cafes bring together children and young people, aged between 9 and 18, who have lost someone very close to them.</p> <p>A qualified bereavement counsellor, supported by Volunteers, will invite children in to do some art therapy, talk about their feelings, and look at ways of creating good memories of the person who has died. If the young person wishes to, they can talk about their emotions and we offer them ways to think about grief and loneliness, and to build up resilience.</p> <p>The cafes have been a great success, but we would like to run more in Dorchester as the schools have asked us to to come in more regularly to support their students.</p> <p>The cafes run in the last hour of the school day and this work supports the teachers who sometimes see Students struggling with their anxieties and emotions following a death.</p>

7.	Present charges/ subscription/fees. Please attach schedule if available.	<p>We do not charge for the cafes. Each café costs £160 to run.</p> <p>Counsellor costs. (based on 2.5 hours per cafe) £100 Travel costs per café £20 Cost per café for resources/incidentals £30 - £40 Schools normally provide refreshments £0</p> <p style="text-align: right;">£160</p>
8.	Are there any proposals to change or introduce charges, subscriptions or fees?	No, we have no plans to start charging schools for these events. We see it as a core part of our service for children.
9.	Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)	<p>For Dorchester, we would like to run three cafes, two at The Thomas Hardy School, and one at Dorchester MiddleSchool.</p> <p>They will benefit the students in those schools who have been bereaved, either recently or in the past two years. The cafes create a strong feeling of peer support among. Students, and enable teachers to understand their needs.</p> <p>By helping students come to terms with their grief, and talk about their emotions, we also help the wider family who may see young people struggling to cope.</p> <p>Support for bereavement in youth feeds through to Better academic success, good friendship groups and more positive resilience to deal with challenges. This benefits the wider community and in turn supports younger children when they go through a bereavement.</p>
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	<p>We fundraise across Dorchester and the county through community fundraising events, corporate sponsorship and a major programme of grant and fund applications.</p> <p>We would like the cafes to be sustainably funded through a grants income stream.</p>
11.	a) Proposed starting date of project or acquisition date of equipment.	We would like the cafes in Dorchester to take place in the Autumn term of 2024, on discussion with the schools.

	b) Estimated completion date.	Completion would be by December 2024.
12.	Please give details of the cost of the project.	Counsellor costs. (based on 2.5 hours per cafe) £100 Travel costs per café circa £20 but may be less. Cost per café for resources/incidentals £30 - £40 Schools normally provide refreshments Volunteers and staff are unpaid for the work.
13.	Please give details of other grants awarded or applied for.	We apply for other grants to cover our counselling work and wider support, but not specifically for Dorchester bereavement cafes.
14.	Amount of grant requested from Dorchester Town Council.	£500.
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	
16.	<p>Declaration</p> <p>I declare that the information given on this application is true and complete in every respect.</p> <p>I understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p style="text-align: center;"></p> <p>Signature of Applicant(s)..... ..</p> <p>Position Held.....CEO.....</p> <p>For and on behalf of.....Mosaic – supporting bereaved children..... Date... 27/06/2024.....</p>	

ITEM 9 (b) – Grant application from Dorset Food & Drink

1.	Name of organisation.	Dorset Food and Drink
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Caroline Richards Address: Dorset National Landscape Partnership, hosted by Dorset Council County Hall, Colliton Park, Dorchester, DT1 1XJ
3.	Address where activities are based.	The Great Field
4.	What area (community) is served?	Dorchester residents and visitors enjoying the Dorset Food and Arts Festival
5.	Are there any other similar facilities or services provided in the area/district?	The Friendly Food Club (based in Bournemouth) Bridport Food Matters. This project supports a Dorchester business that has a strong community focus do more to support Dorchester families. It also seeks to use food local to Dorchester.
6.	How does your organisation / activity benefit the residents of Dorchester	Dorset Food & Drink is the membership organisation for food and drink businesses based in Dorset which produce, serve, and sell great local products, as well celebrating their connection to this beautiful county. It's a community interest company limited by guarantee with an asset lock which means it's truly not-for-profit. We work with our members to support and help them get their food and drink businesses seen, known and experienced by consumers and residents here in Dorset, and by showcasing the best of local food and drink for people holidaying or visiting the county. Our members are a supportive food and drink family, and we love bringing them together to network, collaborate, celebrate, and learn from each other. We also signpost our members towards sources of grants and other support and provide up to date sector intelligence to help these businesses keep compliant and efficient. And above all, we get out there at events, fairs, festivals, and markets to share this wealth of produce and showcase all the local loveliness that's made,

		baked, brewed, grown, farmed, fished and made right here in Dorset.
7.	<i>Present charges/ subscription/fees.</i>	Food producers pay a subscription to be part of Dorset Food and Drink.
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No changes proposed.
9.	Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)	<p>Dorset Food and Drink runs the Dorset Food and Arts Festival each August on The Great Field. In 2024 it is on 3rd August.</p> <p>This year Dorset Food and Drink are keen to expand their offer and impact by running three 45 minute cooking workshops during the festival. The workshops will be free for local children to join in with. 20 children are able to join in with each workshop. They will cook things like cous cous salad, hummus, sushi, pizza. The ingredients will be locally sourced and seasonal. The recipes will be nutritionally dense, full of flavour and be fun to create.</p> <p>Participants will learn how to cook, where food comes from, healthy food choices, seasonal food and get to eat what they make!</p> <p>Dorset Food and Drink will be working with Dorchester based family business "Joey's Family Foods" on Antelope Walk, who are already running schools workshops in some Dorchester schools and whose ethos and aim is very complimentary to the aims of this project. Dorset Food and Drink are also working with Bridport Food Matters for this project - who are loaning the use of their community kitchen for the event free of charge.</p>
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	<p>This project will be evaluated for lessons learnt. The team hope to expand the offer next year at Dorset Food and Arts Festival if successful to enable more children to become involved. And also to involve Dorchester food producers and chefs into the children's cookery school.</p> <p>Joeys are also keen to develop their work with the community in this area so they are keen to learn from this project and see how they can then do</p>

		<p>more of this locally at other events and with community groups.</p> <p>For future years we would plan to look into corporate sponsorship with Dorset Food and Drink members. We would also look at public health funding to be able to expand this.</p>
11.	<p>a) Proposed starting date of project.</p> <p>b) Estimated completion date.</p>	<p>Prep begins on 22nd July Event on 3rd August.</p> <p>Wrap up and evaluation finished by 30th August</p>
12.	<p>Please give details of the cost of the project.</p>	<p>Total cost: £500</p> <p>Cost of time and expertise of Joeys Family Foods to prep, run and evaluate free workshops = £400 (2 people for 2 days - 1 prep and wrap up - 1 event delivery) plus ingredients budget = £100.</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>None</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£500</p>
15.	<p><i>Any other relevant information. (Continue on a separate sheet if necessary.)</i></p>	<p>Healthy eating for children is very important. There are some very tragic statistics at GOV.UK:</p> <ul style="list-style-type: none"> - 1 in 3 children leave primary school obese. - Nearly a quarter of children aged 5 have 3-4 teeth with decay. <p>Joey's focus in the cooking classes is around teaching the children 'why' they would want to eat e.g. rainbow couscous and what it does for their bodies. From Joey's experience so far, they have found that once children understand why food & nutrients are needed for our body, they are keen to taste and give the foods a try, more often than not, deciding they do like it after all.</p>
16.	<p>Declaration:</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....Caroline Richards</p> <p>Position Held.....</p> <p>For and on behalf of..... Date: 1/7/24</p>	

ITEM 9 (c) – Grant application from Dorchester Town Chaplaincy

1.	Name of organisation. (If your application is successful the grant cheque will be made payable to the name used here.)	Dorchester Town Chaplaincy Bank account is called Dorchester Chaplaincy
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Margaret Barker
	Address where activities are based.	No address but all work carried out in Dorchester town centre.
4.	What area (community) is served?	About 200 Dorchester shops and offices in the town centre.
5.	Are there any other similar facilities or services provided in the area/district?	No
6.	How does your organisation / activity benefit the residents of Dorchester	The chaplains visit over 200 shops and offices (all of which have agreed to their visits) on a regular (usually weekly) basis to listen to any concerns the staff there may have and to offer a friendly and caring contact.
7.	Present charges/ subscription/fees.	None
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No
9.	Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)	<p>The project of having a Dorchester Chaplaincy is ongoing.</p> <p>It is the regular, friendly contact which provides the benefit and is especially appreciated when a shop or business is in difficulty (as has been the case often in recent years) and staff fear for their jobs.</p> <p>Individual staff may also have problems of their own which they are relieved to express to someone who is not part of the business and is a skilled listener.</p>

10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	Seeking timely donations from various sources such as Churches Together, interested individuals and bodies like the Town Council that recognise how important it is to give support to local shops and offices and their staff.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	Dorchester Town Chaplaincy is up and running but its funds are currently low. This is an ongoing project.
12.	Please give details of the cost of the project.	The cost is very low – it involves providing cards or flowers for the 200 visited shops and offices at festive times such as Christmas and Easter. We consider that a grant of £250 will ensure that the work continues.
13.	Please give details of other grants awarded or applied for.	None applied for but Churches Together will no doubt assist when necessary. However, the Chaplaincy does not intend to be limited to Christian church links as it hopes eventually to attract chaplains from other faiths.
14.	Amount of grant requested from Dorchester Town Council.	£250.
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	The chaplaincy is managed by a small local management Committee.
16.	<p>Declaration</p> <p>I declare that the information given on this application is true and complete in every respect.</p> <p>I understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....</p> <p>Position Held.....Treasurer and on behalf of Brian Savage, Vice Chair</p> <p>Date.....15th June 2024.....</p>	

ITEM 9 (d) – Grant application from Mid-Dorset Mencap

1.	Name of organisation. (If your application is successful the grant cheque will be made payable to the name used here.)	Mid Dorset Mencap
2.	Name and address of responsible officer who should be contacted regarding this application.	Name Sarah Reed
3.	Address where activities are based.	33 Trinity Street, Dorchester, Dorset, DT11TT
4.	What area (community) is served?	Dorchester to Purbeck ,Blandford, Weymouth, and Portland
5.	Are there any other similar facilities or services provided in the area/district?	Not known
6.	How does your organisation / activity benefit the residents of Dorchester	<p>The main aim of our charity is to support people with a learning disability and their family and carers. In 2020, Mid Dorset Mencap relocated from their previous premises, to open a much larger charity shop and start a community café. So far, we have renovated the front part of the ground floor, installing a new kitchen and accessible toilet. The shop is very appealing and welcoming, with a boutique feel, and we pride ourselves on having created a very welcoming and inclusive space.</p> <p>ASDAN Training is an important part of what we offer to our local community. We already have several volunteers working with us who have a learning disability. The warm and friendly atmosphere of the café and shop mean they are regularly used by people with a range of disabilities, as well as their family and carers. We also appeal to other vulnerable residents, including people on lower incomes, and older people, many of whom are otherwise quite isolated and lonely in the Dorchester. Area.</p>
7.	Present charges/ subscription/fees.	£80.00 enrolment fee per person, course is then free.
8.	Are there any proposals to change or introduce charges, subscriptions, or fees?	No
9.	Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)	We offer ASDAN Training to our LD community. ASDAN is an Award Scheme Development Accreditation Network providing courses, accredited curriculum programmes and regulated qualifications, helping young

		<p>people achieve meaningful learning outcomes and elevating them to progress to further education, training or work. This empowers our learners to take control of their lives, it aims to develop skills and knowledge in areas as communication, citizenship, community, work, and life.</p> <p>The training we offer is in retail or hospitality. We currently have 5 ASDAN learners enrolled on Courses. This is a popular and a positive step forward for our community. It takes the learner around 6-9 Months to complete a course. ASDAN provides opportunities for learning, life skills, confidence, qualifications, achievements, and training. It would be excellent if we could be successful in this grant as £500 would pay for 6 learners to have the Opportunity to enrol on an ASDAN course who otherwise, would not be able to afford.</p>
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	We charge each learner an £80 enrolment fee, we Would be looking for grants to help fund the learners. That cannot afford to pay the enrolment fee.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	ASDAN Training is always ongoing. We would like the funds to be able to offer this training opportunity to all those who cannot meet the financial cost.
12.	Please give details of the cost of the project.	£500 would fund 6 learners.
13.	Please give details of other grants awarded or applied for.	No other grants applied for.
14.	Amount of grant requested from Dorchester Town Council.	£500.00
15.	Any other relevant information.	
16.	<p>Declaration:</p> <p>I declare that the information given on this application is true and complete in every respect.</p> <p>I understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)...Sarah Reed.....</p> <p>Position Held...Shop Manager.....</p> <p>For and on behalf of...Mid Dorset Mencap.....</p> <p>Date...08/05/2024.....</p>	

ITEM 9 (e) – Grant application from the Talk About Trust

1.	Name of organisation.	The Talk About Trust
2.	Name and address of responsible officer who should be contacted regarding this application.	Name Kerry Smith Address Pavilion in the Park St John Way Poundbury Dorchester DT1 2FG
3.	Address where activities are based.	Pavilion in the Park St John Way Poundbury Dorchester DT1 2FG
4.	What area (community) is served?	Poundbury and Dorchester
5.	Are there any other similar facilities or services provided in the area/district?	Pavilion in the Park Poundbury provides a range of free open access events for the community of Poundbury and Dorchester. Music in the Park is held in Borough Gardens but no other similar free events are held in Poundbury. Very few family friendly events are available across Dorchester
6.	How does your organisation / activity benefit the residents of Dorchester	Music in the Park and Great Field Community Events For our free Easter, Christmas and Halloween activities we specifically attract young families to come who we work closely with throughout the year via Damers, Prince of Wales and our after-school holiday clubs. Many are in receipt of free school meals and we are a safe and trusted space for residents living in social housing across Dorchester and Poundbury. Families participate in quizzes trails, outside and arty activities. They are fun, interactive and help community cohesion and family bonding away from social media. They foster a sense of belonging and encourage health and wellbeing. Our monthly Music in The Park at lunchtimes are accessible, without financial barriers and therefore inclusive for all residents. Holding these events at lunchtime encourages those who may feel socially isolated and lonely to attend something which is during daylight hours. We also encourage young

		families to attend to give them an activity to do with a calm and relaxing atmosphere. These events also help to showcase local musical talents and to help promote new ventures in the musical world.
7.	Present charges/ subscription/fees.	Both the Teen Hangout Event and the Music in the Park events are free to attend.
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No, we would like to keep both events as accessible as possible for all residents. As musicians and children's supervision require remuneration we need help to keep the events free for beneficiaries
9.	Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)	<p>Music in the Park We would like to continue to host free music with a difference. Local musicians and singers perform, and we invite anyone to come and enjoy a picnic on the Great Field and be entertained. Some of the musicians will gladly play for free but we are finding it difficult to rely on their kindness.</p> <p>Most acts are now asking for a fee to perform which we need to find extra funding for but we would like to keep the performances free to those who attend. Last year, between 80 – 150 people of all ages attended each session, bringing picnic chairs and mats and enjoyed sharing lunch with friends and family promoting healthy lifestyles, family cohesion, exercise and improved wellbeing.</p> <p>Great Field Community Events Using our community room as a hub, we provide colouring, crafts, activity sheets, scavenger trails with prizes on key dates during the year for the local community. For example, at Easter we had an Easter Bunny to welcome the children, egg decorating (ready for The big egg roll), a trail around the Great Field looking for landmarks and nature. Over 100 families attended throughout the day.</p> <p>At Christmas we focus on crafts and decorations and at Halloween we hosted a hugely successful colouring competition with our youngest entrant 18 months and oldest 14. We also celebrate national events such as the Jubilee and Coronation, providing free celebration cakes for all, live music, family activities, dressing up etc.</p>

10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	We do apply for a range of small grants from supermarkets, local funders and the community to ensure our community engagement, which costs some £9,000 a year is sustainable. By asking for modest contributions from a range of sources ensure our community provision remains inclusive and free
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	Music in the Park – various afternoon dates once a month from Jun –Sept 2024. Next family day Halloween 24
12.	Please give details of the cost of the project.	Music in the Park - £500 to £700 Community fun days £1,200
13.	Please give details of other grants awarded or applied for.	Waitrose Community Fund Dorset Council HAF Fund (school holiday provision) Poundbury Community Trust Art in Poundbury (after school art)
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	The Talk About Trust charity has for the last 15 years ensured that young people across Dorset are equipped with the knowledge, skills and resilience to make safer choices around alcohol, vaping and cannabis. Our ability to deliver diversionary activities for local children helps build community cohesion, a sense of belonging and of being valued and hence helps reduce anti-social behaviour and substance use. A full report on our community engagement with testimonials and pictures is attached with this application.
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Position Held.....CEO.....</p> <p>For and on behalf of.....The Talk About Trust..... Date.....1st May 2024.....</p>	

ITEM 9 (f) – Grant application from the Dorford Baptist Church

1.	Name of organisation. (If your application is successful the grant cheque will be made payable to the name used here.)	Dorchester Baptist Church - The Dorford Centre
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Maryna Dovbysh
3.	Address where activities are based.	Borough Gardens Cornwall Rd, Dorchester DT1 1RG
4.	What area (community) is served?	Ukrainian refugees from Dorset
5.	Are there any other similar facilities or services provided in the area/district?	No
6.	How does your organisation / activity benefit the residents of Dorchester	Ukrainians will gather together to celebrate The Independence Day. There will be activities for kids, music performances and displays about services available. The event is open to the whole community.
7.	Present charges/ subscription/fees. Please attach schedule if available.	Insurance for the event. Start 11:00am - finish 17:00pm.
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No.
9.	Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)	Ukrainians who were displaced because of war suffer from loneliness, that is why it is important to meet others and spend a day with family and friends. Also we want organisations (Citizens advice, charities, Ukraine response team) to tell about the support available for kids and adults in Dorset – mental health, employment etc. Local people can participate in event and learn more about Ukrainian traditions and try Ukrainian food.

10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	We want to encourage Ukrainians to create community groups and apply for the grants.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	The celebratory event will take place on Saturday 24th August 2024. DTC has confirmed that Borough Gardens is available on this date.
12.	Please give details of the cost of the project.	<ul style="list-style-type: none"> - £50 - one day event insurance - £150 - gazebo rent - £50 - printing materials - £200 - food and drinks - £50 - face-paint and other expenses
13.	Please give details of other grants awarded or applied for.	
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	We will have media and photographer, so will share information about support that Ukrainians receive in Dorset, so it will raise people`s awareness.
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)...Maryna Dovbysh.....</p> <p>Position Held...Community Refugee Project Officer.....</p> <p>For and on behalf of... The Dorchester Baptist Church..... Date...8.07.2024.....</p>	

ITEM 10.

Minutes of the Dorchester Arts' Board Meeting - 11th April 2024

Present:

Simon Veale SV Chair
Mark Tattersall MT Artistic Director
Peter Smith PS Treasurer
Helen Hutchinson HH
Mike Willdridge MW
Amanda Wakeman AW
Hanna Trevor HT
David Leaper DL Rep DTC

- 1) **Welcome** from SV
- 2) **Apologies**
Annabel Eigeland, Sasha Constable, Stella Jones
- 3) **Register of interests** - none
- 4) **Approval of minutes** of last meeting. PS and seconded by HH.
- 5) **Matters arising** - none

6) **Artistic Director's Report**

The full report was circulated prior to meeting and is available.

Several shows had sold out including theatre which is encouraging. Some shows such as Aled Jones had not sold as well as expected partly due to specific requirements for ticket sales expected by the agent. There was discussion about this sort of show in Dorchester and interest with other local venues. Frozen Light, the company performing for people with Profound Multiple Learning Disabilities reported that DA is one of the most successful venues for this kind of show.

HH asked about parking for this audience. MT said it was possible for some to use the venue carpark or be on the road with blue badges. HH suggested using the nearby prison carpark and MT will investigate and discuss with staff.

Summer Season. Discussion over early season being ignored and not being helped by late brochure printing this year. There is the possibility of reintroducing highlights ahead of time. MT to discuss with Marketing. Some outdoor shows are already selling well.

Autumn Season. More theatre groups now available and booked including local group Dorsetborn. SV asked about Alison Balsom, a trumpeter who lives in Dorset and there was discussion about her possibly performing at DA.

Bookings are already beginning for 2025.

Participation and community work. There is a positive new relationship with a company, Riskstop, who are supporting this work. The HAF project is going well over the current holidays. HT queried the recruitment method for attendees. MT replied he will speak to Jess but that this is not usually DA responsibility.

Dorchester Youth Theatre is thriving and a group will perform at the Edinburgh Fringe Festival in August.

Projects - The Script's the Thing (TSTT) planning for March 2025 is going well. There was discussion about the promotion of a new play commissioned locally and there will be more to report soon.

MT is in discussion with Shire Hall Museum about a possible musical project linked to one of their exhibitions in early 2025.

The banners for the front of the Corn Exchange will be installed on 17th April.

7) **DTC.** DL reported all well and council happy with progress at the Corn Exchange and DA

8) **Finance**

Reports circulated prior to meeting and are available.

PS thanked Kathy Sweeting, Finance Manager, for the prompt records. It shows a surplus of £20k. Some expected costs such as for fuel did not materialise. The report will go to the auditors next week. The performance programme has been good with a steady increase in sales and profit. HT asked for clarification of room hire details.

AW questioned management of bar at the Hardye Theatre. There was discussion about how to make it more appealing and 'branded' with banners, lights, music and the use of a TV screen promoting upcoming events such as in lobby at CE.

HT asked about rate-paying for CE. It was explained that it has been complicated with uncertainty about where responsibility for this lies but it is becoming clear now.

The draft budget depends on the front of building development going ahead as it will affect room hire use and income.

Staff salary review. A 5% increase has been taken into account in draft budget. There is no need to wait this year because of having an excess. Disruption with the development is inevitable and a salary rise at this stage will recognise this. Suggestion made to produce short paper for circulation to the board with a view to include with May salaries.

9) **Fundraising**

MT and (Penny Treadwell PT, notetaker) reported that most of the information was on the centre pages of the new brochure but that there would be a series of fundraising events for the Ruby anniversary culminating in a gala evening in November.

10) **New board members.** David Kingman has expressed interest in joining the board. He has a history in the theatre and hotel management. PT is introducing him to MT and SV.

Update. The meeting took place and David Kingman considered it but eventually declined.

PS wishes to withdraw from Treasurer Duties at the end of July, the end of Quarter 1 and hopes for a draft of final accounts then. In the interim, SV will be temporary Treasurer. He is asking for 2 trustees to join the Finance Committee and aims to streamline accounts.

Experience in finance is not necessary. HH volunteered to join the Finance Committee.

11) **Policies** - nothing to report.

12) **Any other business** - none

13) **Capital projects.**

Tender has gone out to 5 companies for the front of building developments and has been extended to 11th May. Planning is going ahead with architects. MT showed the meeting the plans for the front of the building including details of paintwork, walls and flooring. It is still undecided about the use of bar for coffee and snacks and this will be kept under review, but easy options will be considered bearing in mind the space limits and staffing.

Date of next meeting 18.7.24

ITEM 11.

Notes of a Site Visit held on 14 May 2024 at 9.30am.

Sites visited – The Great Field, Duke of Edinburgh Gardens, Borough Gardens and Sawmills.

Attending: Councillors J. Germodo, J. Hewitt, P. Farmer, L. Fry, F. Kent-Ledger, D. Leaper, K. Reid, M. Rennie and D. Taylor.

Steve Newman, Town Clerk and Carl Dallison, Assistant Town Clerk (Outdoor Services).

1. The Great Field

The Group viewed the play area and associated open space. The Town Clerk reported that the Town Council had a long lease for the site from the Duchy of Cornwall. Officers were still in discussion with Duchy Officers in respect of some aspects of the site which were not yet to an acceptable standard for final handover. In response to a question it was hoped to add some more accessible equipment to the play area in the future.

Members noted that People Need Nature had been developing the swale area and that the representative would be attending a future meeting of the Management Committee.

2. Duke of Edinburgh Gardens

The Town Clerk informed the Group that the Management Committee would be asked at a future meeting whether the Council would be willing to take on the Garden for its future maintenance, if so, the area would be leased to the Council. Those present felt that if the Council was to add this area to its portfolio it would need bringing up to an acceptable standard first.

3. The Borough Gardens

The Group was shown around the Gardens and inspected the work being undertaken in the Community Room to bring it back to a standard acceptable for letting out. Members were also shown the carbon reduction works undertaken at the Borough Gardens House and greenhouses in respect of the solar installation and air source heat pumps.

The Group also inspected the new extension to the staff facilities building which had recently been completed and was a significant improvement.

4. Sawmills Site

Members visited the Sawmills site and noted the area that was still available to build on should the Duchy of Cornwall agree to an extension of the Head lease. At present the time left on the lease was not sufficient to invest in a new building. The Town Clerk confirmed that he had written to the Duchy formally requesting an extension to the Head lease.

Meeting closed 12.22pm.

ITEM 12.

**MANAGEMENT COMMITTEE – JULY 2024
EXCLUSIVE RIGHT OF BURIAL AND INTERMENTS & BURIAL OF ASHES**

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

Cemetery	Burial/Ashes	Grant No:	Grave Number
Dorchester Cemetery	-	-	-
Poundbury Cemetery	Burial	3237	T.B.A.
	Ashes	3238	C151
	Burial	3239	T.B.A.
	Burial	3240	792D
	Burial	3241	T.B.A.
	Burial	3242	T.B.A.
	Burial	3243	T.B.A.
	Burial	3244	T.B.A.
Fordington Cemetery	Ashes	3232	GOR23A
	Ashes	3236	GOR6

2. From March until end of June 2024, the following interments and scattering/burial of ashes have taken place in Dorchester’s cemeteries:

01/3/24 – 31/6/24	Dorchester	Fordington	Poundbury
Interments	2	-	8
Ashes	5	1	7
Garden of Remembrance	2	-	-
Poundbury Chamber			3
Children’s Plot			-