



Dorchester Town Council

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You are summoned to a meeting of the **Dorchester Town Council** to be held in the Council Chamber, the Municipal Buildings, High East Street, Dorchester, DT1 1HF on **Monday 25 March 2024 at 7.00pm**, to conduct the business set out in the Agenda below.

AGENDA

1. **Apologies**

2. **Declarations of Interests**

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

3. **Minutes**

To confirm the Minutes of the meeting of the Council held on 29 January 2024 (page 3).

4. **Police Update**

To receive an update from Dorchester's Neighbourhood Police Sergeant Anneka Stone.

5. **Appointment of New Town Crier**

To approve the recommendation of the Appointments Panel established to undertake the recruitment of a new Dorchester Town Crier (page 15).

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

- a) To receive a presentation from Christopher Ward, Dorset Service Manager, Julian House which is a charity that supports vulnerable and at-risk individuals. These include adults and young people experiencing homelessness, escaping domestic abuse, adults with learning difficulties and people who need support after leaving prison.
- b) To receive communications from the Mayor and Town Clerk.
- c) To receive motions and questions received from Members no less than 5 days before the meeting.

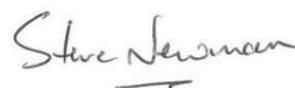
7. **Minutes of Committees**

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

Planning & Environment Committee	5 February 2024	Page 16
Planning & Environment Committee	4 March 2024	Page 22
Management Committee	11 March 2024	Page 29
Mayoral Selection Committee	18 March 2024	Page 34
Policy Committee	18 March 2024	Page 36

8. **Update from Dorset Council Members**

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



Steve Newman
Town Clerk
20 March 2024

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

Dorchester Town Council

Meeting of the Dorchester Town Council held in the Council Chamber

29 January 2024

Present: The Mayor (Councillor A. Chisholm) and Councillors B. Armstrong-Marshall, R. Biggs, S. Biles, L. Fry, J. Hewitt, F. Hogwood, S. Hosford, F. Kent-Ledger G. Jones, S. Jones, D. Leaper, R. Major, R. Potter, K. Reid, R. Ricardo and D. Taylor.

Apologies: Councillors A. Canning, T. Harries and M. Rennie.

44. Minutes

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

45. Declarations of Interest

There were no declarations of interest.

46. Police Matters

The Council was informed that Sergeant Anneka Stone was Dorchester's new Neighbourhood Police Sergeant, unfortunately she was unable to attend the meeting.

47. Presentations, Communications, Questions and Motions

The Council received a presentation from Simon Standish Co-Chair of the Poundbury Residents Association, on the PRA's recent Big Conversation project. Unfortunately Mike Steer had been unable to attend due to illness.

The PRA Co-Chair responded to Members detailed questions and the Mayor thanked him for attending the meeting.

The Mayor reported on a number of events and communications as follows:-

- Congratulations to Town Council officers Nigel Hayes and Georgina Wakely in achieving their HNC in Community Governance. Both officers passed with distinction and would continue their training pathway to a Community Governance degree.
- The Council wished Councillor M. Rennie a speedy recovery following her recent operation.
- Congratulations were offered to local resident Julie Fry who had been awarded a BEM in the New Years Honours list for her charity work in Kenya.
- Birthday wishes were given to local resident George Osborne who had just celebrated his 102nd birthday.
- Carols in the Borough Gardens had been a great success. More PA to be provided next time.

- South Walks House Outpatient centre was due to open shortly.

No motions or questions had been submitted.

48. **Planning and Environment Committee – 4 December 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 4 December 2023 be adopted.

49. **Planning and Environment Committee – 8 January 2024**

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

In respect of Minute No. 52 it was agreed that the proposed single yellow line in Rothsay Road should extend from the junction of Mellstock Avenue to the junction of Manor Road.

Resolved

(1) That the proposed single yellow line in Rothsay Road should extend from the junction of Mellstock Avenue to the junction of Manor Road.

(2) That the minutes of the meeting of the Planning and Environment Committee held on 8 January 2024 be adopted.

50. **Management Committee – 15 January 2024**

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

The Salkeld family's representative addressed the meeting in respect of the confusion over Exclusive Rights of Burial and that hearsay suggested that it was not being applied consistently since its implementation in 2018.

The Council discussed the matter and the Chairman of the Management Committee proposed that a meeting be held with the family so as to enable their concerns to be fully addressed and investigated. This offer was accepted by the family and would be arranged.

Resolved

That the minutes of the meeting of the Management Committee held on 15 January 2024 be adopted.

51. **Policy Committee – 22 January 2024**

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

Resolved

(1) That the Medium Term Financial Strategy and Revenue Budget 2024-25, as set out in the Appendices 1 to 4 of these Minutes, be adopted, to include: -

- A Council Tax Band D charge of £210.33, an increase of £4.12 (2%)
- A precept of £1,726,115, an increase of 3.4%

(2) That the Calendar of Meetings 2024-25, as set out in Appendix 5 to these Minutes, be agreed.

(3) That the informal Annual Town Meeting be held between 11.00am and 1.00pm on Thursday 16 May 2024..

(4) That the minutes of the meeting of the Policy Committee held on 22 January 2024 be adopted.

52. **Update from the Dorset Council**

Dorset Councillors updated the Council on the following matters:-

- The Dorset Council owned and run care leavers accommodation located in Weymouth was a real success story.
- Police and Crime Panel would be budget setting later in the week.
- The Garfield Avenue site had been sold to a commercial operation despite the Council and CLT making a formal approach for the land.
- Dorset Council needs to make savings of twelve million pounds in its budget.
- That a new community and voluntary sector assembly was being established which would include more involvement from the Town Council

The Deputy Mayor reported that 308 Christmas hampers had been given out by the Dorchester Family Support Group.

Council rose at 8.30pm.

Mayor

APPENDIX 1

	2022/23	2023/24	2024/25
	Actual	Budget	Budget
	£	£	£
CORPORATE & DEMOCRATIC			
Members Allowance	22,618	23,500	24,440
Members Training & Travel	25	400	2,500
Civic & Ceremonial Expenses	1,963	1,000	1,000
Mayoral Expenses	11,032	12,850	13,107
Town Crier	552	600	600
New Town Crier Expenses			5,000
Election Costs			15,000
Entertaining & Gifts	125	408	420
Youth Council & Democracy Day	208	600	1,000
Office Team	214,374	229,249	244,257
Met by Precept on Taxpayer	250,897	268,607	307,324
OTHER SERVICES			
Tourism Development	8,000	8,000	8,000
Sawmills rent	8,600	8,600	8,600
To Public Realm Reserve	54,700	10,000	5,000
To Development Reserve	0	0	0
Dorchester Heritage Joint Committee	3,000	3,000	3,000
Citizens Advice	8,000	8,887	9,065
Dorchester Youth & Community Centre	21,200	21,200	21,200
To Climate Reserve	0	0	
Apprenticeships	9,177	15,000	12,000
Videographer	5,480	5,500	5,500
Debt Charges	27,399	16,752	16,104
Staff - Tourism/Community/Assistant	47,572	113,813	126,068

Total Expenditure	193,129	210,752	214,537
Treasury Interest	-29,479	-20,000	-50,000
Sawmills rent recharged	-4,300	-4,300	-4,300
Market Income	-20,287	-15,000	-25,000
Total Income	-54,066	-39,300	-79,300
Met by Precept on Taxpayer	139,063	171,452	135,237

APPENDIX 1 (Continued)

	2022/23	2023/24	2024/25
	Actual	Budget	Budget
	£	£	£
OFFICES TEAM			
Salaries	241,211	303,041	318,853
Employers National Insurance	23,655	30,377	32,523
Employers Superannuation	49,833	66,669	70,148
Training Courses	5,208	7,000	8,000
Travel & Subsistence	1,922	2,500	3,000
Ex Town Clerk	27,791		
Subscriptions (Professional Bodies)	2,843	3,800	3,800
Cleaning Materials	27	1,000	750
Rates	7,236	7,236	5,614
Gas	686	2,000	0
Electricity	3,624	4,500	4,500
Water	352	550	550
Repairs & Maintenance	831	3,400	3,400
Financial Services inc Audit, Bank & Sage	8,216	8,670	8,843
Employment Law and H & S	3,225	3,225	3,800
Legal & Professional Fees, Advertising	1,698	500	500
Insurance	29,418	34,000	35,000
Printing & Stationery	739	1,000	1,000

Newsletter	4,569	5,415	5,415
Office Equipment & IT	3,917	10,500	12,000
New Website		3,000	0
Telephones	1,718	2,000	2,000
Photocopier Charges	626	600	600
Postage	501	550	600
Total Expenditure	419,845	501,533	520,896
Recharge to Dorchester Markets Panel	-1,688	-1,800	-1,800
Net Expenditure recharged to Services	418,157	499,733	519,096
Recharged to			
Corporate & Democratic Management	214,374	229,249	244,257
Allotments	4,048	12,408	12,924
Development	47,572	113,813	126,068
Cemeteries	28,839	44,417	45,654
Parks & Open Spaces	62,471	63,836	56,156
Municipal Buildings	45,548	20,181	17,565
Cultural Activity & Twinning	15,306	15,830	16,472
	418,158	499,734	519,096

APPENDIX 2

REVENUE BUDGET 2024/25	2022/23 Actual £	2023/24 Budget £	2024/25 Budget £
Parks & Open Spaces	603,813	654,307	724,430
Allotments	4,704	15,045	22,598
Municipal Buildings	435,506	406,996	400,308
Cemeteries	33,086	68,006	55,855
Cultural & Twinning Activities	70,179	83,330	80,019
Corporate & Democratic	250,897	268,607	307,324
Other Services	139,063	171,452	135,237
Operational Budget	1,537,248	1,667,743	1,725,770
Precept	1,581,669	1,668,507	1,726,115
Transfer to General Reserves	44,421	764	345
 Subjective Analysis of Revenue			
Employees	809,061	885,665	965,728
External Payments	570,933	579,206	597,503
Transfers to Earmarked	315,900	325,100	345,600
Capital Financing Costs	27,399	16,752	16,104
Income	-173,689	-138,980	-199,166
Transfer from Earmarked	0	0	0
Operational Budget	1,549,604	1,667,743	1,725,770
 General Reserve			
Opening Balance at 1 April	118,287	100,000	100,000
Transfer from Ops Budget	44,421	764	345
To Corporate Projects Reserve	18,287	764	345
Closing Balance at 31 March	144,421	100,000	100,000
 Earmarked Reserves			
Opening Balance at 1 April	1,899,451	1,323,957	1,379,688
Transfer from Revenue	440,060	430,102	345,600
Other Income & Transfers	459,767	0	0
Expenditure from Reserves	1,247,980	535,466	386,087
Closing Balance 31 March	1,551,298	1,218,593	1,339,201
 All Reserves held at year end	 1,695,719	 1,318,593	 1,439,201
Tax Base	7,823.30	8,091.30	8,206.70
Band D Charge	202.17	206.21	210.33
O/s PWLB Debt at 31 March	£ 70,000	56,000	42,000

APPENDIX 3

Medium Term Financial Strategy	23/24	24/25	25/26	26/27	Yoy %
Revenue Budget	£000	£000	£000	£000	Change
Employees	886	966	985	1,005	2.00
External Payments	579	598	609	622	2.00
Transfers to Earmarked	325	346	353	360	2.00
Capital Financing Costs	17	16	16	15	-
Income	-139	-199	-203	-207	2.00
New/Transferred Services	0	0	0	0	
Operational Budget	1,668	1,726	1,760	1,794	
Precept	1,726	1,726	1,761	1,796	
Transfer to General Reserves	58	0	1	2	
General Reserve					
Opening Balance at 1 April	118	100	100	100	
Transfer from/to Operational Budget	0	0	0	0	
Transfer to Corporate Projects Reserve	18	0	0	0	
Closing Balance at 31 March	100	100	100	100	
Earmarked Reserves					
Opening Balance at 1 April	1,305	1,380	1,339	1,292	
Transfers/Payments in to Reserves	387	346	353	360	
Payments/Transfers out from Reserves	312	386	400	400	
Closing Balance 31 March	1,380	1,339	1,292	1,251	
All Reserves held at year end	1,480	1,439	1,392	1,351	
Corporate Project Unallocated at Year End	385	645	594	594	
Outstanding Debt at Year End	£k	56	42	28	14
Council Tax	£k	206	210	215	219
Tax Base		8,091	8,207	8,207	8,207

Notes

1. Precept assumes Council Tax rises @ 2.00% from 2025/26, no Tax Base growth
2. Any CIL receipts credited to Corporate Projects Reserve
3. Best estimate of new or transferred services, driven by cuts in other tiers
4. Operational surplus is transferred to the Climate Emergency Reserve
5. Earmarked Reserves expenditure reflects best available knowledge
6. General Reserve set at £100k
7. Further limited savings may be identified in budgets during review processes

RESERVES	Cttee	Balance	Paid In	Spend	Balance	Paid In	Spend	Balance	APPENDIX 4 Reason for holding Reserve
		Mar 23	23/24	23/24	Mar 24	24/25	24/25	Mar 25	
Earmarked Reserves		£	£	£	£	£	£	£	
Infrastructure & Equipment									
Cemeteries	Man	81,811	6,100	240	87,671	6,100	60,000	33,771	Buildings/infrastructure
MB Repairs & Maintenance	Man	52,356	10,000	54,896	7,460	12,500	0	19,960	Building works/refurb
MB Front of House works	Man	247,370	0	12,327	235,043	0	235,043	0	
Parks Premises	Man	56,831	8,000	59,000	5,831	9,000	0	14,831	Buildings/infrastructure refurb.
Play Equipment	Man	11,525	11,000	3,811	18,715	11,000	0	29,715	Equipment replacement
Great Field Reserve	Man	0	0	0	0	2,000	0	2,000	
Tree Reserve	Man	0	30,000	16,000	14,000	20,000	10,000	24,000	Tree Works
19 North Square Refurb	Pol	0	11,000	0	11,000	0	11,000	0	
Public Realm	Pol	453,280	10,000	0	463,280	5,000	0	468,280	Infrastructure refurb
Vehicles & Equipment	Man	89,457	20,000	20,000	89,457	20,000	70,000	39,457	Fleet & equipment replacement
Cultural									
Arts, Culture & Sport	Man	15,666	-11,000	4,666	-0	0	0	-0	
Christmas Lights	Man	4,420	0	0	4,420	0	0	4,420	Replace lights
								0	

Tourist Information	Pol	16,008	0	11,014	4,994	0	0	4,994	TIC Replacement Projects
Miscellaneous Reserves									
New Corporate Projects	Pol	93,100	292,065	0	385,165	260,000	0	645,165	Own or partner capital projects
Apprenticeship Reserve	Pol	7,565	0	0	7,565	0	0	7,565	
Planning Advice Reserve	Pol	18,793	0	20	18,774	0	0	18,774	Local Plan & other advice
Climate Emergency Reserve	Pol	142,267	0	130,000	12,267	0	0	12,267	Own or partner Climate projects
Graves In Perpetuity	Man	14,059	0	14	14,045	0	44	14,001	Maint. and flowers on 6 graves
Total Earmarked Reserves		1,304,510	387,165	311,987	1,379,688	345,600	386,087	1,339,201	
General Reserve	Pol	132,065	0	32,065	100,000	0	0	100,000	General Emergency Fund
Total Reserves		1,436,575	387,165	344,051	1,479,688	345,600	386,087	1,439,201	

CALENDAR OF MEETINGS 2024-25

	2024								2025				
	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL	20 MM 21 (Tu)		29		30		25		27		31		19 MM 20 (Tu)
POLICY	-		22		23		18		20		24 MS@ 1830		12
MANAGEMENT	-		15		16		11		13		17		6 (Tu)
PLANNING AND ENVIRONMENT	-	3	1	5	2	7	4	2	7 (Tu)	3	3	7 (Tu) & 28	-
MARKETS JOINT PANEL			10 (Wed) @1730						29 (Wed) @1400				
HERITAGE JOINT			23 (Tu) @1730			15 (Tu) @1730			21 (Tu) @1730			15 (Tu) @1730	
SITE VISITS	14 @				10 @ 9.30AM								

	9.30AM												
CIVIC EVENTS	21 ATM	Hardy Sun 2					Remem Sun 10						20 ATM
BANK HOLIDAYS	6, 27			26				25, 26	1			18, 21	5,26

MM Mayor Making MS Mayoral Selection Committee

ATM Formal Annual Town Meeting (it is proposed to hold an 'informal' ATM on a date to be agreed prior to the formal ATM)

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

* The dates and timing of Markets Joint Panel meetings are still to be agreed with Dorset Council

FULL COUNCIL - 25 MARCH 2024
APPOINTMENT OF NEW TOWN CRIER
RECOMMENDATION OF MEMBER PANEL

1. In November 2023, Policy Committee agreed a process for the recruitment and appointment of a new Town Crier for Dorchester. A member panel was established, comprising Cllrs Alistair Chisholm, Janet Hewitt, Stella Jones and David Taylor, in order to agree the details of the process and interview applicants.
2. Following a selection process designed by the Panel, involving interviews and public cries by 6 short-listed applicants, the preferred candidate is Mr Anthony Harrison.
3. The selection process attracted significant, positive media attention and Mr Harrison was interviewed on local radio and in the press.
4. The Panel is, therefore, **recommending the appointment of Mr Harrison as Dorchester Town Crier to Full Council for endorsement.**
5. If the appointment is endorsed, the Town Clerk will liaise with Mr Harrison with regard to the purchase of appropriate livery and to discuss the key engagements when he will be invited to attend events associated with the town council.
6. The Town Clerk will also draft a Memorandum of Understanding which both parties can sign in order to agree the requirements of the role of Town Crier.
7. The member panel recommends to Full Council that Mr Anthony Harrison is appointed to the role of Dorchester Town Crier.

Assistant Town Clerk (Corporate)

Dorchester Town Council

Dorchester Town Council

Minutes of the Planning and Environment Committee

5 February 2024

Present: The Mayor, Councillor A. Chisholm and Councillors J. Hewitt, S. Jones, F. Kent-Ledger, R. Major, R. Potter (Vice - Chairman), M. Rennie, R. Ricardo (Chairman) and D. Taylor.

Apologies: Cllrs. R. Biggs, T. Harries, L. Fry, S. Hosford, G. Jones and D. Leaper.

Also in attendance: Cllr K. Reid. Several members of the public in relation to agenda item 3, New Local Plan for Dorset.

66 **Declarations of Interest**

Councillors D. Taylor and 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.

67 **Minutes**

The minutes of the meeting of the Committee held on 8 January 2024 and ratified by Council on 29 January 2024 were noted and signed by the Chairman.

68 **New Local Plan for Dorset**

The Committee considered a report by the Town Clerk regarding the new Local Plan for Dorset. The Committee were asked to consider whether it wished to seek legal advice in regard to its objections to the Policy Dor13. It was also suggested by members that the legal advice consider the issue of land designated for employment.

The committee agreed to this proposal given the importance of ensuring that the council's future stance on the development has a firm legal basis. It was also noted that Stinsford Parish Council is arranging a meeting with Wessex Water to discuss issues in relation to the north of Dorchester proposal and two members of the committee (Cllrs Kent-Ledger and Potter) were nominated to attend.

Resolved

That the Town Clerk instructed to seek legal advice in regard of the Council's objections to Local Plan Policy Dor13.

69 Notes of Fairfield Road Task and Finish Group Meeting

The Committee noted the notes of the Fairfield Road Task and Finish Group meeting. Cllr Rennie provided an update on the project and stated that the Group was keen for the proposed enhancement works to commence soon after the completion of the current highway works at the other end of Fairfield Road. Cllr Rennie also mentioned that the Markets Panel would meet approximately a third of the cost of enhancement works, matched by equal contributions from the Town Council and Dorset Council.

70 Dorset Council Consultation: Local Transport Plan Opportunities and Issues

The Committee noted the Local Transport Plan Opportunities and Issues Consultation and agreed that Cllr Ricardo would complete the consultation on behalf of the Committee with the assistance of the Committee Clerk.

Resolved

That Cllr Ricardo complete the consultation on behalf of the Committee with the assistance of the Committee Clerk.

71 Planning Applications for Comment

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

72 Minute Update Report

There were no minute updates to report.

73 Planning Issues to Note

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 5 February 2024

Planning Applications for Comment

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

E1. P/VOL/2023/07501 Flat 6 Fordington House Lancaster Road Dorchester DT1 1NP

Works to replace section of Spanish slate with Welsh slate and replace lead ridge coping with clay ridge tiles (with variation of condition 3 of listed building consent WD/D/20/001672 - to amend ridge tile material).

No objection.

E2. P/FUL/2024/00246 Fordington Farm Alington Avenue Dorchester Dorset DT1 2AB

Erect 6 no. dwellings, form vehicular access (demolish existing outbuilding).

Objection.

The committee objected to this application as its consider the proposal represent over-development and was concerned the proposed vehicle access from Armada Way will adversely affect the existing properties either side of the entrance. There was also concern about the placing of waste/recycling bins from the new properties on the roadside on Armada Way.

Members also noted by that adjacent to the proposed unit 6 there was, until recently, large hedge along the west side of the footpath. Some of this hedgerow was removed last summer. If there were to be development on this site, we would wish to see planting to replace this section of removed hedgerow to ensure the footpath remains a green corridor. It was considered, therefore, that the proposal is contrary to Local Plan policies ENV10, ENV12 and policy COM7.

E3. P/LBC/2024/00456 2 Salisbury Villas Salisbury Street Dorchester Dorset DT1 1JY

Internal alterations to replace existing fireplace, insert & hearth.

No objection.

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

No applications received.

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

W1. P/HOU/2023/07519 39 Alexandra Road Dorchester DT1 2LZ

Removal of existing lean to extensions and erect a replacement single storey rear extension.

No objection.

W2. P/HOU/2024/00113 2 Roman Road Dorchester DT1 2QW

Remove conservatory and erect side extension and extend garage.

No objection.

W3. P/HOU/2024/00138 62 Maiden Castle Road Dorchester Dorset DT1 2ES

Erection of a timber pre-fabricated single storey granny annexe for ancillary use to the main dwelling.

The committee agreed that if permission is granted for this proposal then it would wish to see a condition included in any consent to require that the annexe be an ancillary to 62 Maiden Castle Road.

W4. P/FUL/2024/00297 2 Victoria Flats Dagmar Road Dorchester DT1 2NB

Install replacement PVCu windows.

No objection.

W5. P/FUL/2023/07198 14 Maud Road Dorchester Dorset DT1 2LW

Erect single storey extension and installation of a 24-hour prescription collection robot (demolish existing rear garage).

No objection.

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

S1. P/HOU/2023/07169 39 Grosvenor Road Dorchester DT1 2BD

Erect two storey side extension & single storey lean-to extension.

No objection.

S2. P/HOU/2023/06827 13 Herringston Road Dorchester Dorset DT1 2BS

Amended Plans

Erect side and rear single storey extensions.

Previously considered by the Dorchester Town Council Planning and Environment Committee on 8 January 2024, comment: No objection.

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

P1. P/MPO/2023/00125 Flats 1 - 6 6 Great Cranford Street Poundbury Dorchester DT1 3HQ

Modification of a planning obligation dated 20/12/2011 relating to planning permission number 1/D/09/001363 to remove the definition of 'staircasing payment' and any obligations to recycle staircasing receipts.

Objection.

The committee agreed to object strongly to this application as it was considered important that all S106 monies are allocated to the area and remain within the designated area for the benefit of local people. As evidence of need, the committee was informed by the Assistant Town Clerk that in 2023 Dorset Council's Housing Register included in excess of 4,500 households and that, of these, there were 420 households declaring a local connection to Dorchester.

For Information

FI1. P/CLP/2024/00115 62 Maiden Castle Road Dorchester Dorset DT1 2ES

Certificate of lawfulness for use of the land for siting a mobile home for ancillary use to the main dwelling. *(Previously emailed to all Councillors.)*

The above Certificate of Lawful Use Proposed application has been received by Dorset Council.

You are being notified for information purposes only.

FI2. P/NMA/2024/00279 Phase 3 Brewery Development Site, Weymouth Avenue Dorchester

Non-material amendment - to amend the description of proposed development from 196 units to 195 units (by removing Plot 11, at Bitter End); to Reserved Matters Approval No. WD/D/18/002594 (Application for approval of reserved matters for appearance, landscaping, layout & scale of outline planning permission 1/D/13/000999 (196 units) (Amended scheme)). *(Previously emailed to all Councillors.)*

The above Non Material Amendment application has been received by Dorset Council. You are being notified for information purposes only.

Notice of Appeal

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

A1. P/HOU/2023/03387 101 Damers Road Dorchester DT1 2LB

Retain raised platform to be used as garden.

Appeal Reference: APP/D1265/W/23/3332185

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

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

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

Apologies: The Mayor, Councillor A. Chisholm.

Also in attendance: Several members of the public in relation to application P/HOU/2024/00653
26 Herringston Road Dorchester DT1 2BS

74 Declarations of Interest

Councillors D. Taylor, L. Fry and 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.

75 Minutes

The minutes of the meeting of the Committee held on 5 February 2024 and ratified by were approved and signed by the Chairman.

76 Request of Support for a Trial of Rerouting the X51 Bus Service

The Committee considered a letter of request to support a trial of the rerouting of the X51 bus service through Winterbourne Steepleton and Martinstown.

The Committee felt that the loss of the service has had a negative effect, restricting employment opportunities for both people in the affected villages and people from Dorchester (in particular in respect of the care homes within the villages) and prevented students from the Thomas Hardy School sixth form from getting home in the day. The Committee also agreed that the loss of the service had discriminated against people who were unable to drive and agreed that reintroduction of the service would:

- Reduce traffic congestion and help to alleviate parking problems in Dorchester
- Bring more people to the Town from both Martinstown and Winterborne Steepleton, thus increasing support for shops and services in Dorchester.
- Enable people to get to hospital appointments in Dorchester.
- Increase employment opportunities

The Committee agreed that a letter of support should be written.

Resolved

That the Clerk to the Committee write to the Operations Manager for Somerset and Dorset at First Bus and request that they trial a rerouting of the X51 Bus Service .

77 Dorchester Civic Society – Derek Beauchamp Design Award Nomination

Cllr R. Major declared a non-pecuniary interest in this item as a relation of the architect for 4 Prince of Wales Road.

The Committee discussed potential nominations for the Dorchester Civic Society Derek Beauchamp Design Award. Cllr S Jones nominated 4 Prince of Wales Road (the former Rowan Cottage site) and Cllr M Rennie nominated 3-4 Holloway Road.

The Committee agreed that both nominations should be put forward.

The Committee also requested that thanks be given to Dorchester Civic Society for reintroducing the award scheme.

Resolved

That the Clerk to the Committee write to Dorchester Civic Society to nominate 4 Prince of Wales Road and 3-4 Holloway Road for the award and thank the Civic Society for reintroducing the awards scheme.

78 Planning Applications for Comment

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

79 Minute Update Report

There were no minute updates to report.

80 Planning Issues to Note

There were no planning issues to note.

Dorchester Town Council

Planning Applications for Comment

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

E1. P/HOU/2024/00676 34 Edison Avenue Dorchester Dorset DT1 1NY

Erect single storey extension & convert garage.

No objection.

E2. P/FUL/2024/00246 Fordington Farm Alington Avenue Dorchester Dorset DT1 2AB

Erect 6 no. dwellings, form vehicular access (demolish existing outbuilding).

(Previously considered 05/02/24 – Amended plans submitted)

Objection.

The Committee felt that the amended plans had not addressed their previous comments, which they felt were still applicable. Having seen additional comments (since the meeting of the Planning and Environment Committee held on 5 February 2024) from neighbouring residents in Armada Way, the Committee wished reiterate their concerns regarding the proposed access arrangements.

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

N1. P/LBC/2024/00642 49 South Street Dorchester Dorset DT1 1DW

Replacement of a first floor single timber sash window.

No objection.

N2. P/LBC/2024/00728 9 Flat High East Street Dorchester Dorset DT1 1HS

(It was noted at the meeting that this application is in East Ward)

Carry out internal alterations associated with relocation of kitchen, including new stud wall and part loss of existing internal wall. Retain installation of wood burning stove, repair and replacement of roof slates, lead flashing to chimney, replacement chimney pot and re-painting of external elevations and window frames’.

No objection.

N3. P/VOC/2024/00933 6 Albert Road Dorchester Dorset DT1 1SF

Erect garage, first floor extension & alterations to existing building. Erect bike & bin stores, form parking area & carry out landscaping works to include garden wall (with variation of conditions 2, 3, 4, 7 & 8 of planning permission P/FUL/2023/01834 to alter approved plans, amend existing conditions and add a new condition relating to the future demolition of the approved garage and restoration of land).

Objection

The Committee felt that should it be necessary for the garage to be removed, then the appropriate permissions should be sought at the time.

The Committee also agreed that the consented commercial use of the site (currently as a chapel of rest on the ground floor and part of first floor) should also cease on site with the removal of the garage and holding room, as they are both intrinsically linked to the chapel of rest use and again, appropriate permissions be sought for the change of use at that time.

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

W1. P/HOU/2024/00565 41 Treves Road Dorchester DT1 2HE

Gable ends taken up to form improved first floor living accommodation, Install front and rear dormer windows and Erect front porch.

No objection.

W2. P/HOU/2024/00440 17 Baynards Road Dorchester DT1 2JD

Erect single storey rear extension.

No objection.

W3. P/HOU/2024/00434 29 Celtic Crescent Dorchester DT1 2TG

Erect single storey side extension (Garage), erect front porch & veranda/covered walkway.

No objection.

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

S1. P/HOU/2024/00653 26 Herringston Road Dorchester DT1 2BS

Erect single storey rear/side extension with roof lights, Install external flue for new wood burner. Install new window to en-suite.

Objection.

The proposed extension would harm the living conditions of the of the occupiers of the attached property in terms of loss of privacy, due to its proximity to the boundary line and have and it would a significant adverse effect on the amenity through inadequate daylight, excessive overshadowing of the neighbours (at number 22) rear ground floor windows and have an overbearing impact contravening ENV.16 of the adopted Local Plan.

S2. P/VOC/2023/05853 47 Monmouth Road Dorchester Dorset DT1 2DE

Change of use and conversion of ground floor shop (Class E) to residential (Class C3). (With variation of Condition No. 1 of Planning Permission No. WD/D/19/001393 to amend the approved plans).

No objection.

S3. P/HOU/2024/00899 24 South Court Avenue Dorchester DT1 2BX

Erect Single Storey Rear Extension.

No objection.

S4. P/FUL/2024/00461 Flat 47 Monmouth Road Dorchester

Erect single storey extension and replace roof. Install replacement windows and door. Install roof lights and new window to side elevation. Alterations to parking area & widen access.

No objection.

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

No applications received to date.

For Information

FI1. P/NMA/2024/00507 129 Bridport Road Dorchester Dorset DT1 2NH

Non-material amendment - for changes to the ground floor foot print and layout and changes to fenestration; to Planning Permission No. P/HOU/2023/01129. (Demolish garage, utility room and conservatory. Erect 2 storey side and rear extension).

(You are being notified for information purposes only. Previously circulated to all councillors 14/02/24)

FI2. P/NMA/2024/00664 Greenwood Gardens Phase 3 Brewery Development Site Weymouth Avenue Dorchester

Non-material amendment - for changes to the balcony arrangements; to Reserved Matters Approval No. WD/D18/002594. (Application for approval of reserved matters for appearance, landscaping, layout & scale of outline planning permission 1/D/13/000999 (196 units) (Amended scheme)).

(You are being notified for information purposes only. Previously circulated to all councillors 14/02/24)

FI3. P/PALH/2024/00869 54 Marie Road Dorchester Dorset DT1 2LF

Erect rear extension: To extend 4.30M beyond the rear wall of the original dwelling house: maximum height 2.60M : height to eaves 2.60M.

(You are being notified for information purposes only. Previously circulated to all councillors 28/02/24)

Dorchester Town Council
Management Committee

11 March 2024

Present: The Mayor (Councillor A. Chisholm) and Councillors L. Fry, S. Jones, F. Kent-Ledger (Chairman), R. Potter, D. Leaper, K. Reid, D. Taylor and M. Rennie.

Apologies: Councillors R. Major and R. Ricardo.

In attendance:

Councillors R. Biggs and J. Hewitt.

Officers: Tony Hurley (Assistant Town Clerk – Corporate), Carl Dallison (Assistant Town Clerk – Outdoor Services) and Emma Scott (Community Development Officer).

49. Declaration of Interests

None.

50. Minutes

The Minutes of the Meeting of the Committee held on 15 January 2024, adopted by Council on 29 January 2024, were taken as read and were confirmed and signed by the Chairman as a correct record.

51. Outdoor Services – Update Report – Late Winter

The committee received the update report from the Assistant Town Clerk (Outdoor Services) with highlights including the completion of the mess facility extension and installation of air source heating at Borough Gardens, and the refurbishment of the beacon at Salisbury Field. Cllr Canning enquired about improving the appearance of the old tennis courts and Carl Dallison stated that surrounding bushes could be trimmed. Cllr Fry asked that the Outdoor Service address the poor condition of a bench on Bridport Road. Cllr Jones enquired about responsibility for cutting the grass outside South Walks House and Carl Dallison confirmed that the town council was only responsible for the strip adjacent to the line of trees on South Walks.

Resolved:

That the Outdoor Services update report for Late Winter 2023-24 be noted.

52. Carpet Bedding Design in Borough Gardens

The Assistant Town Clerk presented two design options and highlighted that the D-Day design would not be ready for the 80th anniversary of D-Day on 6th June. Cllr Hewitt did suggest the 75th anniversary of the Commonwealth but this was not supported by

members.

Resolved:

That design option 1 celebrating the 50th anniversary of Dorchester Town Council be approved for the Borough Gardens' shield bed.

53. Vehicle Procurement

Carl Dallison outlined the report and the benefits of the proposed use of a procurement framework for acquiring a new electric vehicle for the Outdoor Services team. The alternative of hydrogen powered vehicles was discussed but not considered viable. The committee expressed its support for the move to electric vehicles as a contribution to the council's carbon reduction programme.

Resolved:

- a) That the use of TPPL to undertake to a framework procurement exercise to obtain quotations for the supply of electric vehicles be agreed and that, once completed, the vehicle should be purchased.
- b) That the Policy Committee be requested to agree to release up to £70,000 from the Vehicle and Equipment Replacement Reserve to fund the purchase of the electric vehicle.

54. Dorchester Youth Council Update

The Community Development Officer, Emma Scott, presented an update on the Dorchester Youth Council (DYC), which was flourishing with a growing and diverse membership. Both Cllrs Jones and Rennie had attended recent meetings and welcomed its reinvigoration. They noted that the young people involved had grown in confidence as a result. Cllr Leaper suggested that perhaps DYC members could talk to adults in Poundbury about youth engagement and facilities. Cllr Jones suggested that any new councillors following the election in May could meet with DYC to learn more about its activities. The Mayor suggested that there be regular updates on DYC to each meeting of Full Council.

Resolved:

That the update report on Dorchester Youth Council be noted.

55. Memorial Safety Policy & Testing Programme.

The updated memorial safety testing policy and programme was considered by members.

Resolved:

That the updated Memorial Safety Policy be adopted and the proposed

monument testing programme is approved.

56. Landscaping at Fairfield Road.

Members discussed the proposed designs for landscaping works at the Fairfield Road public realm improvements. Cllr Rennie stated that the Markets Panel had seen the designs and was supportive and pleased with the level of public consultation so far. Cllr Jones suggested that any public benches should have tables with wheelchair spaces. Cllr Fry requested that the scheme include trees that would not need pollarding. Cllr Biggs stated that the scheme looked good but was concerned about night-time security for pedestrians.

Resolved:

That the Town Council undertakes future maintenance of the new Fairfield Road public realm improvements (excluding the trees) once the works are completed.

57. Proposals for D-Day 80th Anniversary

The committee considered the proposals for the 80th anniversary events on Salisbury Field and around Dorchester in partnership with local cultural organisations.

Resolved:

That the proposals for the commemoration of the 80th anniversary of D-Day be approved.

58. Grant Applications

The Committee considered various requests for financial assistance and also noted Dorchester Youth Council's comments on the applications.

Resolved:

- (a) That the South-West Dorset Multi-Cultural Network be awarded a grant of £500 towards the cost of the One World Festival in Borough Gardens.
- (b) That the William Barnes Society be awarded a grant of £300 towards an archiving project.
- (c) That Dorchester Family Support be awarded a grant of £500 towards a project to provide food parcels for local children.
- (d) That Shire Hall Museum be awarded a grant of £200 towards a youth LGBTQ+ writing workshop.
- (e) That a request from the Dorchester Sheroes project for a grant of £500 towards schools' engagement was not agreed and further information as to schools' willingness to be engaged be supplied if the application is resubmitted in future.
- (f) That the Thomas Hardy Society be awarded a grant of £500 towards the cost of staging the *Six Men of Dorset* play.
- (g) That C Side be awarded a grant of £500 towards the cost of the Express Yourself programme of art and music activities for young people.

- (h) That the Thomas Hardy Society be awarded a grant of £195 towards the cost of students attending the annual conference.

59. **Minutes of the Twinning & Cultural Activities Panel**

The minutes of the Panel were considered and noted.

Resolved:

That the minutes of the Twinning & Cultural Activities Panel be noted.

60. **Minutes of the Dorchester Arts board meeting**

The minutes of the Dorchester Arts board meeting were considered by members.

Resolved:

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

61. **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 5398 to 5405 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

62. **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.

63. **Dorchester Bowls Club**

The confidential report of the Town Clerk was discussed. Members expressed concern if any suspension of rent lasted more than one year and it was important for the club to have a plan for addressing its operating costs and exploring fundraising options. Cllr Chisholm suggested that grant recipients should be asked to attend the Annual Town Meeting to present their activities. Cllr Rennie proposed that, if the club's rent was suspended for one year, then there should be a meeting between the club's management and the Town Council (Management Committee Chair, Vice Chair and Town Clerk) so that the club could present its future financial plan.

Resolved:

- a) That the rent charged by the council to Dorchester Bowls Club be suspended for 2024.
- b) That the Dorchester Bowls Club be requested to present their future financial plans to the Chair and Vice Chair of Management Committee.

Chairman.....

Dorchester Town Council

Mayoral Selection Committee

18 March 2024

Present: Councillors R. Biggs, T. Harries, J. Hewitt (Chairman), S. Hosford, S. Jones, R. Potter, M. Rennie and D. Taylor.

Apologies: The Mayor (Councillor A. Chisholm).

1. Minutes

The Minutes of the Meeting of the Committee held on 20 March 2023, adopted by Council on 27 March 2023, were taken as read and were confirmed and signed by the Chairman as a correct record subject to Councillor M. Rennie's name being removed from 'Apologies'.

2. Public Bodies (Admission to Meetings) Act 1960

Resolved

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

3. Selection of Town Mayor – 2024-25

The Deputy Mayor reported verbally to the meeting.

Recommended

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 2024-25 Council Year.

4. Bayeux Society - President

The Committee considered correspondence from the Bayeux Society asking whether the Mayor, when appointed each year, also become the Honorary President of the Dorchester Bayeux Society should they so agree. The role was largely ceremonial and consisted of chairing the AGM held in spring and welcoming visitors from Bayeux during their biennial twinning visit.

Members felt it important that there be no confusion regarding the role and in particular that it is not confused and is completely separate to that of Society Chairman.

Resolved

That the Mayor, when appointed each year, also become the Honorary President of the Dorchester Bayeux Society on the understanding that the role is ceremonial with the main duty of presiding over the Society's AGM.

Chairman

Dorchester Town Council

Policy Committee

18 March 2024

Present: Councillors R. Biggs (Chairman), S. Biles, T. Harries, J. Hewitt and S. Hosford.

In Attendance

Councillors S. Jones, D. Leaper, R. Potter and M. Rennie.

Apologies: The Mayor (Councillor A. Chisholm) and Councillors B. Armstrong-Marshall and F. Hogwood.

46. Minutes

The Minutes of the Meeting of the Committee held on 22 January 2024, adopted by Council on 29 January 2024, were taken as read and were confirmed and signed by the Chairman as a correct record.

47. Declaration of Interests

Councillor T. Harries declared a personal interest in respect of Minute No. 56 and did not speak or vote.

48. Finance Update

Members considered a report by the Finance Officer which updated them on the financial position of the Council as at end of February 2024, the level of debt over 30 days, which was now zero, and gave details of the payments list from 1 January 2024 to 29 February 2024.

The report also included details of the Council's second of three internal audits held in January 2024. The recommendations of the internal auditor and officers responses to them were noted.

Resolved

(1) That the payments list, totalling £395,595.23, be approved.

(2) That the report of the internal auditor and officer responses to them be noted.

49. Treasury Strategy

The Committee considered a report by the Responsible Finance Officer which reviewed the Council's existing Treasury Strategy for all loan and investment activity so as to ensure that it was in accordance with relevant regulations, proper practices

and guidance. The report also proposed that the strategy be reviewed in January each year and that the Council's Financial Regulation 7.1 be amended accordingly.

Recommended

(1) That the updated Treasury Strategy, as set out in Appendix 1 to these Minutes, be approved.

(2) That the Treasury Strategy be reviewed in January each year and that the Council's Financial Regulation 7.1 be amended accordingly.

50. Members Allowances

Members had before them a report by the Responsible Finance Officer reviewing the Members Allowances Scheme.

Recommended

That the updated Members Allowance Scheme, as set out in Appendix 2 to these Minutes, be adopted and reviewed again in 2028.

51. Town Centre Working Group

Members had before them a report of a meeting of the Town Centre Working Group held on 26 February 2024. It was noted that the meeting with Dorset Council's Service Manager for growth and Economic Regeneration was scheduled for the following day.

Resolved

That the report of the Town Centre Working Group be noted.

52. Fairfield Road improvements

The Committee considered a report by the Town Clerk on the proposal to create a public space at Fairfield Road as a part of the Fairfield Road improvements undertaken by Dorset Council.

It was noted that the Management Committee had considered this matter and had agreed the proposals and that the Town Council would manage the space once completed. The total cost of the works was estimate at £90,000 and Dorchester Joint Markets Panel had agreed to investigate whether it could fund a share of the cost, Dorset Council was also looking at ways to fund a share and the Town Council was also being asked if it would consider funding a share of the cost.

Resolved

That the Council contribute to the scheme up to a maximum of £30,000, funding to come from the Public Realm reserve.

53. **Management Committee Extract**

Members considered an item referred to it from the Management Committee requesting that the Committee release £70,000 funding from the Council's Vehicle and Equipment Replacement Reserve to fund the purchase of the electric vehicle.

Resolved

That £70,000 be released from the Council's Vehicle and Equipment Replacement Reserve to fund the purchase of the electric vehicle.

54. **Carbon Reduction at the Municipal Buildings**

The Committee considered a report by the Director of Dorchester Arts on the outcomes to date of the switch to biomass and the installation of solar panels at the Municipal Buildings.

Members were pleased to note that the new systems were working well and that significant carbon reductions had been achieved.

Resolved

That the report be noted.

55. **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.

56. **Dorchester Ballet and Dance**

The Committee considered a report by the Town Clerk.

Resolved

That the proposal set out in paragraph 14 of the Town Clerk's report be agreed.

Chairman.....

DORCHESTER TOWN COUNCIL

POLICY COMMITTEE – 18 MARCH 2024

TREASURY STRATEGY

1. The Treasury Strategy was last reviewed in 2019.
2. DTC Financial Regulation 7.1 states *'The RFO will produce a Treasury Strategy for all loan and investment activity which shall be in accordance with relevant regulations, proper practices and guidance and is to be reviewed and adopted by Council each May'*.
3. However, the Secretary of State, that the proper practices are based on states *'the strategy should be presented for approval prior to the start of the financial year' (DLUHC, 2018, s15-16)*.
4. It is **RECOMMENDED** that the updated Treasury Strategy, attached to this report, is reviewed, and adopted.
5. It is **RECOMMENDED** that DTC Financial Regulation 7.1 is amended to *'The RFO will produce a Treasury Strategy for all loan and investment activity which shall be in accordance with relevant regulations, proper practices and guidance and is to be reviewed and adopted by the Policy Committee each **January**'*

Nigel Hayes
Responsible Finance Officer

DORCHESTER TOWN COUNCIL

TREASURY STRATEGY 2024/25

1 Overview

1.1 CIPFA defines Treasury Management as: *'management of the Council's cash flows, banking, money market and capital market transactions; the effective control of risks associated with those activities'*.

1.2 A council has the power to:

- Invest surplus funds for: *'any purpose relevant to its functions or for the purpose of prudent financial management'*¹.
- Participate in schemes of collective investment². It is the council's role to *'review and adopt the TS each May'* (DTC, 2023, p9).

1.3 The Department for Levelling Up, Housing and Communities (DLUHC) states a Treasury Strategy should:

- *'Comment on the corporate governance arrangements that have been put in place to ensure accountability, responsibility and authority for decision making on investment activities within the context of the local authority's corporate values'* (DLUHC, 2018, s50).
- *'State the local authority's approach to assessing risk of loss before entering into and whilst holding an investment'* (DLUHC, 2018, s.41).
- *'Be publicly available on a local authority's website'* (DLUHC, 2018, s18).

2 Introduction

2.1 Dorchester Town Council will, for the foreseeable future, owe money on behalf of its taxpayers (debt) and will routinely hold monies on behalf of its taxpayers (investments). This strategy identifies how the council, and its officers will manage debt and investments to minimise financial risk and manage its investments to achieve a financial benefit commensurate with that risk.

¹ Local Government Act 2003, s.12

² Trustee Investments Act 1961, s.11.

3 Debt

3.1 The Council currently has one loan, with the Public Works Loan Board (PWLB), that will be repaid by 2027:

2024/25	PWLB	Maturity	Interest	01-Apr-24	30-Sep-24	31-Mar-25
	Ref		%	£	£	£
2	487126	09/2027	4.625	56,000	49,000	42,000

3.2 The Council may, under certain circumstances, take on new debt, but would only borrow from the PWLB, part of the DLUHC. Any decision to borrow would be taken by the Policy Committee, that would consider the benefits of borrowing against the use of the Council's investment cash. The Medium-Term Financial Strategy currently shows no plans to borrow.

4 Investments

4.1 The Council's investments are defined as any cash held in its bank accounts, held as deposits in other bodies or in managed funds with third parties, advanced as a loan, or used to purchase bonds.

4.2 On 1 April each year, after adjusting for short term (under 1 year) debtors and creditors, the Council's investments will equal its earmarked and general Reserves. During the year this figure is supplemented by sums resulting from cashflow on the revenue budget, peaking in April and September when the precept instalments are received. There are several reasons for holding investments at any point:

- Sums arising from routine cash flow in year – short term, available when the cash flow profile requires, no longer than six months.
- A sum in the general reserve, held for emergency purposes, calculated annually as part of the budget process (24/25 £100k) to be available at 3 months' notice.
- Sums held in earmarked reserves for spending on a planned project, typically in a 1-to-5-year period.
- Sums held in the corporate projects reserve, awaiting allocation to projects or transfer to the earmarked reserve – this might be invested for up to 5 years, depending on how quickly the council wishes to review and implement its plans.

4.3 Security of the sum is the highest priority when making a decision to invest. The council does not currently take advice from professional advisors.

4.4 Payments in respect of investments, including transfers between bank accounts held in the same bank, or branch, shall be made in accordance with the DTC Financial Regulations.

4.5 The requirement of the council to have funds available to meet its revenue responsibilities is also a priority when determining the period of investment. Investments must take account of the council's cash flow requirements.

4.6 Movements between internal accounts shall be reported retrospectively to the Policy Committee.

4.7 Achieving a return on any investments is the third priority. Any investment return must be consistent with the need to preserve the security of the principle sum and meet payments owed by the council.

5 Policy

5.1 This Strategy is to be reviewed every January by the Policy Committee as part of the budget setting process.

Nigel Hayes

Responsible Finance Officer

18 March 2024

DORCHESTER TOWN COUNCIL
POLICY COMMITTEE – 18 MARCH 2024

Member Allowance Scheme

Under the Local Authorities (Members' Allowances) (England) Regulations 2003, Dorchester Town Council has the power to issue allowances to its members.

1. The Members Allowance Scheme was last reviewed in 2019, where Council agreed to continue with the 2011 Members Allowance Scheme.
2. In 2019 Dorset Council established the Dorset Parish Independent Remuneration Panel (DPIRP) to make recommendations to introduce a consistent approach to the payment of allowances across the county.
3. On the 21 March 2022, Policy Committee considered the findings of the DPIRP and agreed that having taken into consideration the scale of the councils 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. In line with subsequent pay awards, the rate for the 2023/24 financial year is £1,174.80.
4. As set out by the DRIRP, the basic allowances to be annually indexed, in line with pay inflation.
5. An updated Members Allowance Scheme is attached.

It is **RECOMMENDED TO COUNCIL** that the updated Members Allowance Scheme it adopted, to be reviewed in 2028.

Nigel Hayes

Responsible Financial Officer

DORCHESTER TOWN COUNCIL
MEMBER ALLOWANCE SCHEME

Dorchester Town Council, in exercise of the powers contained in the Local Authorities (Members' Allowances) (England) Regulations 2003 makes the following scheme:

1. Parish Basic Allowance

- Elected members of Dorchester Town Council receive a basic allowance to recognise the time devoted to carrying out their work as councillors, including attendance at meetings, and civic activities. It is also intended to cover incidental costs such as in-area subsistence, use of members' homes, private telephones, and any IT consumables.
- In 2019 Dorset Council established the Dorset Parish Independent Remuneration Panel (DPIRP) to make recommendations to introduce a consistent approach to the payment of allowances across the county.
- On the 21 March 2022, Policy Committee considered the findings of the DPIRP and agreed that having taken into consideration the scale of the councils 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.
- As set out by the DRIRP, the basic allowances will be annually indexed, in line with pay inflation.

2. Parish Travelling and Subsistence Allowance

- The Parish Travelling and Subsistence Allowance shall only be payable for attendance at approved duties outside the town boundary.
- The council will only pay allowances in connection with the performance of an ongoing or specific role approved by the council.
- The allowance paid will be consistent with the approved scheme for officers of the Town Council at the time that the allowances was claimable.

3. Claims and Payments

- The basic allowance shall be paid monthly through payroll, subject to PAYE and National Insurance regulations in place at that time.
- Claims for payments of Parish Travelling and Subsistence Allowance shall be paid through the payroll system.

4. Records of Allowances

- Records of Allowances made will be available for inspection by any local government elector for Dorchester, with a copy of such records provided on request.

- The council will publish a notice on its website stating the sums paid annually to each councillor in respect of the Basic Allowance.

5. Non-Payment of Allowances

- Members may, if they wish, forgo all their entitlement to the basic allowance by giving notice in writing to the Responsible Financial Officer.
- Where a member is suspended, or partially suspended from their duties as a Dorchester Town councillor, in accordance with Part 3 of the Local Government Act 2000, or regulations made under that part, the parts of the allowances payable to them in that period shall be withheld.

6. Other Allowances

- The council pays no specific Chairman's Allowance. Separate to this scheme of allowances, the council does retain a c. £12,000 budget to enable the Mayor to fulfil their duties. Part of this is paid direct to the Mayor, through payroll, and subject to PAYE and NI deductions

Last Reviewed: 25 March 2024

Next Review Due: March 2028