



Dorchester Town Council

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8th January 2025

Agenda for the meeting of the **Management Committee** which will be held in the **BOROUGH GARDENS HOUSE, CORNWALL ROAD, DORCHESTER DT1 1RG** on **MONDAY 13th JANUARY 2025** 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 November 2024 (adopted by Council on 25th November 2024). A copy of the Minutes can be found at <https://www.dorchester-tc.gov.uk/Committees/Management+Committee/Minutes>

- 4. Revenue Budget 2025-26.**

To receive the enclosed report from the Responsible Finance Officer.

If any Member has any detailed queries or questions regarding the proposed budget, please contact the office prior to the meeting.

5. Outdoor Services – Update Report - Winter

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

6. Borough Gardens Carpet Bed Design Options 2025

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

7. Fordington Cemetery: Holloway Road wall update

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

8. Draft policy on hire of council land for events

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

9. Review of 2024 events programme and proposals for events in 2025

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

10. Grant Applications

To consider the following applications for financial assistance:

- (a) A request from the Dorchester Opportunity Group for a grant of £500 towards the cost of repairing a playhouse.

11. Notes of Twinning & Cultural Activities Panel meeting

To receive the enclosed minutes of the Panel meeting 11th November 2024.

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 Assistant Town Clerk (Corporate).

ITEM 4.

MANAGEMENT COMMITTEE – 13 JANUARY 2025 REVENUE BUDGET 2025/26

1. A draft budget for services provided by this Committee in 2025/26 is attached (**Appendix 1**). Total service costs are £1,375,000, £92,000 higher than the current year.
2. This budget includes:
 - The increase in Employers National Insurance contributions adds £16,000 to this budget (£23,000 to overall budget).
 - A budgeted £1,290 per staff member pay award (matching the 24/25 pay award).
 - £17,000 for market operation staff. 18.5 hours per week contract. Future cost to be covered by market income.
 - A £9,000 saving from Municipal Buildings business rates.
3. Since 23/24, the budget has contained a contribution towards a Trees Reserve. Initially set at £30,000 to cover tree inspection costs, reducing year by year. In line with this, the 25/26 Tree Reserve contribution remains at £20,000, and £6,000 a year from 26/27:

Trees Reserve	
23/24 Contribution	£30,000
23/24 Spend	-£21,402
24/25 Contribution	£20,000
24/25 Spend (to date)	-£13,465
Balance at Dec 24	£15,133

4. Repayments continue to be made to the Corporate Projects Reserve for the Municipal Buildings works; the final payment will be made in the 25/26 financial year:

Total Borrowed	£666,940.35
22/23 Underspend	£32,064.55
23/24 Contribution	£260,000.00
23/24 Underspend	£77,314.09
24/25 Contribution	£260,000.00
MB Rates Refund	£24,614.37
24/25 CIL Receipts	£7,865.34
25/26 Contribution	£5,082.00
	£0.00

The 24/25 contribution has been replaced by £239,000 set aside for the front of house works, and an increase in the MB repairs reserve contribution from £12,000 to £20,000.

5. If Appendix 1 is accepted as drafted it will form part of the **Council's overall budget**, which is currently being developed within the following context:
 - A 2% increase in Council Tax will be proposed, which coupled with a 3.5% growth in Council Tax Base, will produce a precept of £1,823,000, up £97,000 (5.5%) from 2024/25.
 - Budgets overseen by the Policy Committee will increase from £443,000 to £448,000.
 - All of the above results in a balanced budget for 2025/26. The Council will still be in a strong position to carry out plans to be set out in the new Corporate Plan.
 - Council will consider the overall budget strategy on 27 January 2025.
6. **Recommendation.** It is recommended that the budget as laid out at Appendix 1 is agreed for submission to Policy Committee for inclusion within the Council's overall budget for 2025/26.
7. Fees and Charges have been revised and are included at **Appendix 2**. Items to note include:
 - Over the last few years, the Council has followed a policy of raising a greater share of the cost of operating Cemeteries from direct users, the fees proposed for 25/26 are set out in Appendix 2.
 - Following an HMRC ruling, tennis is now an exempt supply, increasing the council's income. As a result, it is proposed that tennis fees are not increased.
 - Following a £8,000 renovation, Borough Gardens House became hireable again in 2024, although hire numbers are very low. The fees are unchanged for 25/26 to attract new hires.

Nigel Hayes
Responsible Financial Officer

APPENDIX 1

	2023/24	2024/25	2024/25 6 Months	2025/26
	Actual £	Budget £	Months £	Budget £
PARKS & OPEN SPACES				
Electricity	12,141	11,000	8,337	15,000
Water	8,682	6,800	4,421	7,000
Rent	3,873	3,900	2,585	3,900
Rates	20,671	20,671	20,671	20,671
Premises Repairs & Maintenance	18,972	20,200	18,818	20,604
Other Repairs & Maintenance	61,432	55,400	16,298	56,508
Great Field Maintenance		30,000	12,515	30,600
Highway Trees Partnership	5,100	5,100	5,100	5,202
Legal Bills			800	
Walks Cleaning Contract	6,089	6,089	6,501	6,501
The Great Field Toilets - AET	3,282	3,366	3,407	3,400
Office Team	61,111	56,156	27,161	60,117
Outdoor Services Team	441,531	495,313	254,432	568,172
To DTC Tree Works Reserve	30,000	20,000	20,000	20,000
To Reserves: Play Equipment	11,000	11,000	11,000	1,000
To Reserves: Great Field		2,000	2,000	2,500
To Reserves: Parks Premises	8,000	9,000	9,000	19,000
Total Expenditure	691,885	755,995	423,045	840,175
Tennis	-4,622	-5,500	-6,146	-6,500
Football	-937	-1,000	0	-1,000
Bowling Alley Walk Wayleave	-632	-630	-7	-657
Borough Gardens Flat Rental	-6,360	-6,360	-2,650	-6,360
Borough Gardens House Hire	0	-4,500	0	-4,500
Borough Gardens Kiosk	-1,937	-1,750	-1,175	-1,750
Louds Mill Depot Feed in Tariff	-1,181	-1,326	-1,207	-1,353
Pavilion RHI Payments	-1,004	-1,300	-568	-1,300
Bowls Club Land & Water	-6,165	-5,500	0	-5,500
Recharges & Sundry	-3,699	-3,700	-4,383	-3,865
Total Income	-26,538	-31,566	-16,137	-32,785
Met by Precept on Taxpayer	665,348	724,429	406,908	807,390
ALLOTMENTS				
Water	3,230	3,000	2,026	3,060
Rent	1,119	1,185	1,119	1,119
Repairs, Maintenance & Pests	604	205	0	300
Subscriptions	55	55	55	55
Office Team	11,878	12,924	6,251	16,307
Outdoor Services Team	13,632	20,229	10,391	22,636
Total Expenditure	30,517	37,598	19,842	43,477
Rents, Water & Wayleaves	-13,025	-15,000	-2,082	-15,000
Met by Precept on Taxpayer	17,492	22,598	17,760	28,477

Appendix 1 (contd.)

	2023/24	2024/25	2024/25 6 Months	2025/26
	Actual £	Budget £	Months £	Budget £
MUNICIPAL BUILDINGS				
Salaries	49,435	49,122	9,651	25,000
Overtime	0	0	0	0
National Insurance	3,136	3,310	212	2,250
Pensions	11,447	10,807	2,129	5,500
Dorchester Arts Grant ex Staff	13,293	14,332	42,987	43,780
Training Courses	129	200	400	200
Repairs & Maintenance	35,999	16,500	5,970	16,000
Rates	11,228	9,600	0	0
Telephone	202	0	0	0
Office Team	19,319	17,565	8,496	19,252
Outdoor Services Team	14,434	7,872	4,044	7,945
To Reserves: Repay Corporate Projects	260,000	260,000	260,000	5,082
To Reserves: FOH Works				239,000
To Reserves: Municipal Buildings	10,000	12,500	12,500	20,000
Total Expenditure	428,622	401,808	346,389	384,009
OFGEM RHI	-1,064	-1,500	-772	-1,500
Total Income	-1,064	-1,500	-772	-1,500
Met by Precept on Taxpayer	427,558	400,308	345,617	382,509
CEMETERIES				
Electricity	-19	1,000	290	800
Water, Service Charges & Cesspit	712	650	104	650
Rates	7,730	7,730	8,134	8,134
General Maintenance	4,613	3,774	415	3,800
Cemetery Grass Cutting	13,597	22,471	11,474	22,471
Office Team	42,521	45,654	22,081	50,477
Outdoor Services Team	36,749	38,476	19,764	41,567
To Reserves: Cemeteries	6,100	6,100	6,100	10,000
Total Expenditure	112,003	125,855	68,362	137,898
Burial Fees & Chapel	-31,160	-35,000	-16,012	-35,000
ERBs, Memorials & Inscriptions	-36,288	-35,000	-13,276	-35,000
Total Income	-67,448	-70,000	-29,288	-70,000
Met by Precept on Taxpayer	44,555	55,855	39,074	67,898

Appendix 1 (cont)	2023/24	2024/25	2024/25 6 Months	2025/26
	Actual £	Budget £	Months £	Budget £
CULTURAL & TWINNING				
In House Events	11,809	12,500	10,211	12,750
Christmas Lights	5,160	5,000	0	8,000
Partner Events & Sponsorship	5,903	10,000	7,916	10,200
Heritage Events	8,500	8,500	8,500	8,500
Grants	7,675	10,000	7,250	10,000
Special Items - Coronation	1,804	0	0	0
People Need Nature Annual Grant				4,000
Support for Dorchester Arts Grant	7,000	7,547	0	7,698
Support for Dorchester Arts Staff	9,000	9,000	2,168	9,000
Twinning	5,323	1,000	129	700
Offices Team	15,154	16,472	7,967	18,181
Met by Precept on Taxpayer	77,328	80,019	44,142	89,029
OUTDOOR SERVICES TEAM				
Salaries	291,391	363,179	165,234	407,868
Overtime	8,917	6,000	9,579	9,000
National Insurance	24,813	31,887	14,082	49,780
Pensions	62,747	79,899	34,174	89,731
Agency Staff	30,054		9,318	
Training & Subsistence	5,989	2,500	1,832	2,000
Subscriptions	445	400	0	400
Vehicle/Mower Costs and Repairs	18,251	13,974	12,165	14,253
Tools, Equip, Signs, Servicing	12,167	13,770	2,263	14,045
Health & Safety & Protective Clothing	5,382	2,500	2,589	2,550
Fuel	7,037	9,180	4,552	9,364
Cleaning/Bin Liners/Dog Bags	6,664	7,900	3,593	8,308
Waste Services	11,341	9,700	8,372	10,000
Telephones	1,148	1,000	878	1,020
Advertising		0		0
To Reserves: Vehicles & Equipment	20,000	20,000	20,000	22,000
Total recharged to Services	506,345	561,889	288,631	640,320
Recharged to				
Parks and Open Spaces	441,531	495,313	254,432	568,172
Allotments	13,632	20,229	10,391	22,636
Cemeteries	36,749	38,476	19,764	41,567
Municipal Buildings	14,434	7,872	4,044	7,945
Recharged to Services	506,346	561,890	288,631	640,320

APPENDIX 2 – FEES & CHARGES

CEMETERIES FEES:

Interments	1 Apr 24	1 Apr 25
a) An infant under 2 years or stillborn	Nil	Nil
b) A person aged 2 years or older	£745	£750
c) A casket of ashes	£205	£210
 Scattering of ashes		
a) In a previously used plot or in the Poundbury Pavilion chamber	£66	£68
b) In the Garden of Remembrance	£34	£35
 Exclusive rights of burial in earthen graves		
For an exclusive right for 50 years, including Memorial Rights in an earthen grave:		
a) Full Sized Plot	£1000	£1025
End of term Renewal for 25 years	£850	£855
b) Ashes plots and infant under 2 years	£670	£675
End of term Renewal for 25 years	£525	£530

Additional Interment, Scattering and Exclusive Rights fees will be charged for:

- Non-residents – fee doubled. Residence is defined as living in Dorchester or Winterborne Herrington, within previous 10 years or previously resident for at least 25 years.
- Non-standard grave sizes – additional fee to be agreed with the Funeral Director

Monuments, gravestones, tablets and monumental inscriptions

Right to erect or place a headstone, footstone, tablet, flat stone, plaque, or monument in any other form at any site not subject to Exclusive Right of Burial	£235	£240
Additional inscription on a gravestone or other memorial (for each deceased)	£115	£120

BOROUGH GARDENS COMMUNITY ROOM HIRE FEES:

Prices include VAT. Performing Rights Fee may also be payable.	Per Session £	Hourly Rate £	Hourly from 5.00pm £
Voluntary and Community Organisations	61	29	41
Other Non-Commercial or Private Events	71	31	46
Commercial	97	41	66

Session times for the Borough Gardens House are 8.00am – 1.00pm, 1.00pm – 5.00pm and 5.00pm – 11.00pm (on request only).

TENNIS FEES:

Annual Membership	£50
Dorchester Resident Discount	- £15

FEES FOR HIRE OF COUNCIL LAND:

Fee Category	Fee 2025-26
Commercial rate: for hire of land by commercial organisations for a commercial purpose.	£500 per day plus VAT
Concessionary rate: for hire of land by a charity/commercial organisational for an event aimed at family / children or other community benefit (as judged by the Town Clerk).	£250 per day plus VAT
Community rate: for hire of council land by social enterprise, charity, or community group for a free-to-enter community event.	No fee

* Town Clerk to be authorised to offer discounts on the above rates for repeat/regular bookings and to attract new events.

ITEM 5.

MANAGEMENT COMMITTEE – 13 JANUARY 2025 OUTDOOR SERVICES REPORT - WINTER

1. The late autumn and early winter period saw ongoing maintenance work being heavily influenced by the mild and very wet weather, resulting in continued growth of grass areas at times. Soils saturated again towards the end of the period resulting in the suspension of grass cutting works.
2. **Borough Gardens**
 - 2.1 Main work has revolved around the planting of annual bedding plants and bulbs for spring flowering. Due to staff absence and departures, coupled with difficulty in recruitment, the pressure continued to be high to deliver to normal standard. Due to periods of rain annual weed growth has been quite rapid in the gardens keeping the staff busy. As part of the ongoing soil improvement works, large amounts of manure were added to the soil profile to improve soil structure and texture and also increase the biomass contained within it. The soil in all annual beds has now been improved in this way and future years will see routine application of manure or compost to beds.
 - 2.2 Members are reminded that bedding schemes this winter will feature more bulbs this year as previous winters have proved very wet and mild causing losses of bedding plants due to rotting off. A similar weather trend is evident so far this year.
 - 2.3 Leaf collection is carried out each year in this reporting period and was completed successfully. Despite some storm events there was little damage to trees in the gardens and small amounts of light weight fallen twigs etc were collected as part of these operations. Leaves are blown into shrub beds whenever possible to naturally rot down and fertilise the soil and help to improve its structure. Where they were not able to be placed on shrub beds collected leaves were added to the onsite compost heaps to be composted and re-used. Fallen twigs and shrub prunings were shredded to provide a limited amount of mulch which has been used on the surface of some shrub beds, this will be augmented by the use of shredded bark etc. from the stockpile at the depot. By managing leaves and shredded prunings in this way, weeds are suppressed meaning no need for weed killer applications, soil floral and fauna increase and soil structure improves.
 - 2.4 The annual *Friends of Borough Gardens* carol service was again supported by the Town Council team last year in terms of widening publicity, uploading order of service to the council's web site, and arranging for a hot drink and snack stall, plus support directly on the night. The event was extremely well attended despite the earlier poor weather which was a credit to the friends and the Town Council staff involved.



3. Outdoor Services team

- 3.1 Away from the Gardens, the outdoor services team have been carrying out maintenance works to ensure facilities are of a good standard. Staff have carried out routine maintenance and repairs in several play areas.
- 3.2 Community grit bins were checked and salt placed in them by the team as happens each year in the early winter. This was timely this year as an early snow event saw use of the grit in many local highway situations on roads and junctions that are not part of the gritting network serviced by Dorset Council.
- 3.3 The team were very busy undertaking scrub and hedge management at various sites such as Mellstock Avenue play area, Elizabeth place play area and in both Weymouth Avenue and Fordington cemeteries.
- 3.4 Protective fencing at Sandringham sports field extension was renewed to prevent footballs going into the gardens of houses located adjacent.
- 3.5 Works were carried out to hedge lines at St Georges Road allotments and the main gate to the western section was repaired to enable easier use.



Snow falls at Borough Gardens 21 November 2024

3.6 Public seats along the Frome Terrace allotment section of the river walks were cleaned sanded and re-treated.

3.7 The team worked hard over several nights to install the town Christmas tree and on-street seasonal lighting. This work is done out of normal working hours to ensure it is done when routes are as quiet as possible. Similarly, the lighting and tree was removed on January 6th the lighting not accessible due to the boarding off the lower section of south street will be removed when safe to do so.

4. Cemeteries

4.1 Routine maintenance has continued within the cemeteries including grass and hedge cutting, litter collection and gravedigging. Full burials have been slightly lower in number over this period.

4.2 A major piece of work involved the removal of ivy growing over the boundary wall located on the eastern boundary of Weymouth Avenue Cemetery. The Ivy originates on railway land, staff removed it from the top of the wall and pillars to enable inspection of the brickwork and improve the visual appearance.

4.3 Works were undertaken to remove the bramble and scrub that had grown in an area adjacent to the ashes burial section at Fordington cemetery. This work is carried out every 5 years on average to refresh the scrub which in turn offers habitat to various birds, animals and insects.

5. Biodiversity

5.1 Autumn young tree maintenance was previously carried out by the outdoor services team with renewal of mulching to the tree bases to inhibit weed growth, the mulch coming from chipped branches etc. from tree owned by the council. This was then added to by the routine checking, adjustment and replacement, where required, of tree ties and stakes to tree stock newly planted over the last 4 years. Formative pruning was carried out to the trees at Kings Road, this will also be carried out at great field in the coming weeks.

5.2 As mentioned previously, leaves, tree brush and shrub prunings have been shredded to provide both compost and mulch in several areas.

5.3 New small bird boxes were placed in trees in Borough Gardens in late November, two swift boxes were positioned on Borough Gardens House where it is hoped they will attract the migratory birds often seen above the gardens.

5.4 Scrub management operations were undertaken adjacent to the access path from Great Field to Poundbury Fort (adjacent to the cemetery). This year's work involved the cutting back on both sides of the path. Future years will see one third of the remaining scrub cut to ground level each year. In this way the scrub does not become overly mature (which is less useful to wildlife) but the area still offers a range of maturity for species to migrate to.

6. The Great Field

6.1 Town Council play inspection trained staff inspect equipment on a weekly basis and are feeding back any issues to the ATCOS.

6.2 Maintenance of The Great Field has carried on with works to shrub beds in and around the play area, good progress having been made to remove the very established and persistent deep-rooted weeds that affected most of the shrub beds prior to adoption. Non-native, invasive bramble has been removed from the SUDS gravel area adjacent to St Johns way. If not controlled this would very quickly spread to adjacent areas causing significant problems. It is unlikely complete removal has been achieved so return visits will be made each year to try to eventually eradicate it.

6.3 Works to create a picnic bench area in the higher section adjacent to the play area are anticipated to commence in February once the table has been received.

6.4 The seats to be located opposite the doctor's surgery have now been received and works will start in January to position the first one.

6.5 The team undertook repair works to the path network in the northeastern corner where erosion, caused by heavy rainfall, had created numerous ditches and trenches in the path surface. Works included the cutting of "grips", (small channels) into the adjacent grass verge

to enable water to run off before it becomes strong enough to erode the path surface. Further works will be required to manage this problem on a routine basis.

7. Staffing

7.1 Continual professional updating continued for members of the team. Safe operation of high access equipment training (used for trimming high hedges, pollarding trees in Borough Gardens and cleaning out gutters etc.) was completed in November.

8. Arboriculture

8.1 As reported at the meeting in November 2024, two tree work planning applications were considered by Dorset Council and no objections raised. The first was to undertake the second phase of significant tree work in the nature reserve area. This work focusses on the Riverside nature reserve and is intended to ensure the safety of neighbouring property and users of the reserve as much as possible by reducing the height of trees on the boundary and reducing mainly ash trees affected by ash dieback disease inside the reserve to 4m monoliths. These works were put out to quotation and an order placed for commencement in the coming weeks weather permitting. The second was in regard to reducing the extent of tree branch overhang from four trees on Frome Terrace Green to allow safe access to parked cars and reduce nuisance from Honeydew (aphid droppings). These works were carried out in mid-November.

Carl Dallison
Assistant Town Clerk, Outdoor Services
Dorchester Town Council

ITEM 6.

MANAGEMENT COMMITTEE – 13 JANUARY 2025 BOROUGH GARDENS CARPET BED DESIGN OPTIONS 2025

1. **Background.** Dorchester Town Council provides a dedicated flower bed in Borough Gardens that is planted each year in a design to commemorate a local or national event or organisation. The 'carpet bed' is made up of many special varieties of plants that can be planted and clipped to create a badge or emblem type design. The Management Committee annually select the design to be used for that particular summer.
2. **Current position.** A notice was put out in the council's community newsletter in autumn 2024 inviting people to apply for organisations or events to be commemorated in the carpet bed design for 2025. One formal request has been received, from Dorchester Civic Society wishing to mark their 50th anniversary.
3. **Decision.** Members of the committee are requested to select a subject for the design to be used in the Gardens carpet bed in the summer of 2024.

Carl Dallison
Assistant Town Clerk, Outdoor Services
Dorchester Town Council

ITEM 7.

MANAGEMENT COMMITTEE – 13 JANUARY 2025 FORDINGTON CEMETERY: HOLLOWAY ROAD WALL UPDATE

1. Background

- 1.1 Fordington Cemetery has a large stone retaining wall on its northern boundary with Holloway Road. The wall is of varying heights bordering both adopted highway footpath, parking spaces owned by Mill Street Housing Society and three private residences, one with an adjoining garage.
- 1.2 The wall increases in height from its lowest, adjacent the junction with King's Road, to its tallest adjacent to the parking area and private residences.
- 1.3 At approximately 05:00 on 09/10/2024 the wall a section of the wall adjacent to the parking area collapsed after a period of heavy rain, followed by very heavy and regular rain showers. The debris fell into the parking area where one car was impacted by it.
- 1.4 Staff were made aware early on the day of the incident. The ATCOS attended site at 08:15 along with an architect to inspect. A structural surveyor then made a very early preliminary inspection of the site. Concerns were expressed by adjacent residents, one of whom had already been affected by the wall falling onto her car.
- 1.5 As a safety precaution two households were found temporary accommodation locally until further structural assessment could be made.
- 1.6 Three days later a further structural engineer assessed the remaining wall sections and decided that they were essentially safe for the time being and that residents could return to their homes. However, further works to secure and support the wall at the points of failure was required.
- 1.7 At the same time the architect sought specialist advice as to appropriate emergency scaffold design and a scaffold company with the resource and expertise to carry out the work.
- 1.8 Residents were kept informed as to progress and plans for further work. Mill Street Housing Society were also kept informed as the parking area is unlikely to be able to be used for the near to medium term until rebuilding works are carried out.
- 1.9 Emergency scaffolding was erected to support the walls at the points of failure. Works included drilling into the concrete of the parking area and floor of the adjacent garage. The scaffold includes large containers of water to act as a weight to assist with retention of the wall.
- 1.10 Town Council staff erected Heras style security fencing at the top of the steep bank in Fordington Cemetery to prevent access to the wall and slip area.

2. Current situation

- 2.1 Works were carried out before Christmas to remove the fallen earth and chalk, damaged car and stonework from the parking area. The earth was removed from site along with rubble and chalk. Stone was retained where it was suitable for re-use to face the outside of the future retaining structure so as to be visually in keeping with the existing wall. The site was then cleared and hessian placed over the exposed areas of soil and chalk. The area is closed off and will remain so until work to rebuild commences. The site is visually checked daily from the road during the working week.
- 2.2 A structural engineer's quotation has been received to produce a report, design and recommended monitoring works going forward and this has been accepted. Retention will be via one of three methods currently under consideration, all will have the outer face cladded by the retained stone so as to retain the previous look of the wall.
- 2.3 It has been confirmed that planning permission will not be required for the works.
- 2.4 A topographical survey of the land in the area of the wall was completed shortly before Christmas

3. Future works

- 3.1. The architect in conjunction with the structural engineer will design a scheme to involve rebuilding the wall to be faced with existing retained stone where possible (a requirement under conservation area designation), together with works to stabilise the remaining wall (by means of dewatering to reduce hydrostatic pressure) which will also include removal of vegetation and areas of repointing. Consideration is to be given to restricting access to the head of the wall to prevent risk of falling. Estimated timescale by mid-February.
- 3.2 Currently an advertisement is being worked upon for contractors to express an interest in tendering for the works which will be placed on the contract finder web site. Estimated timescale by mid-January.
- 3.3 A ground penetrating survey will be commissioned to try to establish the position of existing burials in the area adjacent to the slipped section and also to the existing wall so as to inform how best to progress with future works.
- 3.4 A specification, bill of quantities and tender forms will be drawn up and tenders invited from suitably qualified and experienced contractors with capacity to undertake the works in a reasonable time frame. Estimated timescale by late March.
- 3.5 It is still unclear as to whether a specialist installer will be engaged separately to undertake works to prevent water build up behind the new wall section and in some areas of the higher wall or whether they will work as a sub-contractor to the main contractor, currently the former is looking more probable.

- 3.6 A monitoring programme will be commissioned and implemented to inform how to best protect the other existing walls around the cemetery leading up to Kings Road into the future. This has yet to be decided upon and members will be advised as to the best course of action and options within that, as the project progresses.
- 3.7 Members should note that commencement of works after award of contract will be heavily influenced by the workloads of prospective contractors, it is hoped commencement would be by late May but this could be delayed. Members will be kept informed.

Carl Dallison
Assistant Town Clerk, Outdoor Services,
Dorchester Town Council

ITEM 8.

MANAGEMENT COMMITTEE – 13 JANUARY 2025 DRAFT POLICY ON HIRE OF COUNCIL LAND FOR EVENTS

1. At its meeting in September 2024, the Committee considered a report on the Council's current approach to hiring out its land/open spaces for events, markets and festivals.
2. The Committee considered that members should have greater involvement in considering requests to hire council land and that the council should establish clear guidance for event organisers in order to ensure that the public could still freely enjoy the open spaces, irrespective of any event, and that local residents were not unduly inconvenienced by the side-effects of the event (e.g. car parking and noise).
3. Members agreed, therefore, that a draft policy be developed to provide guidance on allowing the use of Council land for events and that this policy be presented to a subsequent meeting of the committee for consideration.
4. The attached draft policy (**Appendix A**) has been produced, therefore, in response to the initial comments of the members and in consultation with the Chair and Vice Chair of the Committee.
5. **Recommendation:** That the Committee agrees the attached policy (Appendix A) to guide future decisions on requests to hire council land for events, markets and festivals.

Assistant Town Clerk (Corporate)
Dorchester Town Council

ITEM 8 – APPENDIX A

DORCHESTER TOWN COUNCIL DRAFT - POLICY FOR THE HIRE OF COUNCIL LAND FOR EVENTS AND ACTIVITIES

Background:

The council's Code of Corporate Governance states, in the section on Community Focus, that:

- The Council provides a wide range of facilities and activities which all help to build a sense of community.
- It is committed to maintaining the traditions associated with Dorchester's historic role as County Town and to organising civic events which celebrate this in response to both local and national issues.
- It will continue to organise a free programme of summer events which have proved to be effective in enhancing community life.

However, this statement primarily focus on the Council's own events rather than providing a framework for considering third party requests to use council land.

This policy aims to provide such a framework by clarifying the council's approach to assessing request to use the Council's land for events and activities.

Responding to requests to use council land for events and activities:

1. With regard to the hiring of the council's outdoor spaces by third parties, each request for a booking will be assessed by council officers with regard to its suitability for the space in question (e.g. might the event be harmful/damaging to the greenspace or inappropriate for the neighbourhood). This assessment by officers will be undertaken in consultation with the Chair and Vice-Chair of Management Committee where appropriate.
2. When taking bookings for events on council land, officers will ask the organisers to provide a risk assessment and evidence that they have Public Liability Insurance. Meetings will be held with organisers in advance to discuss layout of stalls, vehicle movements, parking and access to power supplies.
3. For larger events, the Council will require the organisers to inform the police and Dorset Council's licensing & community safety teams. In turn, Dorset Council may then request that the organisers submit detailed event management plans to the countywide Safety Advisory Group for consideration.
4. Where deemed necessary by the Council, event organisers will be required to provide their own marshals and security staff in order to ensure the event remains safe. There should be no expectation that Council staff will help marshal or supervise events.

5. The Council will require hirers to liaise with other organisation using the site on the day of the event in order to avoid any conflicting demands on the available space and areas for parking.
6. For most events, public access to the Council's open spaces will be largely uninterrupted although there may be discrete areas which require ticketed entry (such as outdoor theatre in the centre of Maumbury Rings or the inflatable theme park on The Great Field).
7. The Council is not obliged to allow its open spaced to be used for events and requests may be declined if what is proposed is considered inappropriate.
8. Each year the Council will publish its scale of charges for the hire of its land for events. The fees charged will vary according to the status of the organisation (e.g. charitable or commercial) and the nature of the event (free access or pay-to-enter).

Dorchester Town Council
January 2025

ITEM 9.

MANAGEMENT COMMITTEE – 13 JANUARY 2025 REVIEW OF 2024 EVENTS PROGRAMME AND PROPOSAL FOR EVENTS IN 2025

1. Background

1.1 Each year the Town Council provides a programme of events and entertainment on its open spaces for the benefit of both residents and visitors. The main types of activities are as follows:

- a) Weekend music in Borough Gardens, organized and paid for by the town council.
- b) Council-organised community/civic events – e.g. beacon lighting at Salisbury Field or the Love Parks event in Borough Gardens.
- c) Bookings at other Council sites by third parties for food markets, fundraising events (e.g. Cider Festival) or entertainment (e.g. outdoor theatre).

1.2 A list of all the events that took place on council-owned open spaces is provided in **Appendix A**. This highlights the wide range of entertainment which the council hosts, with events taking place nearly every weekend from Easter until early September.

1.3 Although Borough Gardens hosts most of the Council's own events, the Council's other outside sites are growing in popularity:

- Maumbury Rings is very popular for markets and, in particular, outdoor theatre organised by Dorchester Arts.
- The Great Field is mainly a venue for markets and community picnics.
- Woodlands Crescent greenspace – this mainly hosts the Poundbury independent market.
- Fordington Green – occasionally used for fetes.
- Salisbury Field – rarely used apart from council-organised beacon lighting events.

1.4 The income generated by hosting these events is quite modest (£1,133 in total) with, in many cases, no fee being charged for charity and community events.

1.5 Expenditure by the Council on events was as follows:

- £1,625 paid to performers for music in Borough Gardens every weekend from April to September.
- £4,287 - Anonymous youth festival, with an additional funding from external grants.
- £1,257* - Love Parks, a popular summer family event in Borough Gardens.
- £1,905* - Town Council's 50th anniversary family event in Borough Gardens.

* These figures are net of any income from concessions (e.g. food stalls).

2. Review of 2024 events

- 2.1 The weekend free music performances in Borough Gardens from Easter to September would appear to have been successful and the cost to the Council is relatively modest with the bandstand providing a good venue. In 2024, the Council sought to attract new performers via an open advert on Facebook and this brought in many new acts to the summer programme – including younger bands.
- 2.2 The Council-organised festivals for 2024 comprised the council’s 50th anniversary event in June, the Love Parks (family fun day) in July and the Anonymous Festival at the end of August. Both events continue to be successful and offer local families and young people free entertainment.
- 2.3 In 2024 the new monthly Dorchester Artisan Market made use of Borough Gardens for live music and food stalls. However, linking the Gardens with the main market in South Street and Brewery Square proved problematic and so the Artisan Market will not make use of the Gardens in 2025. However, the craft/artisan market sector remains buoyant and various markets take place throughout the year on The Great Field, Woodlands and Maumbury Rings. The Council also helps to promote these markets for the benefit of the local economy via the Discover Dorchester tourism website and social media accounts.
- 2.4 The Council’s sites have also hosted several significant community organised events/festivals which have proved popular with the local community including the Dorchester Cider Festival, which attracts very large crowds, and the One World Festival. A new event for 2024 was the Palestinian Cultural Festival which offered a range of foods, crafts, music and dance in Borough Gardens. A request has been made by the organisers to hold this event again in the Gardens in August 2025.
- 2.5 Maumbury Rings continues to be a popular venue for outdoor theatre, with Dorchester Arts programming a series of performances across the summer.
- 2.6 The Great Field is growing in popularity for events with Summerfest, Summertime Fayre, Inflatable Theme Park and Dorset Food & Craft Festival taking place on the site during 2024 and most likely to return in 2025. These events do, however, generate additional traffic in the area and so the council will take steps to require event organisers to discourage visitors from attempting to park on St John’s Way.
- 2.7 In addition to the large-scale events described above, the Council’s open spaces host a range of regular bookings for exercise classes (e.g. Tai Chi and Yoga) and the popular ParkRun.

3. Events in 2025

- 3.1 It is proposed that the Council-organised events for 2025 include:
 - Roman Festival in Maumbury Rings, 12th & 13th April – organised with funding by the Dorchester Joint Heritage Committee.
 - Weekend summer music on the bandstand in Borough Gardens.

- VE Day 80th celebration beacon lighting event on 8th May on Salisbury Field and music/picnic in Borough Gardens on Sunday 11th May.
 - Love Parks – free family fun day on 24th July in Borough Gardens.
 - Anonymous youth festival on 25th August 2025.
- 3.2 The details of the VE Day 80th celebratory events will be agreed with the Committee’s Twinning & Cultural Activities Panel.
- 3.3 In terms of events organised by third parties on Council land, the following are likely to take place during 2025:
- Summerfest organised by the Lions on The Great Field.
 - Inflatable Theme Park run by South West Inflatable Theme Park on The Great Field.
 - Vegan Markets at Maumbury Rings.
 - Dorchester Cider Festival in Borough Gardens.
 - *Street in the Park* youth music event organised by Activate Performing Arts in Borough Gardens.
 - Outdoor Theatre organised by Dorchester Arts on Maumbury Rings.
 - One World Festival organised by the South West Multi-Cultural Network in Borough Gardens.
 - Gypsy, Roma & Traveller History event in Borough Gardens.
 - Palestinian Cultural Celebration organised by the Dorset Palestinian Solidarity Campaign in Borough Gardens.
 - Dorchester Food & Art Festival on The Great Field.
 - St George’s Fair on Fordington Green.
 - Carols in the Gardens organised by the Friends of Borough Gardens.
- 3.4 The above events and festivals will offer a broad range of entertainment to all members of the community and also help to attract visitors to the town for the benefit of the local economy.
- 3.5 The scale of fees to be charged by the Council for the hire of its land are included in the budget proposal for 2025-26.

4. Recommendations

- 4.1 It is recommended that the Committee notes the review of the 2024 events programme and agrees the proposals for event and festivals in 2025.

Appendix A – Events and festivals on Council sites in 2024

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

ITEM 9 - Appendix A: Events and festivals on Council sites in 2024

Date	Borough Gardens	Other council sites
BH Mon 1st April		Egg Rolling – The Great Field
Sat 27th April		St George’s Day Fair – Fordington Green.
Sun 28th April	Artisan Market – music and food stalls.	Dorchester Triathlon - crossing The Great Field.
Sat 11th May	Street in the Park - Activate Performing Arts	
Sun 12th May		Poundbury Independent Market – Woodlands. New Hardy Player – filming on Salisbury Field.
Sat 18th May		Vegan Market – Maumbury Rings. Step Challenge – The Great Field.
Sun 19th May		Vegan Market – Maumbury Rings Summerfest – The Great Field
Sun 26th May	Artisan Market – music / food.	
Sun 2nd Jun	Ruffdog Elliott – live music	
Thurs 6th June		Vintage Jaguar Car Rally – The Great Field. D-Day 80 th Beacon Lighting event – Salisbury Field.
Fri 7th June		Outdoor Theatre - Sherlock & Watson, A Murder in the Garden (Dorchester Arts). Maumbury Rings.
Sat 8th June	D-Day events. Live music and outdoor theatre.	
Sun 9th June	Fluke – live music	Music at the PiP / The Great Field
Sat 15th Jun	Gypsy & Traveller History Event – Kushti Bok.	
Sun 16th Jun	Bethel Gospel Fellowship – choir. Dr Jazz – live music.	
Mon 17th June	Dorchester Choral Society evening rehearsal.	
Tuesday 18th June	Rhyme Time in the Park (Dorchester Library)	

Date	Borough Gardens	Other council sites
Friday 21st June	Rhyme Time in the Park (Dorchester Library)	
Sat 22nd Jun	Dorchester Choral Society - evening concert.	
Sun 23rd Jun	Artisan Market – live music and food stalls.	
Wed 26th June		Outdoor Theatre - The Comedy of Errors (Dorchester Arts) – Maumbury Rings
Sat 29th Jun	DTC 50th Birthday Celebrations in the Gardens.	
Sun 30th Jun	Bethel Gospel Fellowship – choir. Durnovia Silver Band & Encore Singers - Proms Event.	Age UK Summertime Fayre – The Great Field.
Friday 5th July	Health & wellbeing picnic for hospital staff.	
Sat 6th Jul	Bethel Gospel Fellowship (choir). What the Phunk – live music.	
Sun 7th Jul	Swingtime in the Gardens.	
Sat 13th Jul	No Fixed Abode – live music.	
Sunday 14th July	Bethel Gospel Fellowship (choir). The Hooked – live music.	
Fri 19th July		Dorchester Community Church youth club. The Great Field.
Sun 21st July	Bethel Gospel Fellowship (choir) Durnovia Silver Band – live music	
Thurs 25th July		Outdoor Theatre - The Importance of Being Earnest (Dorchester Arts) Maumbury Rings.
Sat 27th Jul	Bethel Gospel Fellowship (choir) Family Fun Day. Dorchester Salvation Army.	
Sun 28th Jul	Artisan Market – live music and food stalls.	
Mon 29th Jul		Inflatable Theme Park – The Great Field. 'Mary Channing' - performance by Thomas Hardy Society. Maumbury Rings.

Date	Borough Gardens	Other council sites
Tues 30th July		Inflatable Theme Park – The Great Field. Outdoor Theatre - rehearsal. (Dorchester Arts) Maumbury Rings.
Weds 31st July	Family Wellbeing Session.	Outdoor Theatre - rehearsal. (Dorchester Arts) Maumbury Rings.
Thurs 1st Aug	Love Parks event	Outdoor Theatre - Sisata Theatre -. (Dorchester Arts) Maumbury Rings.
Sat 3rd Aug	Nick Capaldi – live music.	Dorset Food & Arts Festival – The Great Field.
Sun 4th Aug	Bethel Gospel Fellowship (choir). Damaris Fowler & Rick – live music.	Vegan Market – Maumbury Rings
Weds 7th Aug		Holiday Hangout at the PiP (DTC) – The Great Field.
Fri 9th Aug	United Reform Church - holiday club picnic.	Outdoor Theatre - Dr Doolittle with Illyria Theatre (Dorchester Arts). Maumbury Rings.
Sat 10th Aug	One World Festival - South West Dorset Multi-Cultural Network	
Sun 11th Aug	Tony Lowe – live music	
Thurs 15th Aug		SENsational Story and Play (Dorchester Library) – The Great Field.
Sat 17th Aug	Dorchester Cider Festival.	
Sun 18th Aug	Weymouth Concert Brass at 2.00pm	Music at the PiP – The Great Field.
Sat 24th Aug	Ukrainian Independence Day event (cancelled due to weather).	
Sun 25th Aug	Artisan Market – music / food stalls.	
BH Mon 26th Aug	Anonymous Festival	
Wed 28th Aug	Family Wellbeing Session.	
Sat 31st Aug	Palestinian Cultural event. Dorset Palestinian Solidarity Campaign.	
Sun 1st Sept	Tony Lowe – live music.	
Fri 6th Sept		Music at the PiP. The Great Field. Outdoor Theatre. The Merry Wives of Windsor (Dorchester Arts). Maumbury Rings.
Sat 7th Sept	Guided walk around the Gardens. Friend of the Borough Gardens	

Date	Borough Gardens	Other Council sites
Sun 22nd Sept	Artisan Market – live music and food stalls.	
Thurs 26th Sept		'Digging for Britain' filming in Maumbury Rings
9th-15th October	Baby Loss Awareness Week.	
Sun 20th Oct	Chi in the Park 9.00am-9.45am	Dorchester Triathlon crossing the Great Field.
Sun 27th Oct	Artisan Market – music / food stalls.	
Thurs 19th Dec	Carols in the Garden – Friends of Borough Gardens	

ITEM 10.

MANAGEMENT COMMITTEE – 13TH JANUARY 2024 GRANT APPLICATIONS

1. In the current financial year, the Council's small grants budget is £10,000. The grant scheme is used to support discrete projects which directly benefit the Dorchester community. Grants are typically between £50 and £500.
2. Since April 2024, the Committee has considered the following applications:

Organisation	Project	Requested	Awarded
Kushti Bok	G&T History Event in Gardens	£500	£250
Dorchester Transport Action Group	Meeting venue hire cost	£69	£69
Talk About Trust	Summer events at PiP	£500	£500
Mid Dorset Mencap	ADAN training courses	£500	£500
Dorchester Town Chaplaincy	On-going activities in town	£250	£250
Mosaic	Bereavement cafes for young people	£500	£500
Dorset Food & Drink	Cooking workshops	£500	£0
Dorford Baptist Church	Ukrainian Independence Day celebratory event	£500	£500
People Need Nature	Swale management at The Great Field.	£4,000	£4,000
ParkRun	Storage unit at The Great Field	£250	£250
Dorchester Heroes Project	Schools' engagement	£500	£0
Lions Club of Dorchester & District	Summerfest event costs	£500	£0
Victim Support Dorset	Personal alarms	£500	£0
Read Easy South Dorset	Coach training	£500	£500
Dorchester Child Contact Centre	Equipment	£500	£250
Durnovaria Silver Band	Printer and laminator	£320	£320

Poundbury Residents Association	Youth photography competition	£500	£0
Dorset Museum & Art Gallery	Dorchester Family Science Festival	£500	£300
Dorchester Arts	Scriptwriting festival	£500	£500
Dorchester Chamber of Commerce	Christmas Cracker – public liability insurance.	£480	£480*
Dorchester Chamber of Commerce	Christmas Cracker – hire of Corn Exchange.	£350	£350*
Total awarded			£9,744
Budget remaining			£256

* These grants were awarded by the Town Clerk under delegated authority in consultation with the Chair and Vice Chair of Management Committee.

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 Committee is requested, therefore, to consider the application below which has been received since its last meeting.

Tony Hurley
Assistant Town Clerk (Corporate)

ITEM 10 (a) – Grant application from Dorchester Opportunity Preschool Group

1.	Name of organisation.	Dorchester Opportunity Preschool Group Ltd.
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Nyree Gibbs Address: Dorchester Opportunity Group Maiden Castle Road Dorchester DT1 2HH Charity number is 1147030
3.	Address where activities are based.	Dorchester Opportunity Group Prince of Wales Preschool Centre Maiden Castle Road Dorchester DT1 2HH
4.	What area (community) is served?	We have children attending from Dorchester as well as surrounding villages and further afield such as Weymouth and Portland as there are no other specialist settings like ours locally.
5.	Are there any other similar facilities or services provided in the area/district?	No, we are the only specialist preschool setting locally.
6.	How does your organisation / activity benefit the residents of Dorchester	Some of our children live in Dorchester and will go on to school in Dorchester. We support children with Special Educational Needs age between 2-4 years of age. Children are referred to us by other professionals who have identified a developmental delay and or disability. We support children with a variety of needs such as speech and language delay, autism spectrum disorder, Downs Syndrome as well as more complex medical needs such as Cerebral Palsy and Spina bifida. We have a higher staff ratio than other preschools with most children requiring 1:1 support. We work very closely with parents and other professionals to ensure a bespoke and individual approach to their learning and development.
7.	Present charges/ subscription/fees. Please attach schedule if available.	Most children that attend our setting are eligible for the Early Entitlement Funding for all 2, 3 and 4 year olds. All are eligible for up to 15 hours free childcare, and some are entitled up to 30 hours but sadly, we are not able to off that many hours, so some children do a shared placement with another preschool provider if it is appropriate.

		<p>If children are not eligible, or do over their entitlement of hours we would currently charge £5.15 for a 3- & 4-year-old per hour and £7.50 for 2-year-olds. We currently on have 2 fee paying families who are either not eligible or do additional hours.</p> <p>We also charge £1.50 per day towards snacks, resources and the use of our additional facilities such as the hydrotherapy pool and soft play.</p> <p>Some children are collected or taken home on our minibus and there is a charge of £2 for the Dorchester area and £4 for Weymouth.</p>
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	We may review our session fees in the Spring/Summer Term.
9.	<p>Details of the project facilities or service to be provided and how they will benefit the community.</p> <p>(Continue on a separate sheet if necessary.)</p>	<p>We provide specialist preschool provision for children with special educational needs and disabilities.</p> <p>The Dorchester Opportunity Group is a place where children have access to a wide range of stimulating activities so they can grow and develop both physically and cognitively; learn about themselves and others and learn about the community in which they live so that they can become valued and useful members of that community.</p> <p>We support children to develop their play skills, their listening and attention skills and their communication to enable them to make progress in their learning and form trusting relationships with adults and their peers.</p> <p>We can offer children an environment where learning is fun, where they can explore a variety of sensory activities and develop skills at a pace that suits them.</p> <p>We celebrate every child's achievement no matter how small they may seem, as to them and their families they are just so great!</p> <p>To hear them say a word, use a sign, take a step or give you a smile is just so wonderful!</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.	Our provision is ongoing, and being a registered charity, we rely on grants such as yours to enable us to continue doing what we do best. We have been rated Outstanding by Ofsted in our last 3 inspections, something we are very proud of and is testament to the dedication of the team, the support of our parents and other professionals but most of all by the resilience and determination of our children.
11.	a) Proposed starting date of project or acquisition date of equipment.	<p>We would like to use the grant towards the repair of our playhouse in our outside area.</p> <p>It is a wooden structure, and some parts are rotten and in need of repair.</p>

	b) Estimated completion date.	The children enjoy exploring inside, climbing the ladder and playing in the role play kitchen. We would like to get this work done as soon as possible before the winter sets in.
12.	Please give details of the cost of the project.	Estimated, but we would hope a grant of £500 would cover the cost of materials and some labour costs although we would seek some willing volunteers from our supporters to form a working party! We would provide tea and cake!
13.	Please give details of other grants awarded or applied for.	No other grants applied for this specific project.
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information.	Not at this stage.
16.	<p>Declaration</p> <p>I 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).....</p> <p>Position Held: Manager</p> <p>For and on behalf of The Dorchester Opportunity Group Date: 11th November 2024</p>	

ITEM 11.

TWINNING & CULTURAL ACTIVITIES PANEL NOTES OF MEETING ON 11TH NOVEMBER 2024

Present: Cllrs J. Hewitt, F. Hogwood, S. Jones, R. Major, R. Potter and M. Rennie

Officers: Steve Newman (Town Clerk) and Tony Hurley (Assistant Town Clerk)

1. **Apologies.** None.
2. **Declarations of interest.** None were declared.
3. **Election of chair.** Cllr Molly Rennie was elected as chair.
4. **Honorary Citizen Service.** Steve Newman briefed the Panel on the nomination process by the Mayoral Selection Panel and confirmed that all three candidates had accepted. The names of the candidates will be made public at Full Council on 25th November. The Honorary Citizen Ceremony will take place on a weekend in February in the Municipal Buildings. There will be two guest speakers for each candidate. The Panel suggested that the press be invited, that a professional photographer be retained for the event, and that the invitations should be on card.
5. **Mayor's Cadet.** Tony Hurley outlined to the Panel a proposal that had been received from the RAF Air Cadets for the establishment of a 'Mayor's cadet' to take part in civic events. The Panel members discussed the proposal but considered that it would over-complicate existing arrangements (with the Mayor's guide and scout) and, in any case, there were very few civic events in which the cadet could participate. The Panel decided to decline the proposal but suggested, instead, a cadet be invited to participate in the Dorchester Youth Council.
6. **VE Day 80th celebration.** Tony Hurley outlined the emerging ideas for celebrating the 80th anniversary of VA day on 8th May 2025, and on the following weekend. The main event would be a beacon lighting ceremony in Salisbury Field. Members suggested involving schools' choirs, cadets, the Rock Choir and Casterbridge Male Voice Choir. The Assistant Town Clerk will bring more developed plans to the next meeting of the Panel.
7. **Items of next meeting.** It was proposed that the next meeting of the Panel should focus on the Remembrance service/parade and develop ideas for improving the event. It was agreed that officers would contact all the groups involved in the event to ask for feedback.

With regard to Twinning issues it was proposed that Cllr Gareth Jones and John Eldridge be invited to a future meeting to discuss their plans.

ITEM 12.

**MANAGEMENT COMMITTEE – 11TH NOVEMBER 2024
EXCLUSIVE RIGHT OF BURIAL AND INTERMENTS AND BURIAL OF ASHES**

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

Cemetery	Burial/Ashes	Grant No:	Grave Number
Dorchester Cemetery	ASHES	3251	T.B.A.
	ASHES	3252	3402A
Poundbury Cemetery	ASHES	3253	C359
CANCELLED	ASHES	3254	T.B.A.
	BURIAL	3255	T.B.A.
Fordington Cemetery			

2. During November and December 2024, the following interments and scattering/burial of ashes have taken place in Dorchester’s cemeteries:

1/11/24 – 31/12/24	Dorchester	Fordington	Poundbury
Interments	2	-	2
Ashes	6	-	2
Garden of Remembrance	2	-	-
Poundbury Chamber			-
Children’s Plot			-