



Dorchester Town Council

Council Offices, 19 North Square, Dorchester, Dorset. DT1 1JF

Telephone: (01305) 266861

You are summoned to a **Meeting** of the **Dorchester Town Council** to be held at **The Recreation Pavilion, Weymouth Avenue, Dorchester DT1 2RY**, on **Monday 28 March 2022 at 7.00pm**, to conduct the following business: -

1. **Apologies & Minutes**

To confirm the Minutes of the meeting of Council held on 24 January 2022 (Page 3).

2. **Presentations, Communications, Questions and Motions**

a) To make a presentation to Barry White, to recognise his role as Town Macebearer

b) To consider the following motion, proposed by Councillor Robin Potter

"That this Council notes the intention of Dorchester Civic Society to apply to register land north of Dorchester (including the proposed site for the DOR 13 development) as a non-designated local heritage asset, and supports this intention"

Background material has been circulated separately to Members. Due to a short timescale before Dorchester Civic Society make the application a decision on the motion is required at this Council meeting.

c) To receive communications from the Mayor and Town Clerk

d) To consider a revised date of 20 May 2022 for the Annual Town Meeting

3. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:

Planning & Environment Committee	7 February 2022	Page 9
Planning & Environment Committee	7 March 2022	Page 15
Management Committee	14 March 2022	Page 19
Policy Committee	21 March 2022	Page 27
Mayoral Selection Committee	21 March 2022	Page 30

To note the Minutes of the following Joint bodies

Dorchester Heritage Joint Committee	18 January 2022	Page 31
Dorchester Markets Informal Joint Panel	23 February 2022	Page 34

4. **Dorset Council Matters**

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



Adrian Stuart Town Clerk

22 March 2022

A Public Questions session will take place following the Council meeting.

Public Attendance and Speaking at the Meeting

The meeting will be held at a time when the risk associated with Covid 19 is still significant. If you wish to attend it would be very helpful if you could **notify the clerk by 0900 on the morning of the meeting** so that we can include you in our arrangements to keep you and other participants safe.

The Chair (Mayor Gareth Jones) has discretion to allow members of the public to speak during the formal part of the meeting. If you wish to speak please let the Clerk know when advising of your attendance. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably 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.

Dorchester Town Council

Meeting of the Dorchester Town Council

24 January 2022

Present: Mayor G. Jones and Councillors R. Biggs, S. Biles, A. Chisholm, L. Fry, T. Harries, J. Hewitt, F. Hogwood, S. Hosford, S. Jones, F. Kent-Ledger, D. Leaper, A. Lyall, R. Major, R. Potter, M. Rennie, R. Ricardo and D. Taylor.
Apologies: Councillor B. Armstrong-Marshall and A. Canning.

39. Minutes

With an amendment to add a word at Minute 38 the minutes of the meetings of Council held on 22 November 2021 were confirmed and were signed by the Mayor as a correct record.

40. Presentations, Communications, Questions and Motions

The Mayor identified that Mayoral duties remained quiet due to Covid.

41. Planning and Environment Committee – 6 December 2021

With an amendment of clarification to minute 53 it was proposed and seconded that the minutes of the meeting be adopted.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 6 December 2021 be adopted.

42. Management Committee – 10 January 2022

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

Several Members identified new trees that had been planted around the town. A question was asked regarding the definition of Anti-Social Behaviour.

Resolved

- a) That the Outdoor Services Team update presented to the Committee be noted
- b) That a final scheme for a new outdoor gym at the Borough Gardens, to include a mix of cardio, core and strength equipment, be worked up with the lowest tenderer and that an order for the equipment be placed following the approval of the scheme by the Chairman and Vice-Chairman of the Committee
- c) That, with regard to the Budget 2022-23
 - i) The Policy Committee be informed that the draft Estimates for 2022-23 be approved so far as this Committee is concerned.
 - ii) With effect from 1 April 2022
 - Tennis Court membership fee be increased to £40 per year with a discount of £10 to those members that live in the town.
 - Charges in respect of Dorchester, Fordington and Poundbury Cemeteries be as set out in Appendix 1 of the minutes of the Committee

- The charges for hire of Borough Gardens House not be increased
- d) That the action of the Town Clerk in approving designs numbered memorials 5249 to 5253 be confirmed and the Register of Memorials be signed by the Chairman as a correct record
- e) That the Buildings Monitoring Reports be noted
- f) That, in regard to a request for access across the Sandringham car park, access be agreed based on the indicative scheme provided, subject to conditions in respect of a Registered Housing Provider and a minimum capital receipt as set out in the report.
- g) That the minutes of the meeting of the Management Committee held on 10 January 2022 be adopted.

43. **Policy Committee – 13 December 2021**

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

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 13 December 2021 be adopted.

44. **Policy Committee – 17 January 2022**

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

Resolved

- a) That the Payments list, totalling £407,560.62 for the period 1 November – 31 December 2021, is approved
- b) That with regard to Citizens Advice Central Dorset
 - i) An £8,000 grant, CPI linked, is awarded each year for 3 years from 1 April 2022
 - ii) That they are encouraged to develop their outreach service on Poundbury
- c) That the Medium Term Financial Strategy and Revenue Budget 2022/23 are adopted as at Appendices 1-3, to include: -
 - A Council Tax Band D charge of £202.17, an increase of £3.96 (2%)
 - A precept of £1,581,669, an increase of 4.3%
 - A continued higher contribution to the Municipal Buildings Reserve (£195,000)
- d) That the Council Meetings calendar for 2022-23 at Appendix 4 is adopted
- e) That the minutes of the meeting of the Policy Committee held on 17 January 2022 be adopted.

Mayor

Council rose at 7.18pm.

APPENDIX 1

REVENUE BUDGET	2020/21	2021/22	2022/23
	Actual	Budget	Budget
	£	£	£
Parks & Open Spaces	526,523	546,126	569,660
Allotments	2,150	3,177	131
Municipal Buildings	325,772	308,839	408,645
Cemeteries	38,208	66,536	59,615
Cultural & Twinning Activities	38,751	84,565	70,760
Corporate & Democratic Manage.	208,165	231,279	247,939
Other Services	314,358	275,741	224,919
Operational Budget	1,453,927	1,516,263	1,581,670
Precept	1,503,515	1,516,277	1,581,669
Transfer to General Reserves	49,588	14	-0
 Subjective Analysis of Revenue			
Employees	809,382	731,832	816,210
External Payments	548,844	505,560	488,412
Transfers to Earmarked Reserves	216,400	362,100	370,600
Capital Financing Costs	41,188	39,100	27,578
Income	-161,886	-122,330	-121,130
Transfer from Earmarked Reserves	0	0	0
Operational Budget	1,453,927	1,516,262	1,581,670
 General Reserve			
Opening Balance at 1 April	128,408	128,408	100,000
Transfer from Ops Budget	21,180	14	-0
To Corporate Projects Reserve	0	14	-0
Closing Balance at 31 March	149,588	128,408	100,000
 Earmarked Reserves			
Opening Balance at 1 April	1,637,632	1,679,866	1,583,369
Transfer from Revenue	479,987	276,900	871,500
Other Income & Transfers	106,049	0	0
Expenditure from Reserves	324,216	663,100	816,044
Closing Balance 31 March	1,899,451	1,293,666	1,638,825
 All Reserves held at year end	 2,049,039	 1,422,074	 1,738,825
Tax Base	7,646	7,650	7,823
Band D Charge	196.64	198.21	202.17
O/s PWLB Debt at 31 March	128,000	94,000	70,000

APPENDIX 2

Medium Term Financial Strategy	21/22	22/23	23/24	24/25	Yoy %
Revenue Budget	£000	£000	£000	£000	Change
Employees	732	816	833	849	2.00
External Payments	506	488	483	493	2.00
Transfers to Earmarked Reserves	362	371	127	130	2.00
Capital Financing Costs	39	28	74	73	-
Income	-122	-121	-120	-122	2.00
New/Transferred Services	0	0	216	223	
Operational Budget	1,516	1,582	1,613	1,646	
Precept	1,516	1,582	1,613	1,646	
Transfer to General Reserves	0	-0	-0	-0	
General Reserve					
Opening Balance at 1 April	128	149	100	100	
Transfer from/to Operational Budget	21	-49	-0	-0	
Transfer to Corporate Projects Reserve	0	0	-0	-0	
Closing Balance at 31 March	149	100	100	100	
Earmarked Reserves					
Opening Balance at 1 April	1,680	1,583	1,639	1,061	
Transfers/Payments in to Reserves	586	872	122	129	
Payments/Transfers out from Reserves	324	816	700	400	
Closing Balance 31 March	1,942	1,639	1,061	790	
All Reserves held at year end	2,091	1,739	1,161	891	
Corporate Project Unallocated at Year End	726	726	726	726	
Outstanding Debt at Year End	£k	94	570	506	442
Council Tax	£k	198	202	206	210
Tax Base		7,650	7,823	7,823	7,823

Notes

1. Inflation at 2.00%, Debt repayment based on new Municipal Buildings debt
2. Precept assumes Council Tax rises @ 2.00% from 2022/23, no Tax Base growth
3. Best estimate of new or transferred services, driven by cuts in other tiers
4. New Debt from 2023/24 is offset by reduction in Mun. Bldgs Reserve contribution
5. Corporate Projects Reserve to be allocated as part of next Corporate Plan
6. Earmarked Reserves expenditure reflects best available knowledge
7. General Reserve reduced due to other mitigation measures in place

APPENDIX 3

RESERVES	Cttee	Balance	Paid In	Spend	Balance	Paid In	Spend	Balance	Reason for holding Reserve
		Mar 21	21/22	21/22	Mar 22	22/23	22/23	Mar 23	
		£	£	£	£	£	£	£	
Earmarked Reserves									
Infrastructure & Equipment									
Cemeteries	Man	48,361	15,800	225	63,936	6,100	30,000	40,036	Buildings/infrastructure refurb.
Municipal Buildings	Man	559,829	477,588	1,032,000	5,417	770,600	428,000	348,017	Reroofing, Lift, Heating, etc
Borough Gardens	Man	57,393	5,600	15,620	47,373	5,300	0	52,673	Buildings/infrastructure refurb.
Play Equipment	Man	37,974	0	0	37,974	10,000	25,000	22,974	Equipment replacement
Public Realm	Pol	342,058	53,600	900	394,758	54,700	278,000	171,458	Infrastructure refurb
Vehicles & Equipment	Man	71,592	19,500	21,535	69,557	19,900	20,000	69,457	Fleet & equipment replacement
Dorchester West Rail. St'n	Pol	10,000	0	10,000	0	0	0	0	Williams Ave Access Ramp
Cultural									
Arts, Culture & Sport	Man	18,127	8,720	16,847	10,000	0	5,000	5,000	Cricket Club, RHSS Fund, Mayors Fund
Christmas Lights	Man	13,897	0	13,897	0	4,900	0	4,900	Replace lights
Miscellaneous Reserves									
New Corporate Projects	Pol	584,802	141,404	0	726,206	0	0	726,206	Own or partner capital projects
Apprenticeship Reserve	Pol	19,815	0	0	19,815	0	0	19,815	
Planning Advice Reserve	Pol	28,040	0	3,000	25,040	0	10,000	15,040	Local Plan & other advice
Climate Emergency Reserve	Pol	88,427	0	0	88,427	0	20,000	68,427	Own or partner Climate projects
Development Reserve	Pol		90,000	14,701	75,299	0	0	75,299	Development Assistant
Community Infrastructure Levy	Pol	0	146,666	146,190	476	0	0	476	Recreation infrastructure
Treasury	Pol	5,000	0	0	5,000	0	0	5,000	To offset losses on asset sale
Graves In Perpetuity	Man	14,135	0	44	14,091	0	44	14,047	Maint. and flowers on 6 graves
Total Earmarked Reserves		1,899,450	958,878	1,274,959	1,583,369	871,500	816,044	1,638,825	
General Reserve	Pol	149,588	14	49,602	100,000	0	0	100,000	General Emergency Fund
Total Reserves		2,049,038	958,892	1,324,561	1,683,369	871,500	816,044	1,738,825	

CALENDAR OF MEETINGS 2022-23

APPENDIX 4

	2022								2023				
	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL	23 MM 24 (Tu)		25		26		28		30		27		22 MM 23 (Tu)
POLICY	16		18		19		21		23		20 MS@ 1830		15
MANAGEMENT	9		11		12		14		16		13		8
PLANNING AND ENVIRONMENT	3 (Tu)	6	4	1	5	3	7	5	9	6	6	3	2 (Tu)
MARKETS JOINT PANEL		23							25 PM @ DC				
HERITAGE JOINT COMMITTEE			26 (Tu)			18 (Tu)			17 (Tu)			18 (Tu)	
SITE VISITS		7 @ 9.30AM		9 @ 9.30AM								11 @ 9.30AM	
CIVIC EVENTS		Hardy Sat 4					Remem Sun 13					17 ATM	
BANK HOLIDAYS	2	2,3		29				26,27	2			7,10	1,29

MM Mayor Making ATM Annual Town Meeting MS Mayoral Selection Committee

Meetings will ordinarily take place at 19.00 in the Council Chamber, Municipal Buildings.

Dorchester Town Council

Minutes of the Planning and Environment Committee

7 February 2022

Present: The Mayor, Councillor G. Jones and Councillors R Biggs, A. Canning, L. Fry, T. Harries, S. Hosford, E.S. Jones, F. Kent- Ledger, R. Major, R. Potter (Chairman) and M.E. Rennie and R. Ricardo.

Apologies: Councillors J. Hewitt and D. Leaper.

Also in attendance: Councillors S. Biles, C. Chisholm and F Hogwood.

57. **Declarations of Interest**

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

58. **Minutes**

The minutes of the meeting of the Committee held on 6 December 2021 (and adopted by Council on 24 January 2022) and the comments submitted to the Dorset Council in regards to the planning applications considered on 4 January 2022 (via email) were confirmed and approved to be signed by the Chairman.

59. **Local Plan and Masterplan for Dorchester Town Centre Update**

The Committee noted the Town Centre Masterplan Update from the Town Clerk.

The Committee were concerned that a broader cross section of community groups should be consulted on the Dorchester Town Council Draft Vision for Dorchester document.

It was agreed that the Town Clerk should endeavour to arrange further consultation meetings.

The Committee considered a request to sign the Dorset Climate Action Network's open letter asking the Dorset Council to rethink their proposed local plan.

A member of the Dorset Climate Action Network (CAN) was present at the meeting and was able to answer the Committee's questions.

The Committee requested clarification that the DOR13 area was considered an environmentally sensitive area as described in the letter,

the Committee was informed that it was and that it was also considered as locally valued greenfield land by the group.

The Committee agreed to sign the letter.

The Committee considered the open letter published by the Leader of the Dorset Council, Spencer Flower.

The Committee welcomed the request made in Councillor Flower's letter that more time be spent gathering evidence on which to base a future Local Plan, but considered it premature to make statements about a preferred way forward about policies that might emerge once that evidence has been considered.

The Committee requested confirmation that it would be correct, therefore in assuming that the existing local plan policies would remain in force until such time that a new local plan be implemented.

The Committee heard that Hyas Associates had been appointed by the Dorset Council to work on the North Dorchester Garden Community project.

The Committee were informed that Hyas Associates had requested an opportunity to meet with Dorchester Town Council to introduce themselves, provide an overview of their work and role, as agreed with the Dorset Council, and to explain how they plan to engage with Dorchester Town Council going forward. They also asked for a representative from Dorchester Town Council to be appointed to the North Dorchester Garden Community Board. The Committee noted that both Charminster and Stinsford Parish Councils had received similar requests.

The Committee agreed to accept the invitation for Hyas Associates to present to Dorchester Town Council and to endeavour to work with Stinsford and Charminster Parish Councils.

The Committee felt that it would be premature to appoint a representative to join the North Dorchester Garden Community Board.

Resolved

- i) That the Town Clerk should endeavour to arrange consultations on the Dorchester Town Council Draft Vision for Dorchester document with additional community groups.
- ii) That the Council adds its name to those supporting the letter from Dorset CAN, sent recently to Dorset Council.

- iii) That the Council welcomes the request made in Councillor Flower's letter that more time be spent gathering evidence on which to base a future Local Plan, but considers it premature to make statements about a preferred way forward about policies that might emerge once that evidence has been considered. That confirmation is sought that it would be correct therefore, in assuming that the existing local plan policies would remain in force until such time that a new local plan be implemented.
- iv) That the Council accept the invitation for Hyas Associates to present to the Council. Following that the Council will endeavour to work with Stinsford and Charminster Parish Councils. The Clerk will look for an opportunity to engage with Hyas Associates.

60. **Bus Back Better Consultation**

The Committee noted the Bus Back Better consultation and agreed to delegate a response to the survey to the Chairman of the Committee.

61. **Request for Parking Restrictions**

The Committee considered a request for double yellow lines in Beech Court.

Resolved

That the Dorset Council be requested to action the requests from the residents of Beech Court for double yellow lines.

62. **Planning Applications for Comment**

The Committee considered the planning applications referred to the Council for comment by Dorset Council (Appendix 1).

63. **Minute Update Report**

The Committee noted the Minute Update Report.

64. **Planning Issues to Note**

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 7 February 2022

Planning Applications for Comment

East Ward (Councillors T. Harries, S. Jones, F. Kent-Ledger and R. Major)

E1. P/HOU/2021/05743 5 Caernarvon Close Dorchester DT1 2EH

Erect single storey side and front extension with air conditioning unit over and two storey side extension.

No objection.

E2. P/HOU/2022/00183 36 Culliford Road North Dorchester DT1 1QG

Amend hipped end to a gable end. Install 2no new roof windows.

No objection.

North Ward (Councillor A. Canning)

N1. P/FUL/2021/05705 & 05706 (LBC) Dorchester Town Hall High East Street Dorchester DT1 1HF

Installation of solar panels.

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

N2. P/FUL/2022/00118 20-20A South Street Dorchester DT1 1BS

Installation of 1no. external AC condensing unit to rear elevation.

No objection.

N3. P/VOC/2022/00367 37 - 38 High West Street Dorchester DT1 1UP

Demolition of existing buildings and erect 6.no dwellings (with variation of condition 2 of planning permission WD/D/19/002470 to amend approved plans).

The Committee considered the new application and would like to reiterate the comments submitted in response to the previous application WD/D/19/002470 as the Committee felt that the comment remained as relevant.

No objection in principle. The Planning and Environment Committee requested that the applicants bear in mind the efforts of the Dorset Council and Dorchester Town Council to use renewable energies where possible and hoped that renewable energies would be incorporated in to the design in this time of climate emergency.

N4. P/FUL/2022/00337 1 Colliton Street Dorchester DT1 1XH

Change of use from business use to residential dwelling (use class C3).

No objection.

N5. P/FUL/2022/00390 Flat 7 Palace Court Durngate Street Dorchester DT1 1EU

Replacement windows to front and rear elevations of first floor flat.

No objection.

N6. P/FUL/2022/00533 Grove Corner The Grove Dorchester DT1 1XL

Continue to use as a ground floor residential flat (Class C3).

No objection.

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

W1. P/FUL/2021/05664 38 Great Western Road Dorchester DT1 1UF

Change of use and conversion of existing 2 no. flats to 1 dwelling.

No objection in principle. The Committee had concerns about the safety of neighbouring premises in its neglected state and were concerned that it might be an environmental hazard to the new occupants.

- W2. P/HOU/2022/00155 13 Vespasian Way Dorchester DT1 2RD**
Erection of single storey rear extension. Erection of two-storey side extension. Demolition of existing rear extensions.
No objection.
- W3. P/HOU/2022/00261 60 Garfield Avenue Dorchester DT1 2EZ**
Erect single storey side extension.
No objection.
- W4. P/HOU/2022/00391 44 Coburg Road Dorchester DT1 2HR**
Replace a single storey rear lean to and Conservatory with a single storey flat roof extension.
No objection.
- W5. P/VOC/2022/00045 Dorset County Hospital Williams Avenue Dorchester DT1 2JY**
Erection of multi storey car park & improvements to internal site roads & temporary change of use of former school field to car parking (with variation of condition 8 of planning permission WD/D/19/002627 to allow construction activity to continue during the hours 1900 and 0100 Monday evening to Saturday morning for the period 07/02/2022 to 07/03/2022).
No objection. The Committee were sympathetic to the neighbours for the disruption that they would experience but understood that it was necessary to complete the works.
South Ward (Councillors G. Jones, R. Potter and M. Rennie)
- S1. P/HOU/2021/05665 35 Herringston Road Dorchester DT1 2BT**
Erect part first floor extension. Erect single storey rear extension.
No objection.
- S2. P/HOU/2021/05731 4 Alfred Road Dorchester DT1 2DW**
Erect 1st floor extension over ground floor footprint and form single storey lean-to side infill extension.
No objection.
- S3. P/HOU/2022/00019 7A Barnes Way Dorchester DT1 2DZ**
Erect single storey side extension. Form large open porch to front.
No objection.
- S4. P/HOU/2022/00133 3 Kingsbere Crescent Dorchester DT1 2DY**
Erect Porch extension to front. Demolish existing conservatory and extend lean-to rear extension.
No objection.
- S5. P/HOU/2022/00117 116 Monmouth Road Dorchester DT1 2DQ**
Erect single storey extension. Re-model main roof and add rear dormer to roof.
No objection.
- S6. P/HOU/2022/00467 66 Weatherbury Way Dorchester DT1 2EG**
Erect single storey front extension to form porch and extended office. Erect single storey rear extension. Increase off street parking.
No objection.

S7. P/HOU/2022/00600 69 Mellstock Avenue Dorchester DT1 2BH

Erect two-storey dual pitched extension (demolish existing) Erect single-storey, rear flat roof extension. Erect entrance porch (demolish existing).

No objection.

Poundbury Ward (Councillors R. Biggs, S. Hosford and D. Leaper)

No applications received.

The following applications are not a planning applications but requests for a legal determination of the Dorset Council as to whether or not Prior Approval is required for the proposal.

P/PARO/2022/00132 7 Hardye Arcade South Street Dorchester DT1 1BZ

Change of use from Retail to Business/Offices to run a Taxi Company.

No comment.

P/CLP/2022/00140 13 Clarence Road Dorchester DT1 2EU

Certificate of lawfulness for conversion of existing garage into bedroom.

No comment.

P/CLP/2022/00308 Flat 1 13A High East Street Dorchester DT1 1HH

Certificate of lawfulness for a change of use from welling house (Class C3) to houses in multiple occupation (Class C4).

Objection. The Committee considered that ten dwellings would be overdevelopment of the site. The Committee had concerns about the fire safety and requested extra fire precaution measures. The Committee were concerned about the lacking refuse collection area and that some of the plans would need adjusting in order to conform with Building Regulations.

P/CLP/2022/00309 Flat 2 13A High East Street Dorchester DT1 1HH

Certificate of lawfulness for a change of use from welling house (Class C3) to houses in multiple occupation (Class C4).

Dorchester Town Council
Minutes of the Planning and Environment Committee

7 March 2022

Present: The Mayor, Councillor G. Jones and Councillors R Biggs, A. Canning, L. Fry, J. Hewitt, S. Hosford, E.S. Jones, F. Kent- Ledger, D. Leaper, R. Potter (Chairman) and M.E. Rennie and R. Ricardo.

Apologies: Councillors T. Harries and R. Major

In attendance: Councillors S. Biles and F Hogwood.

65. Declarations of Interest

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

66. Minutes

The minutes of the meeting of the Committee held on 7 February were confirmed and approved to be signed by the Chairman.

67. Dorset County Hospital Presentation

The Committee received a presentation from Dorset County Hospital NHS Foundation Trust's Ben Print, Programme Manager – Strategic Estates and Andy Morris, Project Director about the future plans for the Dorset County Hospital. The Committee heard that the Multi Storey Car Park was on track to be completed by Summer 2022 and that plans were being drawn for a new Accident and Emergency Department which would include a new rooftop helipad.

The Committee heard that other plans included a new main entrance for the site, new keyworker housing, a new Hospital Support Centre and a new integrated care hub.

The Committee were informed that the existing preschool would remain on the former Damers First School site.

The Committee commended the forward vision and the proposed key worker housing and requested that residents living close to the hospital be kept updated on the proposed works and the works programme.

68. Local Plan and Masterplan for Dorchester Town Centre Update

The Committee noted that meetings to discuss the vision for Dorchester were in the process of being arranged with Dorchester Youth Centre, The Thomas Hardy School and Dorchester Access Group.

The Committee heard that Jo Witherden, the Chairman of the Committee and the Deputy Town Clerk had met with a Planning Policy Officer from the Dorset Council.

69. **Climate Action Task and Finish Group Meeting Minutes**

The Committee noted that Climate Task and Finish Group Meeting Minutes. A Task and Finish Group member informed the Committee that the Climate Action Earth Day would be held at the Great Field on Saturday, 23 April 2022 and encouraged all members to attend.

70. **Planning Applications for Comment**

The Committee considered the planning applications referred to the Council for comment by Dorset Council (Appendix 1).

71. **Minute Update Report**

The Committee noted the Minute Update Report and agreed that a representative should attend the Dorset Council Northern Area Planning Committee meeting to put forward the Town Council's objections to Application P/FUL/2021/01864 Vespasian House Barrack Road Dorchester DT1 1TF.

Resolved

That the Chairman should request to attend the Dorset Council Northern Area Planning Committee meeting to be held on 15 March 2022 to put forward the Town Council's objections on Application P/FUL/2021/01864 Vespasian House Barrack Road Dorchester DT1 1TF.

72. **Planning Issues to Note**

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 7 March 2022

Agenda Item 6.

Planning Applications for Comment

East Ward (Councillors T. Harries, S. Jones, F. Kent-Ledger and R. Major)

- E1.** [P/HOU/2022/00397 2 Friars Close Dorchester DT1 2AD](#)
Erect extension, alterations and install dormer windows.
No objection.

North Ward (Councillor A. Canning)

- N1.** [P/FUL/2022/00558 7 Hardy Arcade South Street Dorchester DT1 1BZ](#)
[Change of use from retail to a taxi office.](#)
No objection.

- N2.** [P/FUL/2021/04018 Former Storage land and building between 20A-21 Glyde Path Road Dorchester](#)
Erect rear extension, install conservation rooflights, French doors and reinstate sash window (amendments to Planning Permission WD/D/2018/001177).
No objection.

- N3.** [P/FUL/2022/00645 18 Cornwall Road Dorchester Dorset DT1 1RU](#)
Erect first floor rear extension, remove existing conservatory.
No objection.

- N4.** [P/HOU/2022/01152 2 St Thomas Road Dorchester DT1 2PA](#)
Rear single storey flat roof extension.
No objection.

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

- W1.** [P/HOU/2022/00668 25 James Road Dorchester DT1 2HB](#)
Erect single story front extension to provide porch and enlarged front room.
No objection.

- W2.** [P/HOU/2022/00709 174 Coburg Road Dorchester DT1 2HX](#)
Erect Single Storey Rear Extension.
No objection.

- W3.** [P/FUL/2022/00819 18 Coburg Road Dorchester Dorset DT1 2HW](#)
Demolish existing dwelling and erect replacement 1 No. 2 and a half storey dwelling. Create new vehicular and pedestrian access and 2 No. parking spaces.
Objection.
The committee expressed concern that allowing the proposed development to be built directly onto the boundary with the adjoining footpath leading between Edward Road and Coburg Road would compromise the safety of people using the said footpath, especially as the footpath is unlit along its length.

- W4.** [P/HOU/2022/01240 43 James Road Dorchester Dorset DT1 2HB](#)
Erect single-storey extension.
No objection.

South Ward (Councillors G. Jones, R. Potter and M. Rennie)

- S1.** [P/HOU/2022/00855 23 Alfred Road Dorchester Dorset DT1 2DW](#)
Erect flat roof extension. Convert part of existing garage to form utility & wc (demolish existing conservatory).
No objection.
- S2.** [P/VOC/2022/01149 1 Manor Road Dorchester Dorset DT1 2AU](#)
Erect single storey garage to front garden (with variation of condition 2 of planning permission P/HOU/2021/02430 to amend approved plans).
No objection.
- Poundbury Ward (Councillors R. Biggs, S. Hosford and D. Leaper)**
- P1.** [P/HOU/2022/00955 15 Pavilion Green East Poundbury Dorchester](#)
Single storey flat roof rear/side extension forming garden room.
No objection.
- P2.** [P/HOU/2022/01085 4 Middle Farm Cottages Bridport Road Poundbury Dorchester DT1 3RS](#)
Single storey rear, lean-to extension, two storey side extension. New main entrance porch and detached two Bay Garage.
No objection.
- For information
- FI1.** [P/NMA/2022/00998 Flax Factory St Georges Road Dorchester Dorset DT1 1PE](#)
Non-material amendment to Planning Permission No. WD/D/20/003009 for a revised site layout to include a pathway linking the rear gardens to Fenway Close.

Dorchester Town Council

Management Committee

14 March 2022

Present: A. Canning, F. Kent-Ledger (Chairman), D. Leaper, A. Lyall, R. Major, R. Potter and R. Ricardo.

Apologies: The Mayor (Councillor G. Jones) and Councillors S. Biles, L. Fry, S. Jones, M. Rennie and D. Taylor.

In Attendance: Councillors R. Biggs and J. Hewitt.

L. Low and F. McLaren – Friends of the Borough Gardens.

50. Minutes

The Minutes of the Meeting of the Committee held on 10 January 2022, adopted by Council on 24 January 2022, were taken as read and were confirmed and signed by the Chairman as a correct record.

51. Management Arrangements

The Committee considered a report from the Outdoor Services Manager updating it on the work undertaken and the achievements made by the Outdoor Services Team since the last meeting of the Committee.

The Outdoor Services Manager reported that he would be preparing a further grant bid for trees to the Forestry Commission and that he would bring a report on this to the next meeting of the Committee.

It was noted that the West Walks gate into the Borough Gardens would be available again shortly and that the outdoor gym equipment at the Gardens had been removed with the spare parts to be used for the Great Field equipment.

The Outdoor Services Manager confirmed that he would investigate repairs to the boules pitch at Holmead Walk.

Resolved

That the Outdoor Services Team update be noted.

52. Handwashing Facilities – Borough Gardens

Members had before them a report by the Outdoor Services Manager on the in wall hand washing / drying units provided at the Borough Gardens toilets. Two out of a total of seven units were no longer going to be supported by the manufacturer. The Committee considered whether, when these units failed, it wished to replace them with the new version of the in wall units or replace them with traditional sinks and hand dryers.

Resolved

That the in wall service contract be ceased and the units be replaced with traditional sinks and hand dryers as and when the in wall units begin to fail.

53. **Friends of the Borough Gardens**

The Committee welcomed L. Low and F. McLaren, Friends of the Borough Gardens to the meeting. The Friends reported on the history, activities and events of the Friends Group from when it formed in March 1996 to date. Members were also informed of all of those items that the Group had contributed to financially such as the Rose Garden and notice boards. It was noted that there was approximately 75 members of the Group.

Members wished to thank the Friends for all that it did to support the Borough Gardens.

Resolved

That the report from the Friends of the Borough Garden be received.

54. **The Queen's Platinum Jubilee 2022**

The Committee considered the notes of the meetings of the Jubilee task and finish group held on 12 January 2022 and 16 February 2022. Members supported the events proposed by the task and finish group.

Discussion would need to take place with the Thomas Hardy Society in respect of wreath laying should the timings of the Party at the Palace concert clash with that event.

Resolved

That the notes of the Jubilee task and finish group held on 12 January 2022 and 16 February 2022 (as set out in the Appendix to these Minutes) be agreed.

55. **Highlighting the Issue of dog Mess in Public Spaces**

The Committee had been circulated with a report by the Deputy Town Clerk on an idea to highlight the ongoing issue of dog fouling in public spaces. Members felt that they did not wish to pursue this initiative at the present time but instead concentrate on education and signage. In respect of the Great Field this would be addressed when the Management Plan was produced.

Resolved

That the highlighting of dog mess initiative not be pursued at the present time.

56. **Dressing Dorchester**

Members considered a report by the Tourism Development Officer setting out a proposal to install nine sunflower flags on the Cornhill catenaries to help create a cheery welcome to the town. The total cost of the project was estimated at £2,480.

Resolved

That the proposal be supported and implemented for the 2022 summer season.

57. **Dorchester Family Support – Grant Feedback**

The Committee received feedback in respect of the grant awarded to Dorchester Family Support. A 197 families had been supported with a hamper of Christmas items at a total cost of £9,652.

Resolved

That the feedback be received.

58. **Grant Applications**

The Committee considered various requests for financial assistance.

Resolved

- (1) That the grant application from Junior Parkrun in the sum of £500, be agreed subject to confirmation that the grant will be used as a part of the Parkrun registration. Chairman and Vice-Chairman to give final agreement.
- (2) That the grant application from United Church in the sum of £500, be agreed.
- (3) That the grant application from 1610, in the sum of £400, be agreed. It was reported that Dorset County Hospital may match fund.

(Councillor R. Biggs declared an interest in (3) above as a Dorset Council Stakeholder Group member of 1610).

(Councillor J. Hewitt declared a pecuniary interest in (3) above and left the meeting during consideration of the matter).

59. **Cemetery Matters**

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

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

Resolved

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

(b) **Headstones and Inscriptions**

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

Resolved

That the action of the Town Clerk in approving designs numbered 5254 to 5268 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

60. **Municipal Buildings Monitoring Reports**

The Committee received the Municipal Buildings monitoring report which included a report by the Deputy Town Clerk on the activity of the Town Hall Keepers over the

past two months together with an update on the extension and installation of a biomass boiler.

It was noted that the lease with Dorchester Arts had now been completed and the regular monitoring report would therefore cease.

The Chairman reported that there would be a monitoring group established and Members should give some thought as to whether they wished to nominate themselves to sit on that group. The appointments to be filled with the other outside bodies during the May Committee cycle.

It was felt that, once the building works were completed, consideration be given to refurbishing the Council Chamber.

Resolved

That the Buildings Monitoring Reports be noted.

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

Resolved

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

62. **John's Pond**

Members considered a report by the Deputy Town Clerk with regard to a lease for John's Pond.

Resolved

That the present situation be noted.

63. **The Great Field**

The Committee considered a report by the Deputy Town Clerk on the proposed Heads of Terms for the lease of the Great Field to the Town Council.

It was noted that the Outdoor Services Manager would be producing a Management Plan for the area in due course, this would cover such things as signage, education, trails and general management. The draft plan to be presented to a future meeting of the Committee.

Recommended

That, subject to final approval of the lease from the Chairman and Vice Chairman of the Committee and Councillor D. Leaper, the Council enter into a lease for the Great Field to be prepared on the basis of the Heads of Terms and accompanying documents submitted.

Chairman

DORCHESTER TOWN COUNCIL

NOTES OF THE QUEEN'S PLATINUM JUBILEE TASK AND FINISH GROUP

12 JANUARY 2022

Present: Councillors J. Hewitt, F. Kent-Ledger, R. Major, T. Lyall, M. Rennie and D. Taylor.

Officers: S. Newman, Deputy Town Clerk.

1. Background

The Group had been tasked to finalise the arrangements for the Queen's Platinum Jubilee over the June 2022 bank holiday.

2. Thursday 2 June 2022 – Beacon Lighting

Members noted that there was to be a national beacon lighting at 7.00pm on Thursday 2 June 2022. The group felt that an event should be built around the beacon lighting with the lighting of the beacon itself marking the end of the event.

It was noted that access to the area was restricted and there was no event infrastructure in place.

The following ideas were put forward in respect of the event which would be held at Salisbury Fields:-

- The event to be held from 3.00pm and finish with the lighting of the beacon at 7.00pm.
- The bulk of the event should be aimed at children and families, bouncy castle, jugglers, magician, punch and Judy, art workshops, children's procession etc.
- Have a theme of red, white and blue plus regal.
- Contact DASP and the music service in respect of the involvement of local schools.
- Contact local Beavers and Rainbows and the Youth Club.
- Rotary and Lions Clubs might be able to help with stewarding.
- Include the provision of refreshments but not alcohol.
- Hire in some portable toilets.
- Let Poundbury representatives know about the event to avoid clashes.
- Let residents around Salisbury Fields know about the event.
- Provide some flags and bunting.
- Provide some appropriate road signage for All Saints Road and Salisbury Street.
- Publicity to encourage parking in public car parks and DC to be contacted to see if there could be free parking on the day.

3. Saturday 4 June 2022 – Party at the Palace Concert

The group felt that this event should be held at the Borough Gardens and based around the 'Platinum Party at the Palace' concert to be broadcast on the evening of Saturday 4 June. The timings of the concert had not been released but it was anticipated to be between 7.00pm and 10.00pm.

The following matters were put forward for the event:-

- The provision of a large HD outdoor screen (16 square meter screen has been booked)
- The provision of a suitable PA system (PA system booked)
- Additional lighting for the Gardens, especially around the exits and pathways.
- Additional toilets to be hired.
- Provide some additional refreshment facilities.
- Provide a bar.
- An 'MC' would be required on the day.

4. Anything Else

The Group was informed that the THS was proposing to hold its annual Wreath laying event at 5.00pm on Saturday 4 June. Those Members present felt that so long as the concert timings did not interfere there was no reason why the Council could not attend as usual.

5. Next Meeting

The next meeting would be held via zoom on Wednesday 16 February 2022 at 4.00pm.

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL

NOTES OF THE QUEEN'S PLATINUM JUBILEE TASK AND FINISH GROUP

16 FEBRUARY 2022

Present: Councillors J. Hewitt, F. Kent-Ledger and M. Rennie.
Apologies: Councillor D. Taylor.
Officers: S. Newman, Deputy Town Clerk and N. Hayes, Financial Controller.

1. Notes of Last Meeting

The notes of the last meeting of the Group held on 12 January 2022 were agreed.

2. Thursday 2 June 2022 – Beacon Lighting

It was reported that since the last meeting of the Group the Queen's Pageant Master had announced that the national beacon lighting time would be 9.45pm.

Members felt that due to the lateness of the beacon lighting it would not be possible to hold a children's event at Salisbury Fields which ran into the beacon lighting.

The Group felt that the two events should be split and given that the children's event no longer ran into the beacon lighting this event could be held at a different location. **It was agreed that the children's event (love parks style) be held in the Borough Gardens between 11.00am and 4.00pm.** The event to be children and family focussed but also aim to have something for every generation.

In respect of the beacon lighting it was felt that this could be a fairly short event and include as many choirs as possible singing the new jubilee anthem rise up and serve. The lighting could also include a piper and the specially written town cry. **The event should start at 9.00pm and end with the lighting of the beacon by the Mayor (in robes) at 9.45pm.**

3. Saturday 4 June 2022 – Party at the Palace Concert

It was noted that the timings for the 'Platinum Party at the Palace' concert to be broadcast on the evening of Saturday 4 June had still not yet been released.

To make use of the screen in the afternoon it was hoped to source some historical digital archive and / or documentary footage about the Queen locally. Contact had been made with the History Centre and Dorset Museum on this matter.

The following update was given:-

- The provision of a large HD outdoor screen (16 square meter screen has been booked)
- The provision of a suitable PA system (PA system booked)

- Additional lighting for the Gardens, especially around the exits and pathways (booked).
- Additional toilets to be hired (6 x booked)
- Provide some additional refreshment facilities (booked)
- Provide a bar (booked).
- An 'MC' would be required on the day – still to be identified
- First Aid (booked)
- Security (booked)
- Extra waste bins (booked)

It was noted that this event had potential to be a long day for officers and Councillors, particularly with Thomas Hardy Wreathlaying also being held late afternoon. Some refreshments (fish and chips) should be provided for those working through the day.

It was felt that some gazebos should be provided for the day and that if necessary two or three new gazebos should be purchased.

4. Events Elsewhere in the Town

The Deputy Town Clerk reported on a meeting he attended at the Duchy offices regarding events being held in Poundbury. He also confirmed that he was keeping a list of events being held around the town.

5. Memorabilia

It was agreed that keepsake memorabilia should not be purchased.

6. Anything Else

Members were informed that the Durnovaria Silver Band had expressed a wish to be a part of the celebrations and **it was agreed that the band should be invited to be a part of all of the celebrations.**

It was suggested that the BID might wish to dress to the town with union flags and have a royal themed super sleuth competition.

Steve Newman
Deputy Town Clerk

Dorchester Town Council

Policy Committee

21 March 2022

Present: Councillors B. Armstrong-Marshall, A. Chisholm, T. Harries, J. Hewitt and S. Hosford (Chair).

Apologies: Councillors R. Biggs, F. Hogwood and G. Jones.

Attending: Councillors S. Jones and F. Kent-Ledger.

21. Minutes and Declarations of Interest

The Minutes of the meetings of 13 December 2021 and 17 January 2022, adopted by Council on 24 January 2022, were taken as read and signed by the Chair as a correct record.

22. Financial Update at 28 February 2022

The Committee received the Financial Controller's report on the month 11 financial position, noting actual spending £36,000 below the budget profile. The Clerk explained the use of a Treasury Reserve to reinstate investments to their original value, should it be necessary, when assets in the Payden Global Fund are sold.

The Committee considered the second internal audit report for the year, as well as an update on the national pay agreement and a request in relation to officer bank authorisations.

Resolved

- a) That all surplus funds above the £100,000 General Reserve target at 31 March 2022 are transferred to the Municipal Buildings Reserve
- b) That the Payments list, totalling £506,311.26, is approved
- c) That the 2nd Internal Audit report and officer response is noted
- d) That Emma Scott is temporarily added to the list of officers with authority to make payments using the Lloyds Bank software system

23. Corporate Plan Update at 28 February 2022

The Committee considered an update report of the Town Clerk regarding project milestones in the Corporate Plan.

Members gave consideration to delays on the Tennis Courts site housing scheme, a potential housing site adjacent to Council-owned land, play equipment on the Great Field, the Lubbecke Way allotment site, the relationship between the Council's website and the new Tourism website, the Cornhill public realm project and progress on the development of a masterplan for the town centre.

Resolved

That the Corporate Plan Update be noted

24. Municipal Buildings Works and the relationship with Dorchester Arts

The Clerk presented a detailed report on the works at the Municipal Buildings and the lease of the building to Dorchester Arts.

The Committee were advised that works were now due for completion in June 2022, that the current projected total cost was £49,000 above the approved £2.66 Million budget, that the likely level of debt required to finance the works, including the overspend, had reduced to c. £0.4 Million, that works to the front of house would not take place until summer 2024 and that the lease and partnership agreement had now been signed, bringing the work of the Municipal Buildings Task and Finish Group to a conclusion.

A Member highlighted the need to ensure a full process is put in place for appointments to the new Municipal Buildings Monitoring Group.

Recognising the positive outcomes that had thus far been delivered on a very complex scheme, the Committee expressed its appreciation of the work of all participants working on the project.

Resolved

That the report of the Town Clerk be noted.

25. Member Allowances 2022/23

The Committee considered a report of the Town Clerk regarding the work of an Independent Remuneration Panel appointed by Dorset Council to offer guidance on the level of Basic and Other Allowances received by Councillors.

Members considered the merits and weaknesses of three different options for the Basic Allowance, in particular noting the Panel's comments regarding the factors which the Panel recognised as justification for any move away from a basic allowance based solely on electorate.

The Committee also considered the work required related to the role of the Chairman of the Council and also noted the more significant workload required by the Chairman in their civic role as Mayor, for which a specific budget existed.

Recommended to Council

- i) That, having considered the report of the Independent Remuneration Panel, recognising the scale of the Council's Revenue Budget and the complexity of operations delivered by the Council, as well as the role that the Council is required to play to facilitate and support infrastructure required for the future growth of the town, the Basic Allowance be set at £1,069 for 2022/23
- ii) That no additional allowance is paid to the Chairman of Council

26. Tourism Services

The Committee received a report of the Town Clerk regarding the impact of the closure of the Dorchester TIC, alongside the implementation of core components of the Tourism Strategy during its first year.

Resolved

That a further review of the impact of the closure of the TIC takes place before the 2023 summer season, prior to which the impact of the loss of the TIC is monitored as part of the delivery of the overall Tourism Strategy.

Chairman

Dorchester Town Council

Mayoral Selection Committee

21 March 2022

Present: Councillors, T. Harries, S. Hosford, S. Jones (Chairman) and R. Potter.

Apologies: Councillor R. Biggs, A. Canning, M. Rennie and D. Taylor.

1. **Minutes**

The Minutes of the Meeting of the Committee held on 16 March 2020, adopted by Council on 23 March 2020, were taken as read and were confirmed and signed by the Chairman as a correct record.

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

Resolved

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

4. **Selection of Town Mayor – 2022-23**

The Town Clerk reported to the meeting on behalf of the Deputy Mayor.

Recommended to Council

That the Members named at the meeting be invited to prepare to fill the offices of Town Mayor and Deputy Town Mayor of Dorchester during the 2022-23 Council Year.

Chairman

DORCHESTER TOWN COUNCIL

DORCHESTER JOINT HERITAGE COMMITTEE HELD VIA ZOOM VIDEO CONFERENCING

18 JANUARY 2022

PRESENT:

Dorchester Town Council Councillors: S. Biles, A. Chisholm, F. Hogwood, G. Jones (Chair)

Officers: S. Newman, M. Manley, N. Hayes

Dorset Council

Councillors: S. Jones, R. Tarr, A. Canning

Dorchester Civic Society

I. Gosling

Dorchester Association

M. Rice

Dorchester Heritage Magazine

M. Woodgate

Dorchester Local Nature Reserve L. Poulsen

Shire Hall

T. Little

The National Trust (Max Gate) R. Raine

Thomas Hardy Society

M. Chutter

25. APOLOGIES

Apologies for absence were received from Councillor R. Major (Dorchester Town Council), Councillor L. Fry (Dorset Council), M. Gayton (Dorset History Centre), A. Worth (Keep 106) and E. Selby (Dorset Museum).

26. MINUTES

The minutes of the meeting held on 19 October 2021, a copy of which had been circulated, were confirmed and signed.

27. HERITAGE TOURISM STRATEGY

(a) Heritage Tourism Strategy - Progress

The Committee received a progress report from the Tourism Development Officer which included:

- Discover Dorchester website had been launched with the home page and What's On pages the most viewed. The app had over 3,000 downloads.
- The first Tourism Information Point (TIP) to open at Dorchester Post Office.
- Brewing celebration event to take place at end of February.
- 'Like a Local' project moving forward, all portraits now taken and exhibition going to be erected at Marks and Spencer shop front.
- Tourism signage going up at 'Better Hearing' shop window front on Trinity Street.
- Information leaflet ready for print – one final proof to be reviewed.
- Information video to be filmed during last week of January.
- The University of Southampton had not been successful in its funding application for a Dorchester based project.

The Committees views were sought on four new potential projects:

- Durnovaria student project, £1,000 required. The students would be asked to create a project that would celebrate Dorchester's Roman heritage and present it in a new and engaging way to visitors and local residents.
- A sunflower project – including a sculpture and sunflower theme across the town.
- A pedestrian crossing mural to celebrate heritage in a line painting form. Connecting the north/south sides of High West Street at the existing crossing at St Peter's Church.

- A new A35 tourism sign on Kingston Maurward College land. KMC had agreed permission for a sign on the land on the approach from the A35. Planning permission would be required. Members suggested asking other local land owners for signs at other entrances to Dorchester.

Members considered that the sunflower project was a nice idea but agreed that it did not have a connection with heritage and the Committee therefore felt that it would not wish to fund this proposal. It was noted that the Town Council might wish to take this project forward.

The Committee supported the other proposals. It was reported that the town was known by three names, Dorchester, Casterbridge and Durnovaria and it was suggested that these names should be included on the new A35 sign.

RESOLVED

- (1) That the Tourism Development Officer be authorised to further explore all projects with the exception of the sunflower project as it was not considered to be heritage related.
- (2) That, due to the urgency on the A35 sign, the funding be agreed by the Chairman and Deputy Town Clerk.

(b) Dorchester Tourism Partnership -Notes of meeting

The Committee received the notes of the meeting of the Tourism Partnership held on 11 January 2022.

RESOLVED

That the notes of the meeting of the Dorchester Tourism Partnership held on 11 January 2022 be received.

28. **MILL STREAM PATH – SECTION FROM LONDON ROAD TO MILL STREET**

The Committee received an update from the Deputy Town Clerk. Locations for four information boards been identified. Some funding towards the project was available but the deadline for expenditure was the end of March 2022. Volunteers were sought to put together some text and photographs for the boards. Tim Loasby was put forward as somebody that might be able to help. M. Chutter and M. Woodgate also volunteered to undertake this work.

RESOLVED

That the update be noted.

29. **COMMITTEE FUNDING**

The Chairman reported that the Town Council had agreed to contribute £3,000 annually to the general work of the Committee plus £8,500 annually towards the cost of the bi-annual THVF and the annual HOD event.

RESOLVED

That the regular financial contribution to the work of the Committee, by the Town Council, be welcomed.

30. **REPLACEMENT BENCH – FRONT OF DORSET MUSEUM**

A. Chisholm updated the Committee on progress with the replacement bench at the front of Dorset Museum. Funding had been identified, materials purchased and Dorchester Men’s Shed had started construction on a bench in memory of Chris and Jo Draper. The bench was expected to be in place before the end of March 2022.

Whilst discussing this matter it was reported that there was a lack of secure cycling storage at or near the front of the Museum.

31. **THOMAS HARDY VICTORIAN FAIR - 2022**

The Deputy Town Clerk advised the Committee that the THVF 2022 would be taking place on the same weekend as the Queen’s Platinum Jubilee celebrations. The Committee therefore felt that it would not be appropriate to hold the THVF this year.

The Thomas Hardy Society representative confirmed that he would update the Committee at its next meeting on the plans for the Thomas Hardy Society during that weekend.

RESOLVED

That the Thomas Hardy Victorian Fair should not take place in 2022.

32. **ROMAN MOSAIC PROJECT – THE WALKS**

Members received an update report from the Working Group established to progress this project. A meeting had very recently taken place which had consisted of a site visit around the Walks. A further meeting would take place on the 2 February 2022 together with the student group so as to tie their Roman project in with this one. The Deputy Town Clerk advised a discussion with Historic England prior to any development on the Scheduled Monument.

33. **QUESTIONS**

No questions had been received.

34. **URGENT ITEMS**

It was noted that Councillor S. Jones would be the Town Council representative on the Thomas Hardy Society.

The representative from Shire Hall Historic Courthouse Museum passed on the Museum’s thanks to M. Manley, the Tourism Development Officer for all her help and enthusiasm in including Museum in the town’s tourism projects and plans.

The Committee wished to express its concerns to the Dorchester Markets Joint Panel regarding the very poor state of the Linneys at Fairfield car park. It was felt that the market was an important part of the town’s heritage and that the Linneys should be maintained appropriately.

It was noted that the next meeting was scheduled for Tuesday 19 April 2022.

Chairman.....

DORCHESTER MARKETS INFORMAL JOINT PANEL

NOTES OF MEETING HELD ON WEDNESDAY 23 FEBRUARY 2022

Present: Cllrs Laura Miller, Stella Jones, Frances Hogwood, Janet Hewitt, Susie Hosford, Tony Lyall, Simon Gibson, Nick Ireland, Molly Rennie, Roland Tarr and John Worth

Apologies: Cllrs Jean Dunseith, Dave Bolwell and Jane Somper

Also present: Mr John George - Ensors

Officers present (for all or part of the meeting): Adrian Stuart - Clerk to Dorchester Town Council, Graham Duggan and David Northover

34. Apologies

Apologies for absence were received from Councillors Dave Bolwell, Jean Dunseith and Jane Somper – all Dorset Council.

35. Appointment of Vice-Chairman

Resolved

That Councillor Laura Miller – Dorset Council – be appointed Vice-Chairman for the meeting.

The Chairman took the opportunity to thank the previous Vice-Chairman -Councillor Jill Haynes - for her contribution to the work of the Panel in the past.

36. Minutes

The minutes of the meeting held on 30 June 2021 were confirmed.

37. Declarations of Interest

There were no declarations of interest at the meeting.

38. Public Participation

There was no request for public participation at the meeting.

39. Financial Outturn Projection 2021/22 & Proposed Budget 2022/23

The Panel welcomed John George – of Ensors - to the meeting and were informed about their plans for the Fairfield market and how improvements might be made to how it was run and managed. He provided an insight into how both Dorchester and Wimborne markets were run - including their similarities and differences.

Ensors were willing to make further investments in the market so that it built on its success but to be able to do that required some commitment from the Panel that Ensors would still remain the operators going forward.

What Mr George envisaged for how the market could operate was drawn to the attention of the Panel, with the provision of local artisan craft and produce sellers being encouraged to set up within the market itself, and in the Linneys in particular. He could see these being self-contained units, secured and fit for purpose, with a Victorian feel and look.

He considered that the indoor aspect of the market was now dated and wanted to see this opened up more – still covered, but with the sides removed. He felt this would make it more accessible and attractive.

He considered the market still had a lot to offer and hoped his vision could be taken into serious consideration by the Panel. The Panel recognised that Mr George was providing his vision for the future arrangements for the market and thanked him for this insight.

The Panel were then provided with the Management Accounts from the Market Operator with the Projected Outturn for 2021/22 - the total projected expenditure is forecast to be marginally over budget with a potential cost of £44,218 against a budget of £43,968. There was projected to be a significant deficit on the gross income budget. Current projections indicate potential income of £124,655, against a budget of £165,165. However, the latest supplementary management accounts from Ensors cautiously indicated an improved position compared to the 2020/21 outturn, which saw income severely suppressed due to Covid-19 induced restrictions.

Overall, the sum available for distribution to the Panel was forecast to be £80,437, against a net budget of £121,197, the relevant shares being split as follows: Dorset Council - £45,388 (against a budget of £66,493), Dorchester Town Council - £24,440 (against a budget of £35,804) and transfer to the Car Boot Reserve of £10,609 (against a budget of £18,900).

The Budget 2022/23 comprised a proposed expenditure budget is £44,313 with the proposed income budget is £166,379. Accordingly, the budgeted surplus for distribution was £122,066 - with Dorset Council due £67,058 and Dorchester Town Council £36,108. The budgeted top up to the Car Boot reserve would be £18,900.

Members were aware that income was significantly suppressed during the 2020/21 Financial Year as a direct result of the Covid-19 Pandemic, including associated lockdowns and restrictions. There were early indications that income levels had improved for the 2021/22 outturn, and it is hoped trading activity may return to nearer normal levels during 2022/23.

Members acknowledged the circumstances under which trading had been operating during the last years and given this accepted the figures that had been presented to them as being as reasonable as could be expected.

Resolved

That the current projected outturn position for 2021/22 be noted, and the 2022/23 budget proposals be approved.

40. Fairfield Linneys

It was explained that the Fairfield Linneys were two lengths of animal sheds, one backing onto properties in Great Western Road (North Linney), the other onto Fairfield Road (South Linney). Their appearance, dimensions and purpose were described, these having fallen into disrepair in recent years.

Members recognised that any neglect related to their condition, use and maintenance and, that given they had not been utilised to their full extent since being used to house fowls on market days some 40 to 50 years previously, this decline in their condition was understandable.

However, they had in recent years been blighted by vandalism and graffiti and as a means to deter this by improving their overall appearance and condition it was now being recommended to repaint the walls of both Linneys, at a cost of some £10,000 to make good and coat with anti-graffiti paint. Irrespective of the long-term future of the Linneys, the northern Linney walls were essential as a boundary with residential properties in Great Western Road, and it was also unlikely that the wall bounding Fairfield Road would be removed. These works had therefore been actioned to minimise the risk of a repeat damage. It was confirmed that the works could be accommodated within the Panel's maintenance budget.

Officers would also implement other remedial works aimed at limiting future damage

- Litter would be removed from the caged area of the North Linney
- Guttering will be removed from the Linneys – it served no useful purpose and was an easy target for vandalism
- Consideration was being given to extending the cage in the North Linneys to a natural break point where there was an existing breeze block wall.

When resources permitted, Officers would prepare a report for the Panel to give more detailed thought to the long-term future of the structures, which were looking increasingly worn and would inevitably continue to suffer periodic bouts of anti-social behaviour. The Chairman took the opportunity to thank officers for their quick response in dealing with the most gratuitous graffiti which had recently appeared.

The Panel considered what was being proposed to be a reasonable and practical remedy in improving the Linneys appearance and condition and hoped that they could still play some practical part in how the market was able to operate in the future - welcoming a report from officers on what options would be available in this regard.

Resolved

That c. £10,000 from the maintenance budget be authorised to make good and coat the inner walls of the Linneys with anti-graffiti paint and that the other remedial works, aimed at limiting future damage, be approved too.

41. Market Strategy

The Panel considered a report by the Town Clerk which set out a proposed strategy for the operation of markets in Dorchester, the history of the markets and how they had evolved over time, how they operated, what the practical issues were for running them and what they achieved.

The fundamentals of the market – its purpose, its heritage and its legacy – and what it had to offer to the town in terms of economic, social and civic benefits together with how it had been managed, how it was being managed and what visions there were for its future, were all considerations.

Options for how all Dorchester markets could remain vibrant and viable going forward were considered and were informed where any improvements and expansion might be able to be accommodated and how this might be done.

Given the limitations in being able to run the market as had been done prior to the pandemic, trade - in terms of sales, browsing and passing trade – had all been curtailed significantly over the recent months. Whilst this was generally understandable, every effort had continued to be made to ensure what trade possible was maintained, with social distancing rules being applied. Despite the hardships experienced, there was still enthusiasm for pitches and being part of the set up by vendors.

The Panel saw this as welcomed news and, in recognising how popular the markets all were, were pleased to see that there had been some resurgence in trade and interest now a degree of normality had returned. They acknowledged there was a loyal and dedicated patronage of the stalls and saw no reason why this shouldn't continue to thrive into the future.

They were pleased to hear about what the planned strategy; how things were being done and what might be able to be done, and how this might be achieved.

The Panel considered what options there were for the future of Dorchester markets - in terms of trading activities; locations; popularity and footfall; access; legal and contractual commitments and obligations; and cultural and social community considerations - with a presentation from the Town Clerk facilitating this discussion and the panels understanding.

Accordingly they considered the options being recommended:-

- Explore grounds for an extension of the current lease beyond April 2026
- Prepare for a new procurement of the market operation from April 2026
- Bring management of the market in house from 2026 – note that neither Council currently has the skillset or resource to manage the Fairfield market

Irrespective of which long term solution was selected, it was important that in the short term, the Panel worked with Ensors to ensure that the market was well managed and well promoted.

Ensors had been offering to invest in the site in exchange for an extension to the lease for a number of years, and had also previously sought to acquire the site. Their view was that investment in buildings infrastructure was necessary to safeguard and rebuild the market. For a number of reasons, at any time, one or other or both Councils had not supported a lease extension. The Procurement Officer at Dorset Council had confirmed that the lease itself did not make provision for an extension and that there did not appear to be grounds for an exemption to introduce an extension. Nonetheless, Ensors remained keen for an extension to the lease.

Issues for consideration would be how the markets operated; how they could best adapt to meet the needs of today's consumer; what the means of doing this would be; what arrangements were necessary to achieve this; what rental, licencing and contractual arrangements were necessary to secure their continuation; and how they could improve their efficiency to ensure viability was maintained.

Town Council officers had explored the potential to co-ordinate a monthly programme (March-December) operating in the High Street and at Poundbury to provide a consistent approach to traders and to provide a consistent message to visitors, and in addition to liaise with the local business community to ensure that footfall benefits are felt more widely. This new market programme also offered an opportunity to determine new standards regarding the way the events will operate, for example in relation the climate or how products were sourced. One key consideration was who would expect to benefit financially from operating the markets and how this might be achieved. Fairs and other events should also be given consideration in the round.

As a market town, of the County Town, the Panel considered its markets were something of which to be rightly proud and was considered an asset in providing an opportunity for traders, a boost for the local economy and was a business seedbed. The Panel understood they all played their part in attracting footfall locally and from visitors afar and acted as a means of social service - providing value for money goods that were not necessarily able to be sourced by other means. It was community focused, vibrant and stimulated local contact, being adaptable in reflecting changing needs and trends.

The Panel appreciated having the opportunity to be able to review of issues considering that, as well as the economic benefits to be gained, the social and welfare benefits of the market were of considerable value too.

Whatever options were available, it was accepted that the markets should be invigorated so as to provide something unique and relevant to the customer of today, to meet their expectations - were that be more street food outlets, demonstrations or heritage exhibitions.

This would go a long way to ensuring their viability was maintained and gave a valid reason for people to continue to visit it in the numbers previously seen. It was accepted that the pandemic had seriously affected what could be done in the recent past, but they saw no reason why this trend couldn't be reversed going forward.

Consideration would continue to be given to the differing scenarios and various options with regard to trade, performance and management of the different market entities, in identifying and assessing how this could be best achieved so as to serve as some basis for how the markets could operate successfully going forward.

The Panel acknowledged the benefits of what the markets brought to Dorchester and what they each had to offer in their own way, not only as an entity – as a means of trading goods,

services and produce which might not otherwise be readily accessible directly between suppliers and public – but their wider value and contribution too, in attracting visitors to the town and as a social and community asset. Moreover, in being an historic market town, the essence of maintaining a viable and successful market was critical to the fabric and vitality of Dorchester.

Most importantly the Panel wanted to see them successful and continue contributing to the economy of the town and be seen as a social and community asset for years to come and there was a considerable will to see these valued assets succeed.

It was considered that the pandemic had provided the opportunity to reassess and re-calibrate what was being done and the process for doing it. Whilst the principles on what to do, how to do it and, where it should be done were accepted, it was recognised that there was a need for the strategy to be implemented and built upon to ensure any success was maintained.

As part of this they agreed that it would be in the interests of Dorchester and beneficial to prepare for a new procurement of the market operation from April 2026, with Ensors still being able to tender for a continuation of their operations. This option would provide for a re-evaluation and reset of what Dorchester wanted from its markets, how they should be operated and what improvements could be gained in doing so.

The Panel considered that, in the circumstances, what was being proposed was as practicable as it could be in managing the way in which the markets operated and in them being prepared to meet future needs and trends.

Resolved

That the recommended Option be to authorise officers to prepare for a new procurement of the market operation from April 2026.

42. Exempt Business

Resolved

That the following item be considered in closed session.

43. Cornhill Market

The Panel discussed the finances of the Cornhill market and the considerations around its operation.

Resolved

That the Head of Community and Public Protection be authorised to enact the recommendation contained in the Town Clerk's report.

Duration of meeting: 2.30 - 4.30 pm

Chairman