



Dorchester Town Council

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You are summoned to a meeting of the **Dorchester Town Council** to be held in the Council Chamber, the Municipal Buildings, High East Street, Dorchester, DT1 1HF on **Monday 31 July 2023 at 7.00pm**, to conduct the business set out in the Agenda below.

AGENDA

1. **Apologies**

2. **Welcome new Councillor**

To welcome Councillor Kate Reid to her first meeting of the Town Council.

3. **Declarations of Interests**

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

4. **Minutes**

To confirm the Minutes of the meeting of the Council held on 22 and 23 May 2023 (pages 3 and 5).

5. **Police Update**

If in attendance, to receive a police update from Sergeant Matt Whetham.

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

- a) To receive communications from the Mayor and Town Clerk.
- b) To receive motions and questions received from Members no less than 5 days before the meeting.

7. **Minutes of Committees**

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

Planning & Environment Committee	5 June 2023	Page 10
Planning & Environment Committee	3 July 2023	Page 18
Management Committee	17 July 2023	Page 24
Policy Committee	24 July 2023	Page 27

8. **Appointment to Committees and Vacancies**

To appoint Councillor Kate Reid to the Management Committee vacancy.

The Council is asked to consider appointing a Member to fill the vacancy on the Dorchester Markets Informal Joint Panel.

9. **Update from Dorset Council Members**

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



Steve Newman
Town Clerk
26 July 2023

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

Dorchester Town Council

Annual Meeting of Dorchester Town Council

22 May 2023

Present: Retiring Mayor J. Hewitt and Councillors R. Biggs, S. Biles, A. Canning, A. Chisholm, L. Fry, F. Hogwood, S. Hosford, G. Jones, S. Jones, F. Kent-Ledger, D. Leaper, R. Major, R. Potter, M. Rennie, R. Ricardo and D. Taylor.

Apologies: Councillors B. Armstrong-Marshall, T. Harries and A. Lyall.

Attending: Civic Dignitaries, family and friends of the Mayor Elect, and members of the community of Dorchester.

1. Election of Town Mayor for the period to the next Annual Meeting of the Council

It was proposed by Councillor S. Hosford, seconded by Councillor R. Major and

Resolved

That Councillor Alistair Chisholm be elected Town Mayor of Dorchester for the period to the next Annual Meeting of the Council.

Councillor A. Chisholm, having accepted the Office of Town Mayor and made the Declaration of Acceptance of Office, took the Chair and thanked the Council on behalf of himself and his Mayoress, Kate Hebditch, for the honour conferred upon them.

2. Election of Deputy Mayor for the period to the next Annual Meeting of the Council

It was proposed by Councillor S. Biles, seconded by Councillor D. Leaper and

Resolved

That Councillor Janet Hewitt be elected Deputy Town Mayor of Dorchester for the period to the next Annual Meeting of the Council.

3. Vote of thanks to the retiring Town Mayor

It was proposed by Councillor S. Jones, seconded by Councillor L. Fry and

Resolved

That the thanks of the Council be given to Councillor Janet Hewitt for the open, inclusive and enthusiastic manner in which she has carried out the duties of Town Mayor during the past year.

Councillor J. Hewitt was presented with a Past Mayor's Badge by the Mayor, and her Consorts Mr David Hewitt and Mr Warwick Dabbs were presented with a Past Mayor's Consort Badge.

Councillor J. Hewitt addressed the meeting.

4. **Adjournment**

The Council rose at 7.51pm and remains adjourned until 23 May 2023 at 7.00pm.

Mayor

Dorchester Town Council

Adjourned Annual Meeting of the Dorchester Town Council

23 May 2023

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

Apologies: Councillors B. Armstrong-Marshall, T. Harries, G. Jones and A. Lyall.

5. Minutes

The minutes of the meeting of the Council held on 27 March 2023 were confirmed and signed by the Mayor as a correct record.

6. Communications and Motions

The Mayor thanked all those involved in the Mayor Making event on the previous evening. No motions or questions had been submitted.

7. Police Matters

There was no report from the Police at this meeting.

8. Planning and Environment Committee – 3 April 2023

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 3 April 2023 be adopted.

9. Planning and Environment Committee – 2 May 2023

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

In respect of the Planning Application for 5A Grosvenor Road it was reported that despite the Council objecting the decision had been delegated to an officer rather than being taken to Committee. It was important for the Council's objections to be taken seriously and it was suggested that the Planning Authority be informed of the Council's concerns in this regard.

It was noted that the Developer of the Prison site would be attending the next Planning and Environment Committee and a request had been submitted for the application to be discussed by the Planning Authority's Committee rather than delegated to an officer. It was noted that there were a number of concerns from local residents about the development and a suggestion was made that a display about the proposals might be made available at the Prison site.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 2 May 2023 be adopted.

10. Management Committee – 9 May 2023

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

In respect of Minute No 67 it was noted that grant funding was no longer available for local authorities from Low Carbon Dorset. The Town Clerk confirmed that Dorset Council would be asked if there were any alternative grants available for carbon reduction initiatives.

Resolved

- (1) That the proposed Twinning / Cultural Activities Panel be established.
- (2) That the minutes of the meeting of the Management Committee held on 9 May 2023 be adopted.

11. Policy Committee – 15 May 2023

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

The Council considered the Annual Governance Statement and the Accounting Statement for 2022-23 both of which were set out in Appendix 1 of the Policy Committee Minutes.

Resolved

- (1) That the Council approves the Annual Governance Statement for 2022-23.
- (2) That the Council approves the Accounting Statement for 2022-23.
- (3) That the minutes of the meeting of the Policy Committee held on 15 May 2023 be adopted.

(NOTE: Councillors M. Rennie and R. Ricardo declared a non-pecuniary interest in respect of the Business Improvement District and did not take part in any discussion or vote on that matter.)

12. Update from the Dorset Council

Dorset Councillors updated the Council on the following matters:-

- The change in its Cabinet members and Portfolio holders.
- A very enjoyable Civic Service at Sherborne Abbey in respect of the Coronation of King Charles III.
- A successful event had been arranged to present certificates to the recipients of car boot grants.
- The consultation on improvements to Fairfield Road was proceeding.

- Further work had been undertaken to the netting at Damers Road railway bridge to stop pigeons from nesting.
- There was to be a scrutiny review of the National Grid and Water Pollution – reports to be produced by the end of the 2023-24 Council year.
- The old Damers School was to be demolished in the near future.
- There was to be a review of Day Centres across the County.
- Care leavers review had been completed and the results were awaited.
- There had been some progress with the Poundbury 20mph speed limit request.

13. **Annual Business**

Council considered appointments to Committees, Outside Bodies and its Bank Mandate and whether to adopt the General Power of Competence to the next Annual Meeting.

It was agreed that those Members appointed to outside bodies should report back on the work of those bodies towards the end of the 2023-24 Council year.

Resolved

- (1) That the appointments to Committees, Joint Bodies, Panels and Outside Bodies as set out in Appendix 1 and 2 be approved.
- (2) That Councillor F. Kent-Ledger be appointed Chairman and Councillor R. Major be appointed Vice-Chairman of the Management Committee.
- (3) That Councillor R. Ricardo be appointed Chairman and Councillor R. Potter be appointed Vice-Chairman of the Planning and Environment Committee.
- (4) That Councillor R. Biggs be appointed Chairman and Councillor S. Hosford be appointed Vice-Chairman of the Policy Committee.
- (5) That the Council adopts the General Power of Competence for the period to the next Annual Meeting of Council.
- (6) That Councillors T. Harries, S. Jones, M. Rennie, R. Potter and D. Taylor be authorised to operate the Council's bank mandates.

Council rose at 7.50pm.

Mayor

APPENDIX 1

APPOINTMENT OF COMMITTEES

DORCHESTER TOWN COUNCIL COMMITTEES

Management Committee (11 Members)

A. Canning	L. Fry	S. Jones	F. Kent-Ledger	D. Leaper	T. Lyall
R. Major	R. Potter	M. Rennie	R. Ricardo	D. Taylor	

Policy Committee (8 Members)

B. Armstrong-Marshall	R. Biggs	S. Biles	T. Harries	J. Hewitt
F. Hogwood	S. Hosford	G. Jones		

Planning & Environment (no limit)

R. Biggs	A. Canning	L. Fry	T. Harries	J. Hewitt	S. Hosford
G. Jones	S. Jones	F. Kent-Ledger	D. Leaper	R. Major	R. Potter
M. Rennie	R. Ricardo	D. Taylor			

The Mayor, Councillor Alistair Chisholm is ex officio to the 3 Committees

PANELS

Twinning / Cultural Activities (5 Members plus the Mayor ex-officio)

J. Hewitt	S. Hosford	S. Jones	R. Major	M. Rennie
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JOINT BODIES

Dorchester Markets Informal Joint Panel (6 members)

J. Hewitt	S. Hosford	F. Kent-Ledger
A. Lyall	M. Rennie	S. Jones

Dorchester Heritage Joint Committee (5 members)

S. Biles	A. Chisholm	F. Hogwood	G. Jones	F. Kent-Ledger
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APPENDIX 2 - APPOINTMENTS TO OUTSIDE BODIES			
Internal Roles	Previous Appointees		Appointed 2023-24
DAPTC Larger Towns Rep	A. Chisholm The Mayor		D. Taylor The Mayor
Municipal Buildings Monitoring Group	R. Biggs S. Hosford and F. Kent-Ledger		F. Kent-Ledger, S. Hosford, R. Biggs
Charitable Trusteeships			
Dorchester Almshouses (2)	R. Biggs S. Hosford		S. Hosford, R. Biggs
Ashley Churchill & Thorner Trust (2)	R. Major R. Ricardo		R. Major R. Ricardo
Other Bodies			
Dorchester Arts	D. Leaper		D. Leaper
Dorchester Association L. History & Arch.	D. Leaper		D. Leaper
Dorchester BID	R. Ricardo		J. Hewitt
Dorchester Bayeux Society	R. Major		M. Rennie
Dorchester Lubbecke Society	S. Hosford		S. Hosford
Dorchester Tourism Partnership	S. Hosford		R. Potter
Citizens Advice Central Dorset	S. Biles		S. Biles
Dorchester Youth & Community Centre	M. Rennie		M. Rennie
South Wessex Community Rail Partnership (previously Heart of Wessex Rail Partnership)	A. Chisholm		A. Chisholm
Thomas Hardy Society	S. Jones		S. Jones
Transition Town Dorchester	F. Hogwood		F. Hogwood
Volunteer Centre Dorchester	S. Biles		S. Biles
Sawmills (2 reps)	N/A		R. Major, R. Potter

Dorchester Town Council
Minutes of the Planning and Environment Committee
5 June 2023

Present: Councillors A. Chisholm (the Mayor ex-officio), R. Biggs, A. Canning, L. Fry T. Harries, J. Hewitt, S. Hosford, S. Jones, F. Kent-Ledger, R. Major, R. Potter (Vice Chairman), M. Rennie, R. Ricardo (Chairman) and D. Taylor

Apologies: Cllrs G. Jones and D. Leaper

Also in attendance: Cllrs S. Biles and F. Hogwood
Adrian Fox, Senior Planning Manager of City & Country
Chris Peck, Principal Transport Planner, Dorset Council

1. Declarations of Interest

Councillors L. Fry, S. Jones and D. Taylor 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.

Councillor S. Biles, though not on the Planning and Environment Committee declared an interest in Agenda item 3 'Presentation on Applications P/FUL/2023/00713 and P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY' as a neighbouring resident.

2. Minutes

The minutes of the meeting of the Committee held on 2 May 2023 and approved at Council on 24 May 2023 were noted.

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

The Committee received a presentation from Adrian Fox of City and Country. A number of members of the public attended the meeting to listen to the presentation and ask questions.

Concerns were raised by both the Committee and Members of the public regarding:

- Vehicular access to the site from The Bow
- Pedestrian and cyclist access to and from the site
- The loss of privacy for neighbouring properties due to the proposed balconies

- The uncertainty regarding the provision of affordable housing
- The reduction of three bedroomed properties for families
- The demolition of areas of the existing prison wall

The Committee noted that the applicant was awaiting a traffic modelling report and a viability study.

Due to time constraints a number of members of public were disappointed that they were unable to ask questions about the application. Due to the complexity and the high level of public interest, the Committee requested that a public consultation be held regarding the application.

The Committee requested to defer comment on the application until the July Planning and Environment Committee meeting, to allow time for a public consultation , thus enabling the committee to take full consideration of the public's comments before making a response.

The Committee requested that the application go before the Northern Area Planning Committee due to the significance and scale of the application to Dorchester.

Resolved

- i) That comment on the applications be deferred until the July Planning and Environment Committee meeting, to allow time for a public consultation , thus enabling the committee to take full consideration of the public's comments before making a response.
- ii) That a request be made to Dorset Council that the application go before the Northern Area Planning Committee due to the significance and scale of the application to Dorchester.

4. Fairfield Road Improvements

The Committee received a presentation from Chris Peck, Principal Transport Planner, Dorset Council regarding the Fairfield Road Improvements. The Committee heard that Scheme would require full planning permission, requiring:

- evidence of net biodiversity benefit and support preservation of the conservation area.
- archaeological supervision for any substantial underground works which would entail additional costs.

The Committee heard that the current budget was insufficient to cover a full public realm scheme and that a cheaper option was also under consideration using simpler materials.

The Committee requested that a task and finish group be created to work with Dorset Council on the design proposals. The Committee requested that members of the Joint Markets Committee be invited to join the task and finish group.

Recommended

- i) That a task and finish group be created to work Dorset Council on the design proposals for Fairfield Road.
- ii) That membership of the task and finish group be extended to the Joint Markets Committee members.

5. **Standing Order No. 3U**

As the meeting had been in progress for over two hours, the Committee resolved to suspend Standing Order No. 3U and to continue the meeting.

Resolved

That the meeting continue so as to be able to conclude the business as set out on the Agenda.

6. **20mph Speed Limits in Dorchester**

The Vice Chairman informed the Committee that he had attended a Zoom meeting hosted by 20s Plenty for Dorset regarding the Dorset Council's 20mph policy. The group had raised concerns that the existing policy was too complex and consideration should be given to an application for a 20mph areawide limit.

The Committee noted that the Planning and Environment Committee had previously approved Dorchester Town Council's 20mph policy at the Planning and Environment Committee meeting held on 4 April 2023 (Minute 81) to coordinate with the Dorset Council's 20mph policy. A 'Twin Hatted' Dorset Council member also reminded the Committee that Dorset Council would be reviewing its policy after a year.

The Committee agreed to wait until the review of the existing Dorset Council 20mph policy, before making any requests for changes.

The Committee were also asked to consider a request to fund a speed survey for Peverell Avenue East which would cost £275 +VAT, which was approved.

Resolved

- i) To wait until the review of the existing Dorset Council 20mph policy before making any requests for changes.
- ii) To fund a speed survey for Peverell Avenue East at the cost of £275 +VAT.

7. **Planning Applications for Comment**

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

8. **Minute Update Report**

The Committee noted the minute update report.

9. **Planning Issues to Note**

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 5 June 2023

Planning Applications for Comment

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

E1. P/LBC/2023/03009 (Listed Building Consent) Flat 6 Fordington House Lancaster Road Dorchester DT1 1NP

Remedial repairs to the external façade.

No objection.

North Ward (Councillor A. Canning & D. Taylor)

N1. P/FUL/2023/00713 Former HMP Dorchester North Square Dorchester DT1 1HY

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

Request for deferral for comment.

The Committee received a presentation from Adrian Fox of City and Country. A number of members of the public attended the meeting to listen to the presentation and ask questions.

Concerns were raised by both the Committee and Members of the public regarding:

- Vehicular access to the site from The Bow
- Pedestrian and cyclist access to and from the site
- The loss of privacy for neighbouring properties due to the proposed balconies
- The uncertainty regarding the provision of affordable housing
- The reduction of three bedroomed properties for families
- The demolition of areas of the existing prison wall

The Committee noted that the applicant was awaiting a traffic modelling report and a viability study.

Due to time constraints a number of members of public were disappointed that they were unable to ask questions about the application. Due to the complexity and the high level of public interest, the Committee requested that a public consultation be held regarding the application.

The Committee requested to defer comment on the application until the July Planning and Environment Committee meeting, to allow time for a public consultation, thus enabling the committee to take full consideration of the public's comments before making a response.

The Committee requested that the application go before the Northern Area Planning Committee due to the significance and scale of the application to Dorchester.

N2. P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY

Demolition of existing buildings that adjoin the Gatehouse & erection of new buildings to adjoin the Gatehouse (Revised proposals following listed building consent WD/D/16/002698, as amended by consent WD/D/17/002493).

Request for deferral for comment.

The Committee received a presentation from Adrian Fox of City and Country. A number of members of the public attended the meeting to listen to the presentation and ask questions.

Concerns were raised by both the Committee and Members of the public regarding:

- Vehicular access to the site from The Bow
- Pedestrian and cyclist access to and from the site
- The loss of privacy for neighbouring properties due to the proposed balconies
- The uncertainty regarding the provision of affordable housing
- The reduction of three bedroomed properties for families
- The demolition of areas of the existing prison wall

The Committee noted that the applicant was awaiting a traffic modelling report and a viability study.

Due to time constraints a number of members of public were disappointed that they were unable to ask questions about the application. Due to the complexity and the high level of public interest, the Committee requested that a public consultation be held regarding the application.

The Committee requested to defer comment on the application until the July Planning and Environment Committee meeting, to allow time for a public consultation, thus enabling the committee to take full consideration of the public's comments before making a response.

The Committee requested that the application go before the Northern Area Planning Committee due to the significance and scale of the application to Dorchester.

N3. P/LBC/2023/02135 (Listed Building Consent) 6 High West Street Dorchester Dorset DT1 1UJ

Carry out external alterations to display signage.

No objection.

N4. P/ADV/2023/01868 & P/LBC/2023/01894 (Listed Building Consent) 49 South Street Dorchester Dorset DT1 1DW

Display of 2no. non-illuminated fascia sign, 2no. non-illuminated ATM tablet sign, 1no. non-illuminated projecting sign, 1no. non-illuminated suspended sign, 1no. welcome/nameplate sign & 1no. level access sign.

No objection – The Committee welcomed the application.

N5. P/FUL/2023/01305 & P/LBC/2023/01306 (Listed Building Consent) 57 High West Street Dorchester DT1 1UT

Erect second floor extension.

No objection.

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

W1. P/HOU/2023/022982 Roman Road Dorchester DT1 2QW

Remove conservatory and erect larger conservatory and extend garage.

No objection.

W2. P/HOU/2023/02055 9 Maud Road Dorchester DT1 2LN

Extend kitchen to rear and replace current cat slide roof with flat roof.

No objection.

W3. P/HOU/2023/02594 35 Alexandra Road Dorchester DT1 2LZ

Demolish conservatory, erect single storey extension and install rear dormer window.

No objection.

W4. P/FUL/2023/00339 Former Gibbs & Dandy Site Builder Center Great Western Road Dorchester Dorset DT1 1RZ

Demolition of existing buildings to provide 16no. apartments (use class C3) & commercial floor space with associated parking & landscaping

No objection.

The Committee regretted the replacement of employment units with retail units but welcomed the use of a brown field site. The Committee felt that the design complemented the existing nearby buildings and surroundings.

W5. P/HOU/2023/02919 14 Remus Close Dorchester DT1 2TQ

Erect Single Storey Side extension.

No objection.

W6. P/HOU/2023/01211 33 Treves Road Dorchester DT1 2HE

Replace a pair of flat roofs, single-storey structures with a new three-storey extension Replace the existing main roof structure. Replace a single-storey front aspect structure with a new two-storey extension.

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

S1. P/HOU/2023/02374 3 Manor Road Dorchester DT1 2AU

Erect Single Storey Rear Conservatory.

No objection.

S2. P/HOU/2023/01927 1A Monmouth Road Dorchester DT1 2DE

Convert loft & create terrace. Convert garage to living space. Install entrance gates.

No objection.

However, if the application was to be approved, the Committee requested that a planning condition be added restricting the occupation of the building for purposes which form an integral part of the planning unit known as 1A Monmouth Road.

S3. P/HOU/2023/02807 52 Manor Road Dorchester DT1 2AY

Front infill lean-to single storey extension. Clad brick work to front elevation. Existing side and rear elevations to be rendered

No objection.

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

No applications received to date.

For information

F1. P/PASO/2023/02406 Henry Ling Ltd 86 & 90 Prince Of Wales Road Dorchester DT1 1HD

Install solar PV equipment to roofs.

FI2. P/CLP/2023/02473 4 Shaston Crescent Dorchester Dorset DT1 2EB

Garage conversion with alterations to openings and attic conversion with roof lights.

Dorchester Town Council
Minutes of the Planning and Environment Committee
3 July 2023

<p>Present: Councillors A. Chisholm (the Mayor ex-officio), R. Biggs, A. Canning, L. Fry T. Harries, J. Hewitt, S. Hosford, S. Jones, F. Kent-Ledger, R. Major, R. Potter (Vice Chairman), M. Rennie, R. Ricardo (Chairman) and D. Taylor</p>
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Apologies: Cllrs R. Biggs, A. Canning, T. Harries and R. Major

Also in attendance: Cllrs S. Biles and F. Hogwood

10. Declarations of Interest

Councillors L. Fry, S. Jones and D. Taylor 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.

Councillor S. Biles, though not on the Planning and Environment Committee declared an interest in Agenda item 5 'Planning Applications for Comment, applications P/FUL/2023/00713 and P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY' as a neighbouring resident.

Councillor R. Potter declared an interest in Agenda item 5 'Planning Applications for Comment, applications P/FUL/2023/00713 and P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY' as the spouse of a volunteer of St Peter's Church.

11. Minutes

The minutes of the meeting of the Committee held on 5 June 2023 were approved and signed by the Chairman.

12. Pre Consultation On new Puffin Crossing on Weymouth Ave (South)

The Committee considered Dorset Council's proposal for a new proposed Puffin Crossing between Edward Road and Queens Ave along Weymouth Ave, Dorchester.

The Committee felt that more information was required about the proposal and the overall scheme for Maumbury Cross before a decision could be made and requested that a representative from Dorset Council attend the next Planning and Environment Committee to give an update.

The Committee also requested that the speed limit of 30mph be continued to the Stadium Roundabout.

Resolved

- a) That the Clerk to the Committee invite a representative from Dorset Council to attend the next Planning and Environment Committee to provide further information on the proposal for a puffin crossing on Weymouth Avenue and to give an update on the overall scheme for Maumbury Cross.

- b) That a request be made to the Dorset Council for the 30mph speed limit in Weymouth Avenue to continue Southwards to the Stadium Roundabout.

13. Dorset Council Car Park Electronic Information Signage

The Committee considered a report on the Dorset Council Car Park Electronic Signage. The Committee shared the local resident's concerns regarding the poor accuracy of the existing carpark signage and agreed that the inaccuracy could discourage visitors to the Town.

The Committee concluded that the messages 'Open' and 'Busy' were not helpful to the Town's residents and visitors and requested that the Clerk to the Committee write to Dorset Council to request that they make improvements to the signage to increase accuracy.

Resolved

That the that the Clerk to the Committee write to Dorset Council to request that they make improvements to the signage for car parks to improve their accuracy.

14. Planning Applications for Comment

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

A member of the public attended the meeting to raise their concerns about applications P/FUL/2023/00713 and P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY.

15. Minute Update Report

The Committee noted the minute update report.

16. Planning Issues to Note

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 3 July 2023

Planning Applications for Comment

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

E1. P/LBC/2023/03133 3 Salisbury Terrace Salisbury Street Dorchester DT1 1JT

Erect scaffolding for safe access to works. Make photographic record of existing brick party wall chimney (Nos 3 - 4) . Carefully dismantle brickwork and access condition - likely to be poor.

Rebuild chimney to existing design and pattern in lime mortar. Supply and dress Code 6 lead trays at lower apron level and at ridge level. Rebed existing chimney pots and flaunch same. Renew stepped lead flashing chased and pointed into brickwork over existing lead soakers. Apply patination oil to all new lead.

No objection.

E2. P/HOU/2023/03147 60 Casterbridge Road Dorchester DT1 2AG

Install front and rear dormers within the first floor, Internal alterations and adapt existing rear single storey roof.

No objection.

The Committee recognised the efforts made by the applicant to provide a Bat friendly environment.

North Ward (Councillors A. Canning, A. Chisholm & D. Taylor)

N1. P/FUL/2023/00713 Former HMP Dorchester North Square Dorchester DT1 1HY

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

Objection.

The Site as a Heritage Asset – In Particular Block 8

The Committee noted the Senior Conservation Officer's report dated 16/06/23. The Committee agreed with the comment *'the proposed design presentation of Block B8, illustrated in the previously approved scheme, is deemed more appropriate with regard its complimentary reflection embracing the character and appearance of the localised, prison setting.'* The Committee felt that the current proposal did not conserve nor enhance the significance of the heritage asset (as per ENV4 of the adopted local plan).

Transport / Access -The Bow

The Committee shared the concerns of members of the public who had expressed concerns about the proposed highway works at the Bow and in North Square, in particular;

- The increased number of traffic movements and the impact on:
 - The road safety for all users
 - Accessibility for all users (due to the narrowing of the pathways)

The Committee requested that a new Traffic Assessment be conducted to ensure that it could be demonstrated that the proposal would not have a severe detrimental effect on road safety (as per COM 7 of the adopted Local Plan) as it was felt that the previous study was outdated due to the significance of the location in relation to the High Street and the impacts of the pandemic which has led to changes in people's shopping habits which has resulted in a considerable increase in home deliveries to the neighbouring area. The Committee felt that the current proposals did not include sufficient measures to reasonably mitigate potentially dangerous conditions.

Loss of Privacy to Neighbouring Residents – Blocks B3, B5, B6 & B7

The proposed development, by reason of the height, position and bulk of the new buildings (blocks B3, B5, B6 and B7) would have an adverse effect on the amenities enjoyed by existing properties in Colliton Street, Glyde Path Road and in particular, Caters Place, by way of loss of light and loss of privacy and would appear as an overbearing element in the street scene in relation to these properties. The proposal would therefore be contrary to Policy ENV16 of the adopted Local Plan.

Affordable Housing / Viability

The Committee felt that provision should be made for at least one third affordable Housing, to allow the development to closely meet the requirements of HOUS1 of the Adopted Local Plan.

The Committee echoed the comments of the Planning Policy Officer 'The planning offer may wish to consider having the submitted (*viability*) assessment independently assessed.'

Request for the Applications to be Considered by the Northern Area Planning Committee

The Committee reiterated its request for the applications to go before the Northern Area Planning Committee for consideration due to the significance and scale of the application to Dorchester.

N2. P/LBC/2023/02514 Former HMP Dorchester North Square Dorchester DT1 1HY

Demolition of existing buildings that adjoin the Gatehouse & erection of new buildings to adjoin the Gatehouse (Revised proposals following listed building consent WD/D/16/002698, as amended by consent WD/D/17/002493).

Objection.

As per N1.

N3. P/VOC/2023/02928 Top O Town House Bridport Road Dorchester Dorset DT1 1XT

Change of use of office to 9 residential apartments; erection of dwelling, refuse/cycle stores (with variation of condition No 1 of Planning permission WD/D/19/000760 to amend approved plans).

No objection.

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

W1. P/HOU/2023/03132 23 Blagdon Road Dorchester DT1 2JN

Erect Single Storey Rear Extension.

No objection.

W2. P/HOU/2023/01833 26 Fosse Green Dorchester Dorset DT1 2RR

Erect two storey front extension (demolish porch).

No objection.

W3. P/HOU/2023/03387 101 Damers Road Dorchester DT1 2LB

Retain raised platform to be used as garden.

Objection.

The Committee felt that the raised platform position and design did not relate positively to adjoining and neighbouring buildings and did not contribute positively to the character of the area, therefore contravening with ENV16 of the adopted local plan.

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

S1. P/ADV/2023/03021 25 Weymouth Avenue Dorchester DT1 1QR

Install 2 sets of illuminated fascia text signs and 1 internally illuminated Pole mounted roundel.

No objection.

S2. P/FUL/2023/03321 Dorchester Tennis And Squash Club Sawmills Lane Dorchester DT1 2RZ

Replace timber external staircase and landing with steel framed staircase and larger landing/balcony area

No objection.

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

No applications received to date.

For Information

FI1. P/NMA/2023/03468 12 Prince Of Wales Road Dorchester Dorset DT1 1PW

Non-material amendment - enclose entertainment area by adding glass screen to north elevation, changes to staircase and internal walls; to Planning Permission No. P/HOU/2023/01780 (Erect ancillary building).

FI2. P/NMA/2023/03657 4 Prince Of Wales Road Dorchester Dorset DT1 1PW

Non-material amendment - changes to internal layout, elevation details, site layout and landscaping; to Planning Permission No. P/FUL/2021/00987 (Demolition of existing buildings and the erection of a single block of 12 flats with small office space and refuse store and the erection of a terrace of 4 bungalows, all units designed for supported living with 8 units designed as Part M4(3): Category 3 Wheelchair user dwellings).

Dorchester Town Council

Management Committee

17 July 2023

Present: Councillors L. Fry, S. Jones, F. Kent-Ledger (Chairman), R. Major, R. Potter, M. Rennie, D. Leaper, R. Ricardo and D. Taylor.

In Attendance:

Councillors F. Hogwood.

Apologies: The Mayor (Councillors A. Chisolm)

1. Declaration of Interests

None.

2. Minutes

The Minutes of the Meeting of the Committee held on 9 May 2023, adopted by Council on 23 May 2023, were taken as read and were confirmed and signed by the Chairman as a correct record.

3. Dorchester Community Play 2023 - Feedback

Cllr Potter reported on the excellent work undertaken by the Community Play Association and their thanks for the town council's support. Cllr Leaper suggested that perhaps Dorchester Art's script writing workshop could link with any future plans for a community play.

Resolved:

That the feedback letter from the Dorchester Community Play Association was noted and that a letter should be sent from the Council to the Association thanking them for their contribution to the community.

4. Outdoor Services – Update Report

The Assistant Town Clerk (Outdoor Services) reported that his staff were receiving many compliments from the public regarding the quality of presentation of Borough Gardens. It was also reported that progress was being made in terms of securing Building Control approval for the design of the extension to the Garden's mess facilities and the contract for the work should be placed on Contracts Finder within the coming week along with the contract for the air source heat pump infrastructure. It is hoped that all the works will be completed this year subject to contractor availability.

Cllr Rennie asked that in future the council should plan to install accessible equipment in all the council's play areas. The Assistant Town Clerk also mentioned that there was a need for tree maintenance along the riverside at Frome Terrace and that this would involve significant work. He also confirmed, in relation to the maintenance of the new trees planting scheme at Kings Road, that the trees will have grown sufficiently that next year will be the last year when they will need watering.

Resolved:

That the Outdoor Services Team update be noted.

5. **Consultation on dog-related Public Space Protection Order (PSPO)**

Members expressed a general desire not to seek significant changes to the current restrictions. However, given that the Kings Road recreation site is no longer marked out for sports pitches, it was agreed that the dog-related signage could be removed (except from the play area). It was agreed, however, that the exclusion of dogs from marked sports pitches (such as at Sandringham and Weymouth Avenue) could just be seasonal when the pitches are in use.

Resolved:

That the council's response to Dorset Council's dog-related PSPO consultation should state that:

- (1) the requirement for dogs to be on leads in cemeteries, public gardens and allotments and within 5m of marked sports pitches should remain;
- (2) dogs should be excluded entirely from certain public areas include enclosed play areas, skate parks and enclosed sports facilities;
- (3) dogs should only be excluded from marked sports pitches on a seasonal basis when the pitches area in use.

6. **D-Day 80th Anniversary Celebrations**

Cllr Fry reported that discussions were underway between heritage organisations and other interested parties to organise other activities to commemorate the 80th anniversary.

Resolved:

That planning for the council's commemoration of the 80th anniversary of D-Day should be referred to the Twinning/Cultural Activities Panel.

7. **Grant Applications**

Resolved:

Members discussed the application by the AsOne Theatre Company and requested that more information be sought on whether the workshops would take place in Dorchester, the likely number of Dorchester residents who might take part, and also a breakdown of the project budget. Members also considered that a grant of £500 would be more appropriate.

- (1) That further information be sought from the AsOne Theatre Company for its 'They Came from Ukraine' project in relation to the location of the workshops, likely number of Dorchester-based participants, and a full break-down of the project budget.
- (2) That, subject to the satisfactory receipt of the information outlined in (1) above, that the Assistant Town Clerk, following consultation with the Committee Chairman, be given delegated authority to agree a grant of up to £500 to the AsOne Theatre Company.

8. Cemetery Matters

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

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

Resolved:

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

(b) Headstones and Inscriptions

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

Resolved:

That the action of the Town Clerk in approving designs numbered 5343 to 5358 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

9. Any Other Business

Cllr Jones requested that updates on proposals for further works and adaptations to the Municipal Buildings should become a standing item on the agenda for future Committee meetings provided to the Committee.

Cllr Leaper also offered to provide regular updates to the Committee from Dorchester Arts, as the council's nominated representative on the organisations management board.

Cllr Major mentioned that despite being the council's nominated representative to the Sawmills Association, along with Cllr Potter, he had only been sent a copy of the Association's minutes rather than being invited to its management meetings. The Town Clerk was asked to write to the Sawmills Association reminding them of the need to invite the council's nominated members representatives to the Association's meetings.

Chairman.....

Dorchester Town Council

Policy Committee

24 July 2023

Present: The Mayor (Councillor A. Chisholm) and Councillors B. Armstrong-Marshall, J. Hewitt, F. Hogwood and S. Hosford (Vice-Chairman in the Chair).

Apologies: Councillors R. Biggs, S. Biles, T. Harries and G. Jones.

In Attendance

Councillors L. Fry and M. Rennie.

1. Minutes

The Minutes of the Meeting of the Committee held on 15 May 2023, adopted by Council on 23 May 2023, were taken as read and were confirmed and signed by the Chairman as a correct record.

2. Declaration of Interests

There were no declarations of interest.

3. Finance Update

Members considered a report by the Finance Officer which updated them on the financial position of the Council as at end of June 2023. The report also set out the level of debt over 30 days and gave details of the payments list from 1 May 2023 to 30 June 2023.

Resolved

That the payments list, totalling £251,499.47, be approved.

4. Cornhill / South Street Task and Finish Group

Members considered the notes of the Task and Finish Group held on 12 June 2023, attached at Appendix 1, established to consider improvements to Cornhill and South Street. It was noted that Councillor J. Hewitt was in attendance at the meeting.

The Committee felt that it was important to work with Dorset Council to achieve a good outcome with the restrictions that come with the area being classified as highway.

Resolved

That the notes of the Cornhill / South Street Task and Finish Group held on 12 June 2023 be agreed.

5. **New Member Induction**

The Committee considered a report by the Town Clerk on the establishment of a Task and Finish Group to review the current new Councillor induction process with the aim of giving new Members the best experience and knowledge for the start of their Council journey.

Membership of the Group to be the Mayor plus four others being a mixture of Policy, Management and Planning and Environment Committee members.

Resolved

That a New Councillor Induction Task and Finish Group be established, as set out above, membership of which to be agreed by Full Council at its next meeting.

6. **Standing Orders, Financial Regulations and Data Protection**

The Committee had been circulated with revised draft Standing Orders, Financial Regulations and Data Protection documentation.

Recommended

That the draft Standing Orders, Financial Regulations and Data Protection Policy be adopted.

7. **Corporate Plan Update**

Members considered a report by the Town Clerk which enclosed an updated version of the Council's approved high level Corporate Plan. It was noted that the Dorchester Community Land Trust had been established seven years ago and that this should be noted on the Plan. The Town Clerk confirmed that no response had been received from Dorset Council in respect of the Garfield Avenue site.

Resolved

That the updated high level Corporate Plan be approved.

8. **Proposal for a Town Centre Working Group**

The Committee had before it a report by the Tourism Development Officer proposing the establishment of a Town Centre Working Group. The key aims of the Group would be to:-

- reduce the number of vacant properties in the town centre;
- improve the town centre experience and public realm for both residents and visitors;
- develop proposals for events and initiatives to attract visitors to the town centre;
- help promote the town centre in order to attract investment.

Membership of the Group to be the Mayor, Chair/Vice Chair of the Joint Informal Markets Panel, the Town Council BID representative, Chair of Planning and Environment Committee plus three other Members.

Resolved

That a Town Centre Working Group be established, as set out above, membership of which to be agreed at the next Full Council meeting.

9. Carbon Reduction – 19 North Square

Members considered a report by the Town Clerk which set out various options for reducing the carbon footprint of the North Square offices. It was noted that the works would be funded from the Council's Climate Emergency reserve.

Resolved

That the following carbon reduction measures be put in place as soon as possible:-

- Installation of LED lighting throughout the building.
- Insulation of the loft space / secondary double glazing where possible.
- Installation of solar panels and a battery subject to necessary approvals.
- Air source heat pump.

10. Free Parking Days

The Committee had before it a report by the Town Clerk on the future allocation of free parking days in the town centre car parks.

Resolved

1. That, from next year onwards, the free parking days be allocated by the Committee at its May or July meeting each year.
2. That the Dorchester Joint Heritage Committee be offered a free parking day for its Heritage Open Day event on Sunday 10 September 2023.

11. 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.

12. **Part Time Tourism Development Officer**

The Committee considered a report by the Town Clerk on the Part Time Tourism Development Officer.

Resolved

That the post of part time Tourism Development Officer be made permanent with immediate effect.

13. **Pay Grades**

The Committee had before it a report from the Town Clerk in respect of the pay grades for the two Outdoor Services Depot Skilled Workers. Both posts had seen a permanent increase in responsibilities.

Resolved

That the two Outdoor Services Depot Skilled Worker posts be regraded from SCP7 (£22,369 per year) to SCP11 (£24,054 per year) as from 1 July 2023.

The Committee returned to open session.

14. **Urgent Item – Closure of Dorchester South Station Ticket Office**

As a matter of urgency, due to the consultation ending on 26 July 2023, the Committee discussed the consultation from South Western Railway on a proposal to close the ticket office at Dorchester South Railway Station. The changes proposed were as follows:-

- Instead of having a ticket office open from 5.50am to 6.15pm on Monday to Friday, Dorchester South would have just one member of staff helping passengers and selling tickets on the platforms from 6am to 12.45pm during the week.
- At weekends, instead of having a ticket office open on Saturdays from 6.45am to 5pm, again, one member of staff will assist passengers with ticket sales from 6am to 12.45pm.
- On Sundays, Dorchester South – which currently has a staffed ticket office from 8.45am to 4pm – will be unmanned.
- During the unmanned hours passengers will be able to use video-calls on the ticket machines to get assistance from a South Western Railway worker at a video call centre.

Members had been circulated with a response to the consultation by the Chairman of the Friends of Dorchester South Station and the Committee agreed with the comments made in that correspondence. Members also wished to comment that Dorchester South was a travel interchange with the town having two stations and passengers needed assistance in respect of their onward journeys. It was also felt that the revised proposals meant that not just

those with protected characteristics but those wanting to use the toilet or deal with complicated questions or renew a rail card were disadvantaged.

Resolved

That the Council objects to the proposals for the closure of the booking office at Dorchester South Railway Station as set out above.

Chairman.....

Cornhill Task and Finish Group Meeting Notes

Date of Meeting: 12th June 2023

Present:

- Emma Scott, Community Development Officer, Dorchester Town Council
- Matilda Manley, Tourism Development Officer, Dorchester Town Council
- Carl Dallison, Assistant Town Clerk, Dorchester Town Council
- Tony Hurley, Assistant Town Clerk, Dorchester Town Council
- Frances Hogwood, Councillor, Dorchester Town Council
- Stella Jones, Councillor, Dorchester Town Council
- Susie Hosford, Councillor, Dorchester Town Council
- Dorchester Youth Council representatives
- Grant, Cornhill Market Manager

Notes of meeting:

The group met at the Town Pump to visualise their developing plans for the Cornhill area.

The Tourism Development Officer updated on correspondence with Dorset Council regarding the groups proposals:

Matilda met with Stephen Mephram and Corinne Holbrook from Dorset Council Highways Team to sense check the plans that the Task and Finish Group have been developing for Cornhill area. The following comments were made:

- 1- They are not keen for events to be held at Cornhill – “currently we allow events at Barclays on South St only. I am reluctant to change this to include Town Pump area at present as I feel that this location is very busy for pedestrians and High West / East / South St junction is also the busiest part of town for vehicles. There are a lot of pedestrians crossing High West at this point and I do not feel comfortable adding a distraction (live music, lego tables etc) into this mix.”
- 2- They would be happy with paving supplied by Marshalls as long as it is “type approved”. We would need to buy a surplus stock of paving that they could use for repairs if needed, otherwise the area needing repair would be backfilled with tarmac.
- 3- Initial thoughts were that they liked the proposed seating layout and would be happy if the bins and town trains signs were relocated. However, any new seating or bins would be our responsibility. They thought that Dorchester Town Council owned the current bins and seating.
- 4- The highway element at Cornhill would need to be 3.5 metres minimum in their opinion.
- 5- There are no restrictions on the types of vehicles that can use the highway along South Street during the permitted times.

- 6- They talked about legal changes to the highway. They spoke about the possibility of them making the town pump seating area non highway again. If they did this then they would have to find out who owned it originally, before it became a highway, then the town Council could buy it from them.
- 7- Trees – they would need to know more about the height and leaf fall before they commented.
- 8- Dorset Council will look at the proposal more with us. Then Dorset Council will give a yes or no to the concept. After that we will have to have a site meeting with them and then Dorset Council will draw up a legal agreement. The construction would have to be carried out by Dorchester Town Council.
- 9- Stephen said not to go any further with exact paving and seating and technical drawings yet, wait for more feedback from Dorset Council first on their initial thoughts.

After the meeting with Stephen Mepham, he sent our last meeting notes and his own comments to colleagues in Dorset Council Highways for initial thoughts. Colin Moors (Highways Improvement Team Leader, Economic Growth and Infrastructure, Dorset Council) and Neil Turner (Service Manager for Network Operations, Dorset Council) have now been assigned to look at the area with us and will be working with the group on the redevelopment plans.

The group discussed the implications of the feedback from Dorset Council on their plans. They also showed the plans for comment to Grant from Cornhill Market and Carl Dallison. The following suggestions were made:

- Put another semi circular bench at the Christmas tree end of the seating area that can be removed for the Christmas tree each year
- Shorten the Cornhill market area so that there is room for a vehicle to pass between the market and the end of the seating area
- Create a planted bed and sign to mark the start of the Cornhill Market. This will help deter vehicles from travelling down South Street between 9:30 am and 4:30 pm. It would also help bring recognition and an identity to the Cornhill market (which is over 100 years old)
- Move the Traffic signs at the Cornhill entrance to South Street and mount them on planters at the entrance instead.

Following this meeting site meetings have been arranged with Dorset Council and a further Task and Finish Group Meeting needs to be arranged.

Matilda Manley
Tourism Development Officer