



Dorchester Town Council

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6 July 2022

Agenda for the meeting of the **Management Committee** which will be held in the **COUNCIL CHAMBER** at **THE MUNICIPAL BUILDINGS, HIGH EAST STREET, DORCHESTER** on **MONDAY 11 JULY 2022** commencing at **7.00pm**.

Steve Newman
Town Clerk

Public Speaking and Attendance at the Meeting

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

Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose interests where appropriate. A Member who declares any interest must leave the room. A Member who declares a registerable interest as a Council nominee to a partner organisation may first address the meeting as a member of the public.

Membership of the Committee

Councillors A. Canning, L. Fry, S. Jones, F. Kent-Ledger (Chairman), D. Leaper, A. Lyall, R. Major (Vice-Chairman), R. Potter, M. Rennie, R. Ricardo, D. Taylor and The Mayor ex-officio.

Agenda

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

To read, confirm and sign the Minutes of the meeting of the Committee held on 9 May 2022 (adopted by Council on 24 May 2022). A copy of the Minutes can be found at <https://www.dorchester-tc.gov.uk/Committees/Management+Committee/Minutes>

4. Cycling Without Age (CWA) – Grant Application

At the last meeting of the Committee it was agreed “that the grant application from Cycling Without Age should not be agreed at the present time but that the application be considered again if further information is provided in respect proposed routes, evidence of need, sustainability etc.”

The Committee will be asked to welcome Des Lochrie (Chairman of CWA England and CWA Weymouth, Keith Johnson (Trustee) and Cheryl Prosser to the meeting who will speak in support of their application and respond to Members detailed questions.

The original grant application is enclosed. Members have previously been supplied with a copy of a Research & Evaluation report.

5. Property Site Visits

To consider the notes of the Site Visits meeting held on 7 June 2022 (enclosed).

6. Management Arrangements – Outdoor Services

To receive the Outdoor Services update report (enclosed).

7. Borough Gardens Family Picnic

The Mayor is looking to organise a family picnic in the Gardens for Ukrainian families and anybody else who wishes to attend. The event is to be held on Ukraine’s National Day - Wednesday 24 August 2022. The Committee is asked to support this event and to consider contributing £500 to cover the cost of some live music and other free entertainment on the day.

8. Grant Applications

To consider the following applications for financial assistance:-

- (a) Dorchester Sawmills Scout and Guide Hall (application enclosed)
- (b) Dorset Carers Hub (application attached)
- (c) Dorchester Poverty Action (application attached)
- (d) Volunteer Centre - Casterfridge Community Fridge – Feedback and Application enclosed)

The Council’s existing grants policy is also enclosed.

9. Cemetery Matters

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

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

(b) Headstones and Inscriptions

To confirm the action taken by the Town Clerk in approving applications for the design of headstones and inscriptions received since the last meeting of the Committee. The Register of Memorials will be available to view at the meeting.

10. Public Bodies (Admission to Meetings) Act 1960

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

11. Fordington Green

(a) Easement - To consider further detail from Jurassic Fibre (enclosed).

(b) Use of the Green – To give some consideration to the use of the Green.

12. The Great Field

To consider a report by the Town Clerk (enclosed).

13. The Borough Gardens at Christmas

To consider a report by the Town Clerk (enclosed).

14. Dorchester Bowls Club

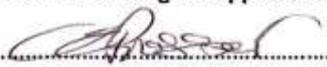
To receive an update from the Town Clerk.

**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	CWA Weymouth charity number 1185158 Cycling without Age (CWA)
2. Name and address of responsible officer who should be contacted regarding this application.	Name CHEYL PROSSER Address [REDACTED] DORCHESTER DORSET Tel: _____ (Mobile) [REDACTED] Email: <u>cherylcyclingwithoutage@gmail.com</u>
3. Address where activities are based.	AROUND DORCHESTER AND POUNDBURY
4. What area (community) is served?	Currently in Weymouth, Portland and Bridport looking to expand into Dorchester
5. Are there any other similar facilities or services provided in the area/district?	No - C.W.A. will be the first and pioneering service for the local residents of Dorchester.
6. How does your organisation / activity benefit the residents of Dorchester	Cycling without age is a registered charity with the slogan objective "Everyone has the right to wind in their hair" it really provides miles of smiles. The charity Provides a free service to all ages with limited mobility or socially isolated CWA is inclusive and environmentally aware See Appendix A.
7. Present charges/ subscription/fees. Please attach schedule if available.	A FREE SERVICE
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	NO CHARGE

gmail.com

Poundbury

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<p>This free service is for the whole community. The Trishaw can take 2 passengers and 1 Rider Pilot, so passengers can take a friend/Relative if they would like and stop for a coffee or ice-cream too. Everyone from seniors to children can get out into the fresh air. Continued in Appendix B.</p>
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>The charity is sustainable for the foreseeable future due to sound management (see attached accounts & extra information) Appendix C.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>1 x Trishaw to be purchased from Copenhagen (takes 2-3 months) then volunteers to be trained. Hope to be ready to go by mid-september.</p>
12.	<p>Please give details of the cost of the project.</p>	<p>For ONE TRISHAW AND 2 Batteries plus insurance £12,000.</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>No grants as yet applied for from anyone else. £2,000 will be covered by charities current funds. (see Appendix C)</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£10,000</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>Any other relevant information. Appendix D. SHOULD THIS GO WELL WE WILL FUNDRAISE FOR A SECOND TRISHAW</p>
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....</p> <p>Position Held.....<u>Lead volunteer for Dorchester & Blandford</u> To be voted onto trustee's at Weymouth or next meeting</p> <p>For and on behalf of.....<u>CWA Weymouth</u>..... Date.....<u>30/3/22</u></p>	<p>for this area too.</p>

Appendix A

1. Cycling without age is a global initiative with local chapters. Each chapter is a constituted group with its own policies and procedures. Cycling Without Age Weymouth waits own trustees, constitution and bank account. It shares its branding and operational ethos with the global organisation. CWA Weymouth currently has two Trishaws in Weymouth, one Trishaw in Portland and One in Bridport. We would like to expand into Dorchester and Poundbury. Cheryl Prosser (grant applicant) would sit on our board of trustees to represent the interests of Dorchester and Poundbury and lead the team of volunteers there.
2. "Cycling Without Age Weymouth" currently provides Trishaw rides for people who struggle to get out and enjoy the open air, due to reduced mobility, dementia, social isolation, vision impaired, hearing impaired, disabled, those needing mental support, those who are lonely etc. of all ages. They use a Trishaw to provide free rides to give these people a chance to enjoy the outdoors and the social interaction from the rider, known as the 'pilot'.
3. This project addresses the social isolation and loneliness for those with reduced mobility. The project is open to all regardless of income and is provided free. Passengers and carers can request a ride through contact with a charity phone, e-mail and social media. Referrals by local organisations can also be made if appropriate. Stigma is reduced as this service is open to all. Due to the Coronavirus Pandemic many people have lost connections with their community and are nervous to go out. This enables them to experience the fresh air and interact with others in an enjoyable way.
4. We are looking for a grant to purchase our first Trishaw. This will be used and maintained by our charity for continued use many years to the benefit of Dorchester and Poundbury residents.
5. This project impacts people's mental and physical wellbeing of all ages.
6. The primary outcome we hope tackles disadvantage and exclusion and reduces isolation.
7. The secondary outcome are the benefits to health and wellbeing.
8. From our current experience in Weymouth we are confident this project will provide the opportunity for local residents to enjoy the following positive changes:
 - a. More people accessing the outdoors
 - b. Shared experience between carers and clients, friends and relatives.
 - c. Stimulating past memories from the local environment and generating future memories.
9. Currently Weymouth record the number of passengers who access the service on a Monthly basis (see next page). They collate feedback from passengers, including quotes and anecdotes from their Trishaw ride. Our volunteer pilots witness the positive change that takes place during and on completion of the ride. They have seen improved communication, facial delight, increased interaction between passengers and those they see around them on the ride. Listed below are some examples of feedback.

"You and your team really made a difference and my life is better for the experience already"

"Having been out for 40minutes I feel more alive and happier within myself"

"I have found the ride in the Trishaw liberating and I feel free again - it was very therapeutic."

'I loved that other people out walking looked at me and smiled and some waved, it was so lovely to interact with so many people".

10. We are in the process of approaching local businesses to establish a small storage facility for the Trishaw.

11. All volunteers are trained in the use and safety of piloting a Trishaw. DBS checks are also undertaken.

Passengers	Upto end Feb 2022						Total
	2019	2020	2021	2022	2023	2024	
WEYMOUTH	99	297	690	75	0		1161
PORTLAND			226	26	0		252
BRIDPORT			63	7	0		70
	99	297	979	108	0	0	1483
Weymouth Trishaw arrived			Oct 2019		Volunteer	Pilots	in training
Portland			May 2021			22	14
Bridport			Sept 2021			6	2
						5	0
						33	16



WEYMOUTH

Cycling without age Weymouth

Tel 07867937700

Email des@cyclingswithoutage.org.uk

Charity No 1185158



Who we are:

We at "Cycling Without Age Weymouth" aim to reach and improve the lives of elderly people and people with disabilities in making nursing homes and care facilities a place of joy and continued mobility. We believe that life can and should be beautiful even if you're close to a hundred years.

What drives us:

We take elderly people and people with disabilities out for a Trishaw ride - through the town, to the water and the countryside. We break them free from social isolation. Make them smile. Bring back their memories. And let them be part of society again and thereby renew their appetite for life itself. We give them the right to wind in their hair. But it's not only about passengers. It's also about the volunteers.

The pilots:

"Cycling Without Age Weymouth" is probably less about volunteering in the traditional sense of the word - and more about active citizenship. Citizenship driven by a desire, to get involved, and to make a real difference for someone. It's about creating relationships between people.

Our guiding principles

Generosity:

Generosity permeates every single activity in Cycling Without Age Weymouth and works its magic at many different levels.

Slowness:

Slowness allows you to sense the environment, be present in the moment and it allows people you meet along the way to be curious about "Cycling Without Age Weymouth".

Storytelling:

We tell stories, we listen to stories of the passengers on the Trishaw and we also document these stories when we share them via word of mouth or on social media.

Relationships:

We create a multitude of new relationships across any border in our society. Without Age: We let people age in a positive context - fully aware of the opportunities that lie ahead when interacting with their local community.

Whilst we are a new chapter in Weymouth other Cycling Without Age Groups have completed Specific Studies on the impact of Cycling without age please click links below or look up on the website the following.

Heriot Watt University "Cycling without Age "evaluation report 2018

http://www1.hw.ac.uk/mediaservices/pageflip/CWA_Evaluation_Report_2018/

Karla Salas impact study on Health and well being

<https://thehood.cyclingwithoutage.org/uploads/db0384/original/1X/a7cfb3e2eddb79810eb0a6a807cf90816165ad2e.pdf>

CWA SINGAPORE our Impact story (Steward Red Queen)

<https://drive.google.com/file/d/1R0PznT41eglcJqNbB5CDxd7zOii4-Sbz/view?usp=sharing>

To the Cycling Without Age Weymouth community

"A brand is a living entity, and it is enriched cumulatively over time, the product of a thousand small gestures." Michael Eisner, CEO Disney Corporation

Our identity affects how people think and feel about Cycling Without Age Weymouth and is largely formed by what we do - improving the lives of elderly people and people with disabilities in making nursing homes and care facilities a place of joy and continued mobility. As ambassadors we are the keepers of our brand. Our actions and stories make it flourish. We are creating this brand as a guide and inspiration for you in your daily work. It helps us as a community to communicate a clear and strong message. Together we can make the world a more joyful place. Let's live our passion and let people from all over Dorset to find that spark too. The idea of Cycling Without Age Weymouth is simple. The effects are profound.

Cycling Without Age Weymouth Receipts and Payments Account

As At

For the year from	01/04/2021	To	26/03/2022
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Receipts and payments

	31/03/2019/21	26/03/2020/22
Unrestricted funds	Unrestricted funds	Unrestricted funds
Receipts	£	£
Donations, legacies and similar income		
Donations	5,042	5,423
sponsorship	11	3,000
Go Fund me	623	1,124
Sub total	5,676	9,548
Grants		
Inclusion Grant		
Community Grant	7,845	-
Other grants	5,000	5,000
Gift Aid	216	3,249
sponsors	2,076	2,199
Sub total	15,137	10,448
Fundraising (gross)		
	-	-
Sub total	-	-
Investment income		
Bank interest	-	-
Sub total	-	-
Total Gross Income	20,813	19,996
Asset and investment sales, etc.	-	-
Total receipts	20,813	19,996

1 LT700002 (1st January 2017)

Statement of assets and liabilities at the end of the year

	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	5,393	747
Bank deposit account	-	10,000
Cash/Floats	115	-
Total cash funds	5,508	10,747
Other monetary assets		
Sub total	-	-
Investment assets		
Sub total	-	-
Non monetary assets for charity's own use		
Trishaw	15,365	18,421
Sub total	15,365	18,421
Liabilities		
Cheque not cashed	-	-
Sub total	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature
Des Lochrie
Russell Gibson

Print Name	
Chairman	Desmond Lochrie
Treasure	Russell Gibson

Cycling Without Age Weymouth Receipts and Payments Account

As At

For the year from	01/04/2020	To	26/03/2021
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Receipts and payments

	Unrestricted funds £	Unrestricted funds £
Payments		
Charitable Payments		
Insurance	784	1,229
First aid Kit	5	-
Bike Accessories/services	351	1,200
Spare Battrey	-	1,884
Gift Aid refund	-	-
Keys	6	-
Stationary	-	-
Phone	10	30
Trishaws/Batteries	15,552	9,133
Other	25	1,080
Sub total	16,733	14,557
Fundraising expenses	-	-
Sub total	-	-
Total Gross Expenditure	16,733	14,557
Asset and investment purchases, etc.	-	-
Total payments	16,733	14,557
Net of receipts/(payments)	4,080	5,439
Cash funds last year end	-	-
Cash funds this year end	4,080	5,439

Notes of a Site Visit held on 7 June 2022 at 9.30am.

Sites visited – Poundbury Cemetery, Maiden Castle Play Area, Fortress Green, Edward Road Play Area, King’s Park Play Area and Red Cow Farm Open Space and Allotments Project.

Attending: The Mayor (Councillor J. Hewitt) and Councillors R. Biggs, F. Hogwood, S. Jones, F. Kent-Ledger, D. Leaper, R. Potter and M. Rennie.

Steve Newman, Deputy Town Clerk.
Carl Dallison, Outdoor Services Manager.

1. Poundbury Cemetery

The Group viewed the green burial area and were pleased to see that a selection of wildflowers were now growing.

Members were also informed of the new method of grave digging which involved removing the spoil from the graveside for the burial.

In regard to the road side wall it was felt that a plan should be drawn up to reduce the height of the wall so as to reduce the required ongoing maintenance. Consideration could then be given to establishing a new area for plaques or alternative burial options. It was felt that as the amount of space was limited and the burial buildings were still in use, that no further action should be taken at the present time in respect of converting the building to housing. This option of adding solar to the roof should however be investigated.

Those present also felt that it would be useful to have a site visit to Weymouth Crematorium cemetery at some stage to view the various different burial options offered at the cemetery.

2. Maiden Castle Play Area

Members viewed the play area and associated open space. The plans for a BMX / Bump Track submitted by local residents were viewed and it was agreed that the option which required no change to the goal posts would be the preferred option. It was noted that there was a need for the Council to retain an area for organic waste towards the top of the open space.

3. Fortress Green

The Group inspected the green open space Fortress Green. It was noted that some tree planting had taken place on the Green but that there was still room for more.

Members felt that as well as additional tree planting, the area would benefit from some managed ‘wilding’ so as to aid biodiversity.

4. Edward Road Play Area

Members viewed the play area at Edward Road. It was noted that the equipment and fencing was wearing and would need improving in the near future. The Deputy Town Clerk reported that the lease for the area was coming to an end the following year and the play area seemed to have very little use.

Members agreed that contact be made with the freeholder of the land in regard to their intentions for the land prior to the Council considering its options for the future.

5. Kings Park Play Area

The Group visited Kings Park Play Area which was a well used play area for younger children. There had been no significant investment in the play area for a number of years and Members felt that this should be addressed when considering the priorities for new play equipment investment around the town.

6. Red Cow Farm Lubbecke Way

Members visited the allotment site which had been provided as a part of the Red Cow Farm Development at Lubbecke Way. The Deputy Town Clerk reported on the proposal for the GAP project to take a sub-lease of the site once the Town Council had received its head lease from the Duchy of Cornwall. It was noted that the GAP project was seeking planning permission for the provision of a cladded container, composting toilet, raised beds and polytunnel.

The group was supportive of the project.

Meeting closed 12.26pm.

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11th July 2022 OUTDOOR SERVICES UPDATE REPORT – Early Summer

This report has been prepared whilst the country continues to work under newly reduced government guidance for safe working practices during the Covid 19 outbreak. Whilst governmental control and best practice guidance has been reduced, requirements under the Health and Safety at Work Act continue to have an effect on the team and work practices have been amended in such a way so as to: -

- **Safeguard the public**
- **Safeguard staff health both in and away from work**
- **Maintain services**
- **Provide a good maintenance regime in Parks and Open spaces**

1. The late spring period saw cool mainly dry weather predominate which was followed by warmer and dry into early summer. Routine grass cutting commenced in April when grass growth was strong but the drying trend very quickly started to suppress grass growth with many species going to flower early. Routine grass cutting frequency was slowed in mid-June to take account of this and cutting heights have been increased as, in the main, by early July the ground was in drought condition.

2. The Borough Gardens team have completed annual bedding tasks within the site and more widely in the town centre assisted where necessary by the outdoor services staff. This has increased the display within the gardens with bright flowers featuring in the grassed areas.

At the May meeting of the Management Committee, it was reported to members that works to level and seed the area around the lower Yew tree had proceeded well, with good germination and cutting commencing. New flower beds were cut into the grass in June, being located and shaped to provide a great display but also to allow space for safe high access to the yew tree that requires at least annual trimming. These beds were planted for the first time in June and the grass is now under a weekly cutting regime.

The Platinum jubilee celebrations saw the gardens very heavily used for the whole of the 4-day period with two very busy days when a celebration event for families was held followed by a live screening of the main Jubilee concert. Visitor numbers were very high and the gardens coped very well with feedback being very positive and there being very little wear and tear arising.

The Carpet bed in the gardens was completed in June featuring the main Jubilee logo. As usual the bed will improve as the summer goes on, plants fill out and close clipping defines the design fully.



Completed Yew Bed in Borough gardens



Platinum Jubilee Carpet Bed

3. Cemeteries

The number of full burials has increased a little over the period, the number of burials of cremated remains continues to be around average for the time of year.

The practice of Town Council staff dressing graves for burials and supplying trestles and earth boxes was re-instated in late June after being suspended as part of Covid management procedures.

Councillors should be comfortable that currently, staff resources and management practices have maintained capacity for all burials, allowing them to continue without the need to re-schedule timings or request help with excavation from others and it is expected this will continue to be the case.

Grass cutting of the wildflower areas in Fordington cemetery will take place in July this year as the drought conditions have prompted early seeding from desirable species.

4. The Great Field

Officers of the Town Council have continued to be involved in elements of the development and delivery of the play area and overall field layout. Ongoing snagging works to the play area were continuing at the time of writing.

Town Council play inspection trained staff are now inspecting equipment on a weekly basis and feeding back any issue to the Outdoor Services Manager who in turn is working with the Duchy Officers to effect repairs etc. The relationship is good and effective.

The formal opening of the site by HRH Prince of Wales went very well, the site being opened by a ribbon cutting followed by classes of children from local schools enjoying the new equipment.

Since opening the area has proved very popular and is heavily used at times.

The Town Council has provided x6 litter bins in the play area, these appear sufficient to cope with the quantities of waste deposited given that routine emptying by Town council staff has been increased to 7 days a week. Birds pulling material from the bins has been identified as a problem and screens to deter birds are in the process of being fitted to resolve the issue.

Away from the play area, the Town councils Skilled Maintenance Worker has fabricated new double litter/dog waste bins and sited them on the field after a review of the original bin placings, as agreed with the Duchy. By making these in house there was a considerable saving on the revenue materials budget. The double units have resolved the issue of the single bins being too small and waste overflowing.

Routine maintenance of the great field will continue to be carried out by the Duchy's contractor for the coming year, discussions are ongoing regarding maintenance regimes to ensure continuity and ongoing improvement after handover.

5. Biodiversity

Kings Road tree planting area

The circular woodland walk path through planting phases 1 and 2 is being very well used as a walking route, in addition, smaller winding paths cut through the trees, are also proving popular. Use of the area has increased with many people deliberately walking in the planted area to enjoy the trees. The very dry spring and early summer has proved challenging for the trees but regular watering has helped them continue to grow during this period. All water for irrigation has been sourced from the Council's borehole at Weymouth Avenue so avoiding use of treated water which has a higher carbon footprint. Heavy watering of the whips was followed by an additional application of woodchip mulch, sourced from Town Council operations, which will continue to suppress weeds and conserve moisture in the soil.

Green hay

Another crop of green hay (wildflowers allowed to set seed) will be allowed to grow in parts of Weymouth Avenue cemetery. This will then be cut and collected before being spread on bare soil areas created at Kings Road to allow naturally occurring very local wildflower seed to fall into the soil and germinate so inoculating the very monocultured grass sward that was formerly a sports pitch with wildflowers.

In addition to the above material from the wildflower section at Fordington cemetery nearby will also be utilised.

Lubbecke Way

The grass area at Lubbecke has had its management changed to allow for the development of wildflowers which provide numerous benefits to wider biodiversity. Areas have had mowing margins and routes cut through them, following traditional the desire lines of walkers etc and to and from seats located on the site. In addition, areas have been left around the bases of and between trees to allow for safe corridors for the many species using the trees to move through the site safely as well as providing additional food and habitat. This site is particularly valuable given the proximity of the river adjacent to it.

6. Kings Road Steam Engine

Councillors will be aware of the ongoing renovation to this very popular item of play equipment. All structural works have been completed and the structure painted in colours to both reflect the heritage of the engine as a former working machine and also to appear bright and cheerful in its new life as a piece of play equipment. It is intended that there will be a formal opening involving the Mayor to celebrate the renovation. Discussions are also being held with a local Traction engine owner to investigate the possibility of their machine visiting the site on the day of the opening.



Carl Dallison
Outdoor Services Manager
Dorchester Town council

DORCHESTER TOWN COUNCIL GRANT APPLICATION FORM

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorchester Sawmills Scout and Guide Hall
2.	Name and address of responsible officer who should be contacted regarding this application.	<p>Name Sarah Gregory Address 7 Steepleton Water Winterborne Steepleton, DT2 9LN</p> <p>Tel: 01305 889165 (Mobile) 07723 929181</p> <p>Email: sarahsinger13120@gmail.com NOTE – There are more senior committee members & scout leaders you can refer to if required</p>
3.	Address where activities are based.	Dorchester and West District Scout and Guide Hall Sawmill Lane, Weymouth Avenue DT1 2RZ
4.	What area (community) is served?	Dorchester and surrounding area
5.	Are there any other similar facilities or services provided in the area/district?	No
6.	How does your organisation / activity benefit the residents of Dorchester	The hall provides a venue for the local Guides and Scouts and associated groups.
7.	Present charges/ subscription/fees. Please attach schedule if available.	See accounts attached and notes titled “our accounts”
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	_____

9.	<i>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</i>	Scouts and Guides take part in a balanced programme that helps them to find out about the world in which they live, encourages them to know their own abilities and the importance of keeping fit, and helps develop their creative talents. It also provides opportunities to explore their own values and personal attitudes.
10.	<i>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</i>	We are currently looking at grants and fundraising within our organisation.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	2022/2023 2022/2023
12.	Please give details of the cost of the project.	The annual camp is one of the main activities each year, it offers significant opportunity for personal growth and development. The costs associated with the camp increase each year and the tents provided are getting to stage of needing replacement. The cost of each bell tent is around £500 and we would like to start replacing them on a rolling programme.
13.	<i>Please give details of other grants awarded or applied for.</i>	Currently exploring: Hall and Woodhouse Visual impact and National grid and will research others
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....Sarah Gregory</p> <p>Position Held.....Section Assistant</p> <p>For and on behalf of...Dorchester and West Scout and Guides Date...21 June 2022</p>	

Our accounts

Please note the accounts are looking healthy at the moment due to the efforts of the Hall Committee in obtaining Covid grants.

However please be aware that energy prices have risen sharply along with other costs. We also, along with other site users have to cover the pending costs of repairs to the badly damaged road leading to our Hall and the other units.

A few years ago we had an emergency issue with the building which we couldn't meet with our existing funds and had to fund raise. This was a stressful time and having survived it, the Hall now keeps funding to one side for such future emergency issues.

Bearing in mind the above, we are in the process of planning separate fundraising for the disabled toilet and applying for grants where we can.

Sawmills Scout and Guide Hall Management Committee - Accounts 2021 - Summary

Current Account

Opening Balance (as of 31/12/2020):	15,240.13
Total Income 2021:	8177.78
Total Expenditure 2021:	3574.11
Net Gain/Loss:	4603.67
Balance Carried Forward:	<u>£19,843.80</u>

Investment Account

Opening Balance (as of 01/01/2021):	633.25
Total Income 2021:	4.56
Total Expenditure 2021:	
Balance Carried Forward:	<u>637.81</u>
Total Balance Carried Forward:	<u>£20,481.61</u>

Sawmills Scout and Guide Hall Management Committee - Accounts 2021 - Income

Opening Balance (as of 31/12/2020): 15240.13									
Date:	Guides	Rainbows	Scouts (CENTRAL)	DATSA Rangers	Interest	Fundraising/Grants	Hall Hire	Other	Notes
17/6/21								8000.00	COVID Grant
30/6/21					7.16				
27/8/21							160.00		Paid in by D. New
31/12/21					10.62				
Sub Total:	0.00	0.00	0.00	0.00	17.78	0.00	160.00	8000.00	
Total Income 2021:	8177.78								

Sawmills Scout and Guide Hall Management Committee - Accounts 2021 - Expenditure

Opening Balance (as of 31/12/2020): 15240.13							
Date:	Water - Wessex Water	Electric - SSE	Precept - SDA	Insurance - David Uphall	Fire Extinguisher Servicing - PD Fire	Hall Maintenance	NOTES
29/1/21			£1,549.80				Invoice needs adding - CHQ no: 586063
20/4/21		266.47					
16/6/21		251.47					
5/10/21		302.76					
12/11/21	36.66						Paid to R. Milford (Judo Club)
12/11/21						102.42	Paid to D. New
13/12/21					146.40		Paid to Central Dorchester Scout Group
13/12/21		287.95					
13/12/21				730.18			
Sub Total:	36.66	1008.65	1549.80	730.18	146.40	102.42	
Total Expenditure 2021:	3574.11						

Sawmills Scout and Guide Hall Management Committee - Accounts 2021 - Savings

Opening Balance (as of 01/01/2021): 633.25				
Date:	Details	Money In	Money Out	Notes
1/1/21		4.56		Interest
Sub Total:		4.56	0.00	

Balance Carried Forward: 637.81

Account Statement Received Annually in January

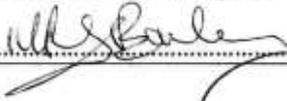
**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorset Care Hub
2.	Name and address of responsible officer who should be contacted regarding this application.	Name MARK WATSON Address 48 South St Dorchester Tel: _____ (Mobile) 07989 306322 Email: <u>dorsetcarehub@gmail.com</u>
3.	Address where activities are based.	AS ABOVE
4.	What area (community) is served?	Dorchester & surroundy villages (Unpaid cares)
5.	Are there any other similar facilities or services provided in the area/district?	NO
6.	How does your organisation / activity benefit the residents of Dorchester	Advocacy Be-granting Community lounge
7.	Present charges/ subscription/fees. Please attach schedule if available.	N/A.
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	N/A

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<p>Public Living room a place to talk, make new friends, reduce social isolation encourage community cohesion inter-generational.</p>
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>Yes</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>30. 6. 22 ongoing</p>
12.	<p>Please give details of the cost of the project.</p>	<p>£200 Teer urn. £300 Shelves</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>none as Teer.</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£500</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....<i>[Signature]</i>.....</p> <p>Position Held.....<i>Co-founder</i>.....</p> <p>For and on behalf of <i>Dorset Green Hub</i> Date <i>13. 6. 22</i></p>		

**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorchester Poverty Action
2. Name and address of responsible officer who should be contacted regarding this application.	<p>Name: Margaret Barker Address: 43Bridport Rd, Dorchester DT1 2NG</p> <p>Tel: <u>01305 260959</u> (Mobile) <u>07809027990</u></p> <p>Email: drmargaretbarker@gmail.com</p>
3. Address where activities are based.	The work is all done from our homes
4. What area (community) is served?	DT1 and DT2 addresses but we have now started a new DT2 fund so that we can serve the rural area equally, regardless of what grants we receive for DT1
5. Are there any other similar facilities or services provided in the area/district?	The Anglican church has a Relief in Need charity and we in partnership with them, as far as possible
6. How does your organisation / activity benefit the residents of Dorchester	We make grants to individuals and families in need, where a small grant can make a significant difference. Our grant requests must come from recognised helping agencies who know the applicants' circumstances.
7. Present charges/ subscription/fees. Please attach schedule if available.	N/A
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. <i>(Continue on a separate sheet if necessary.)</i></p>	<p>Rach year towards the end of the long school holiday, DPA gets requests for help to purchase school uniform, sometimes including school shoes too. We costed this last year to be £100 per child if shoes were needed or £50 if not.</p> <p>When children returned to school after Covid lockdowns TC allowed us £500 towards these costs and it made a big difference to us and therefore to the families as we did not have to be penny-pinching in our responses. We would like this to be repeated this year, in view of the larger numbers of families in need.</p>
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>In normal years it has not been a problem to us to cover costs.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>The run-up to the return to school in September and ongoing into the autumn term.</p> <p>Probably autumn half-term or at latest Christmas</p>
12.	<p>Please give details of the cost of the project.</p>	<p>As above - £50 per child plus further £50 if shoes needed</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>Our income comes from several sources but, in view of the sudden surge of requests for help we are receiving we have asked the Roberts Trust and the Poundbury Community Trust for help.</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£500 if possible, please.</p>
15.	<p>Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i></p>	
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)..... </p>	

Dorchester Poverty Action
Accounts 1st April 2021 to 31st March 2022

Movement in funds	21/22	20/21
	£	£
b/f	58,516.84	39,065.93
Income	39,076.51	57,340.19
Outgoing	37,120.64	37,889.28
Balance 31/03/2022	<u>60,472.71</u>	<u>58,516.84</u>
Represented by		
CAF Bank current account	30,378.11	28,516.84
Shawbrook Bank 60 Day Account	30,094.60	30,000.00

Income & Expenditure 1st April 2021 to 31st March 2022

Income	£	20/21, £
Individuals	11,171.60	12,946.00
Stripe (Note 1)	8,975.03	17,329.94
Stewardship / CAF	1,654.00	1,585.00
Churches	1,005.00	1,848.25
Groups (Note 2)	9,187.78	15,523.00
DT2	1,965.00	0.00
Poundbury Community Trust	2,500.00	2,500.00
Food Bank	0.00	2,000.00
Sundries	2,523.50	3,608.00
Interest	94.60	0.00
Total Income	39,076.51	57,340.19
Expenditure		
<u>Charitable Activity</u>		
Grants from general fund	16,786.03	18,370.82
Grants from DT2 fund	1,965.00	0.00
Fuel grants	6,300.00	3,500.00
Poundbury grants	2,531.00	2,469.00
School Uniform grants	950.00	0.00
Citizens Advice grants	466.00	378.00
Grants for Co-op Vouchers	7,000.00	12,460.00
Sleeping bags	600.00	0.00
<u>Total</u>	<u>36,598.03</u>	<u>37,177.82</u>
<u>Administration</u>		
Insurance	393.11	384.71
Bank charges	96.50	69.50
Website & Alacrify	0.00	248.25
Sundries	33.00	9.00
<u>Total</u>	<u>522.61</u>	<u>711.46</u>
Total Expenditure	<u>37,120.64</u>	<u>37,889.28</u>
Net surplus	<u>1,955.87</u>	<u>19,450.91</u>

Funds Summary

<u>Restricted Funds</u>	b/f	Receipts	Payments	c/f
Homeless Fund	2,167.31	0.00	600.00	1567.31
Hardship Fund	4,853.05	0.00	0.00	4853.05
Poundbury CT	31.00	2,500.00	2,531.00	0.00
 <u>Designated Fund</u>				
DT2	0.00	1965.00	1,965.00	0.00
 <u>Unrestricted funds</u>				
General Fund	51,465.48	34,611.51	32,024.64	54,052.35
Totals	58,516.84	39,076.51	37,120.64	60,472.71

Note 1. Stripe is an online payment service which manages payments made via the DPA website.

Note 2. Groups include:

- Durnovarian Dames
- New Hardy Players
- Martinstown WI
- Dorchester Town Council
- Waitrose green tokens
- Battens Charitable
- Anthony Du Boulay Trust
- Dorset Community Foundation
- The BD & M Charitable
- Casterbridge Rotary Club
- Dorchester food bank
- Dorchester Choral Society (Christmas DVD)
- Local churches, both DT1 & DT2

Note 3. As agreed by the Trustees, these accounts have been prepared on a Receipts & Payments basis.

Charity Commission Statement of Recommended Practice (SORP) 2019:

“Charities with a gross income below £250,000 and who are not registered as a company have the option of preparing receipts and payments accounts, as long as their governing document does not require their charity's annual accounts to be prepared as accruals accounts.”

In essence receipts and payments is a simpler reporting option only detailing cash transactions during the year whereas accruals accounting considers invoiced income and billed expenditure (whether paid or not).

These accounts approved by the Trustees on
and signed on their behalf



Casterfridge Report – 1 year on

We opened the Community Fridge called Casterfridge in the Co-op in Dorchester in May 2021, this was the first community fridge in Dorchester, we didn't know then just how successful it would be!

The Casterfridge is run by a team of 17 volunteers, who cover the opening hours and collect the foods, log all the food by weight and to log any waste food. The volunteers have been a real asset to the success of the fridge, reassuring people that the food is free, there is no catch and encouraged people to think about reducing the amount of food they waste, be creative in what they can do with the food waste, coming up with and sharing recipes

In the time the fridge has been opened we have increased the days it operates to 3 and are looking to increase it to 4 days per week in the next month.

The Co-op have been fully supportive of the project, dispelling any concerns that it would detract from their business, they feel it's been the opposite, they have seen an increase in customers who will use the fridge to supplement their shop in the Co-op. Initially we were thought to be the only community fridge to be based in a supermarket, Co-op have now many community fridges within their stores across the country.

The amazing statistic is that there has been **zero food** wasted !

Statistics May 2022

Food vendors: 2

Total number of volunteers: 17

Total weight of food saved from landfill: 3,675.16kg

Total number of food items saved from landfill: 10,864

Total amount of food that has gone to landfill: 0

Total number of visitors: 4,256

Total number of new visitors: 1,580

Average percentage of new visitors per shift: 37%

We have produced recipe cards to encourage people to use food rather than throw it away, these have been welcomed by users of the fridge and they have come back to share their recipes with the volunteers.

Friendships have developed with the volunteers, and people who have visited the fridge have now signed up to volunteer, having people there at the fridge has proven to be essential to the project.

We are also aware that although the focus is about reducing food waste the community fridge has helped those who are struggling financially, we have spoken to some people who are using the fridge to help them with their food bills, these have been single people on low incomes and families who are struggling. We have made referrals to Citizens Advice and to the local food banks.

Future

We would like to open more days in the week, building up to 5, we will need more volunteers to enable this to succeed. Volunteers will need to receive food and hygiene training which we have secured through Virtual College at a reduced rate. We would like to continue to print recipe cards four times per year with two or three recipes per print run.

We would like to share our experience and knowledge with other groups across Dorset, encouraging them to consider supporting a community fridge in their area. We will also increase the number of food retailers donating to Casterfridge, we are currently following up an initial conversation with the Cornish Bakery who are keen to support the community fridge.

Costs

In order to maintain the Casterfridge, its costs are minimal, but we need to ensure our volunteers are supported and trained, and the quality of service is maintained long term.

Volunteer training - £100 (20 Food and Hygiene places)

Recipe Cards -£360 (600 cards x 4 per year)

Total costs - £460

What People Say

“ Its brilliant, such a good idea, we should all be thinking about how we can use leftover food”

“I come every week, there is always something I can use, the volunteers are lovely too, its lovely to come and have a chat as I live on my own and miss the chatter”

“This is a great idea, there should be more of them “

“This is great, reminds me of when I was young, I have also made new friends and now want to volunteer for the fridge”

DORCHESTER TOWN COUNCIL GRANT APPLICATION FORM

1.	<i>Name of organisation.</i> <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Volunteer Centre Dorset
2.	Name and address of responsible officer who should be contacted regarding this application.	<i>Name Marie Waterman</i> Address The Coach House, Acland Road, Dorchester. Dorset. DT1 1EF Tel: <u>01305</u> <u>269214</u> _____ (Mobile) <u>07774877633</u> _____ _____ Email: <u>_____m.waterman@volunteeringdorset.org.uk</u> _____ _____
3.	Address where activities are based.	Across Dorset, Main office in Dorchester Community Fridge is based in Dorchester Co-op.
4.	<i>What area (community) is served?</i>	Dorchester (for this project)
5.	Are there any other similar facilities or services provided in the area/district?	No, but we support other food initiatives such as Dorchester Food Banks and the Community Kitchen With vegetables from our community allotments and Volunteers.
6.	How does your organisation / activity benefit the residents of Dorchester	We provide volunteer brokerage for individuals and organisations enabling volunteering and community Action to take place in and around Dorchester. We Provide training, good practice guides and support for All volunteer involving organisations and are a key partner in the development of community and volunteer led initiatives. The Community Fridge enables ALL people to access food that is perfectly good to consume but that is past its sell by date. The Community Fridge has been operating for one year and has been a huge success with zero food going to landfill. We have seen an increase of visitors, and an increase of volunteers.
7.	<i>Present charges/ subscription/fees.</i> Please attach schedule if available.	None – services are free of charge

8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No
9.	<i>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</i>	<p>We would like to open more days in the week, building up to 5, we will need more volunteers to enable this to succeed. Volunteers will need to receive food and hygiene training which we have secured through Virtual College at a reduced rate.</p> <p>We would like to continue to print recipe cards four times per year with two or three recipes per print run.</p> <p>We would like to share our experience and knowledge with other groups across Dorset, encouraging them to consider supporting a community fridge in their area.</p> <p>We will also increase the number of food retailers donating to Casterfridge, we are currently following up an initial conversation with the Cornish Bakery who are keen to support the community fridge.</p>
10.	<i>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</i>	<p>A small amount of funding will be required to provide Volunteer training and expenses (if required). And also To print recipe cards for people who are accessing the Community fridge.</p> <p>This will be funded by small grants, and fundraising.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	Ongoing,
12.	Please give details of the cost of the project.	<p>Costs</p> <p>In order to maintain the Casterfridge, its costs are minimal, but we need to ensure our volunteers are</p>

		supported and trained, and the quality of service is maintained long term. Volunteer training - £100 (20 Food and Hygiene places) Recipe Cards -£360 (600 cards x 4 per year) Total costs - £460
13.	<i>Please give details of other grants awarded or applied for.</i>	None currently
14.	Amount of grant requested from Dorchester Town Council.	£460
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	Feedback from the manager of the Co-op has been very positive thought that we were the first
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)..... </p> <p>Position Held.....CEO.....</p> <p>For and on behalf of.....Volunteer Centre Dorset.....</p> <p>Date.....04/07/2022.....</p>	

Volunteer Centre Dorset- Company Registration Number: 05685988
 Balance Sheet
 As at 31 March 2021

	Note	£	2021 £	£	2020 £
Fixed assets					
Tangible fixed assets	6	6,327		5,435	
			6,327		5,435
Current assets					
Debtors	7	23,574		13,905	
Cash at bank and in hand		234,272		145,654	
		257,846		159,559	
Liabilities					
Creditors falling due within one year	8	(26,241)		(28,771)	
Net current assets			231,605		130,788
Total net assets			237,932		136,223
The funds of the charity:					
Unrestricted funds:					
General funds	9	122,511		81,762	
Designated funds	9	86,007		27,507	
Total unrestricted funds			208,518		109,269
Restricted funds	9		29,414		26,954
Total charity funds			237,932		136,223

These accounts have been prepared and delivered in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

For the year in question, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

Approved by the Board for issue on ... 22 July 2021 and signed on their behalf by:


 A Bailey
 Director of Finance

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11 JULY 2022

GRANT CRITERIA

1. When making an application:
 - a) Remember the Council will usually only consider requests for specific projects, not on-going or revenue costs. The Council does not grant more than the amount requested and cannot make a determination if an amount is not indicated.
 - b) Grant applications for events/activities that have already taken place will not normally be considered.
 - c) Grant applications for events aimed at raising money for distribution to a wide range of other charities and organisations will not normally be considered.
 - d) £500 is normally the maximum award.
2.
 - 2.1 A copy of the full accounts of the organisation (if applicable showing all general and special balances) must be sent with the application form.
 - 2.2 All applications for grant aid must declare any other grants that have been received in connection with the same application.
3. Requests for grant aid will only normally be considered from the following categories:
 - 3.1 A Dorchester-based charity.
 - 3.2 An organisation serving the needs of the residents of Dorchester. This includes but is not limited to groups that support vulnerable people, art/ culture, young people, reducing climate change, sport, heritage, outdoor spaces, health and wellbeing.
 - 3.3 Residents of Dorchester requesting grant aid with a project or event, which will be for the benefit of a wider group.
 - 3.4 A Dorchester-based club, association or organisation serving a specific section of the community, or the community as a whole.
 - 3.5 The Town Council as a body does not affiliate to any political party or religion therefore will not provide grant aid to support any religious group or activity in the town. By law the Town Council cannot offer financial assistance to any political party. An award of a grant must give direct benefit to all or some of the inhabitants, and the size of the grant should be commensurate with the benefit delivered.
4. Applications for grant aid that do not meet the criteria set out in 3 above may be considered in certain circumstances.

DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 11 JULY 2022
EXCLUSIVE RIGHT OF BURIAL AND INTERMENTS AND BURIAL OF ASHES

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

Name	Full Burial/Ashes	Grant No:	Grave Number
Dorchester Cemetery			
Poundbury Cemetery			
PATRICK GALLAGHER	DOUBLE BURIAL PLOT	3164	T.B.A.
DAVID CLOAREC	SINGLE BURIAL PLOT	3165	791
NIGEL DAWSON	DOUBLE BURIAL PLOT	3166	790
BARBARA BOURSNEILL	ASHES PLOT	3167	C171
LOUISE HERRING (JOYCE)	DOUBLE BURIAL PLOT	3168	792
GRAHAM & KATIE SMITH	SINGLE CHILDREN'S PLOT	3169	101
Fordington Cemetery			

1. Since the last meeting of the Committee there has been the following interments, ashes etc. at Dorchester's Cemeteries:-

01.05.2022 – 30.06.2022	Dorchester	Fordington	Poundbury
Interments	1	-	6
Ashes	2	1	1
Garden of Remembrance	1	-	-
	-	-	-
Poundbury Chamber			1
Children's Plot			-

NON Openreach work pack, **GREEN DUCT**



Duct colour	* ALL NEW JFL DUCT INSTALLED WITH THIS PACK MUST BE GREEN DUCT*		
Duct size	54 mm /96 mm	FDT area	DO-D07
Type of Works	CIVILS		
Start point Grid ref	Easting X: 369782	Northing Y: 090512	
End point Grid ref	Easting X: 369895	Northing Y: 090516	
Full Works Address	2 Church Acre, Fordington, Dorchester DT11RB		
Work pack created by.	David Campos		
Produced date	25/04/22		
Scope of works	Provide 75m soft overlay from existing R1A CHM::330359, located on soft on Firdington Grn and S Walks Rd corner, to proposed JFL FW2 located on soft beside pole DP93, via pole DP213, plus 55m overlay (48m footway overlay plus 7 carriageway overlay) from proposed JFL FW2 located outside No 63 HighSt Fordington to existing JBF4 located outside No 2 Church Acre. Provide 4x core drill.		
Work pack Ref Number	DO-D07-a-OV-WP7857		
MST number *	DO-OF01A-D07a-S002	Pole number *	DP213
USRN Numbers	43202473	43203006	43201431
USRN road name.	FORDINGTON GREEN	HIGH STREET FORDINGTON	CHURCH ACRE
Works date if known from-to			

Below named people confirm they have read and understood the utility prints provided in this pack containing a minimum of Line Search, S/W/IM, and BT prints and have been briefed on the site requirements by the Jurassic Fibre Supervisor.

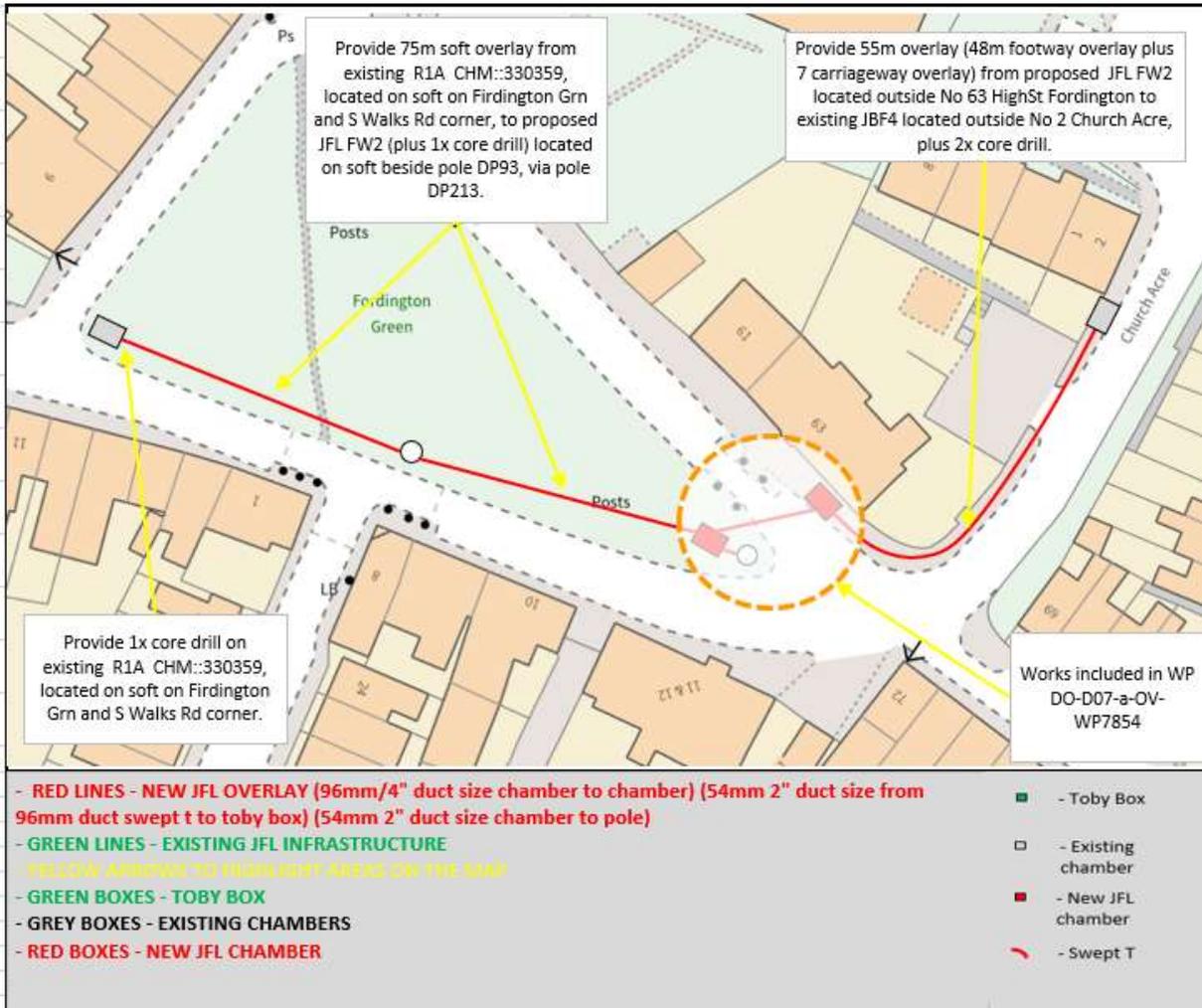
Name	Signature	Date	Name	Signature	Date

Supervisor is happy with the contractors understanding and resource to complete the task above

Name*	Signature	Date*
-------	-----------	-------

*Mandatory field which must be entered by the supervisor.

Scope of Work	Provide 75m soft overlay from existing R1A CHM::330359, located on soft on Firdington Grn and S Walks Rd corner, to proposed JFL FW2 located on soft beside pole DP93, via pole DP213, plus 55m overlay (48m footway overlay plus 7 carriageway overlay) from proposed JFL FW2 located outside No 63 HighSt Firdington to existing JBF4 located outside No 2 Church Acre. Provide 4x core drill.		
Preliminary requirements before commencing any works	<ol style="list-style-type: none"> 1. Anyone who requires access to the site must attend the site induction and receive a Start Briefing before commencing works. 2. Check that you have all the required PPE for this site (detailed below). 3. Check that your vehicle meets the site requirements and that all beacons are working and hazard markings are clearly visible. 4. Any applicable inspection and test records must accompany any plant and equipment taken on site. 5. Brief site personnel 6. Check plant and equipment 7. Proceed to site. Upon arrival check the site situation to ensure that there is a safe means of access, and that the intended works do not overlap with other contractors on site. If there are any foreseeable problems, contact the Jurassic Fibre Construction Supervisor. 8. Follow detailed instructions below, or within additional method statements 		
Materials & Plant	Plant: Suitable mechanical and hand tools to carry out the excavation by both hand and mechanical and to core drill into the Openreach and JFL chambers to complete the task stated in the scope of works.		
Relevant JFL Safe systems of work or standards to be followed	JFL Civils Manual, JFL Specification for Underground Duct Laying and Associated Works		
Relevant additional guidance documents to be followed	New Roads And Street Works Act 1991 Specification For The Reinstatement of Openings in Highways, NJUG Volume 4, Safety at Street Works and Road Works A Code Of Practice (Red Book)		
Equipment used and PPE	Site vehicles (with twin beacons, highway maintenance sign and reflective chevrons to rear)		
	PPE –		
	Item	Details	Use
	High visibility clothing	Minimum of 'class 3' long sleeve vest. Must be reasonably clean	Must be worn at all times whilst on site.
	Hard hat	Standard issue hard hat in good physical condition (no cracks or gouges, not painted and harness in place)	Must be worn at all times whilst on site (correct way around). May be removed when driving vehicle or inside cab.
	Boots	Steel toe-capped safety boots with ankle support and steel mid sole.	Must be worn at all times whilst on site.
	Gloves	Standard issue orange palm gloves suitable for most tasks. Other types as defined by specific method statements.	Must be worn at all times whilst on site.
	Eye protection	Safety spectacles or visor to BS EN166 grade F or better.	Must be worn at all times whilst on site.
	Hearing Protection	Foam ear plugs or ear muffs	Must be worn where risk assessment identifies the need for hearing protection
Respiratory Protection	Minimum of FFP3 must be face fitted to wearer - reusable types need to receive monthly recorded inspections.	Must be worn where risk assessment identifies the need for lung protection - however when worn ensure dust suppression also used.	
	Hand washing facilities – All working vehicles must carry hand washing arrangements including soaps, hand cream and antibacterial gels as standard issue minimum standard 'anti-bacterial' hand wipes.		
Method	<ol style="list-style-type: none"> 1. Fill out Point of Work Risk Assessment and Street works Risk Assessment. 2. Induct all personnel including visitors onto the risk assessment and method statement. 3. Set up traffic management and drive the route to confirm it complies with the NRSWA SLG. 4. Complete the site specific permits and review the induction with the working team and visitors. 5. Carry out Cat and Geny survey to locate potential utilities. 6. Identify the Overlay section to dig and confirm no other utilities are within the route of excavation. 7. Dig down on the soft and footway to expose the trench in which we will be using. 8. Install 0x FW4 chamber. 9. Provide 4x core drills in total. 10. Lay the 130M of 96mm green JFL duct between the chambers. 11. Back fill the excavation and tidy site. 12. Remove all plant and materials from site. 13. Collapse traffic management in reverse order and remove from site. 14. Complete all post work documentation and return to base <p>Please ensure all compliance photos are taken during the works and submitted at the end of works.</p> <ol style="list-style-type: none"> 15. Ensure all work to comply with HS(g)47 within contractor sharepoint. 16. All work to comply with WWU MP general conditions 17. No work to commence prior to site meeting with WWU if required. 18. No mechanical excavation to occur within 3m of the MP pipeline and 1m of the LP pipeline 19. No hand-held power tools to be used within 500mm of the confirmation location of the MP and LP pipelines 20. Minimum clearance of 300mm between the existing WWU pipelines and the ducts being installed 21. Backfill over WWU HP pipeline must consist of an initial 150mm fine fill layer. This must not exceed 250mm. 22. 24-hour emergency number 0800 111 999 is to be included in the event of a strike on site. 23. COVID-19 restrictions in accordance to current Government guidelines 		



DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11 JULY 2022

THE GREAT FIELD PLAY AREA - ANTI SOCIAL BEHAVIOUR

1. Since the new play area at the Great Field has opened, some local residents have become concerned regarding anti-social behaviour occurring into the night in the older children section of the play area.
2. A log of the behaviour has been kept and is regularly reported to the police. Ward Members, the Town Clerk and local Police Sergeant have all met with concerned residents. One of the issues discussed was the installation of CCTV which all felt might be beneficial both as a deterrent and for evidence gathering.
3. Installation of temporary CCTV was discussed prior to the play area opening but has stalled due to the lampposts in the area not being able to support the temporary camera – discussion is ongoing, but this option is not going to be the quick solution that was originally envisaged.
4. The long term solution would be the installation of permanent monitored CCTV linked to the CCTV control room.
5. Discussion has taken place with BT and Dorset Council in respect of the options and costs of installing permanent, monitored CCTV.
6. Discussions originally centred around installing a pole and camera in either the corner of the school grounds or the verge by the side of it at the Dukes Parade end of the play area. Unfortunately there is no ducting for an internet connection close to this location meaning that the cost of installing would be significantly higher than having it located near to an existing duct run.
7. An alternative location, which would provide excellent coverage of the whole of the Great Field would be to install at the PiP café end of the play area. The cost of installing a 6m pole with a vandal proof dome style infra-red camera with zoom is estimated at £20,064 plus £1,500 per year maintenance and link to the control room. Initial discussion with Dorset Council officers has indicated that it is possible that they would pick up the ongoing cost but not the installation cost.
8. The Committee is asked to give consideration to the idea of installing permanent monitored CCTV at the Great Field. If Members are in favour of this proposal further discussion will need to be held with the other agencies involved with a view to funding the capital cost.

Steve Newman, Town Clerk

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11 JULY 2022

CHRISTMAS LIGHTS IN THE GARDENS

1. There have been some discussion in the past regarding decorating the Borough Gardens at Christmas. The last time this was discussed the conversation was around having Christmas lights to compliment a Christmas market. Unfortunately these discussions did not come to fruition, mainly due to the market requiring paid entrance to the Gardens.
2. The Gardens are usually closed after dark only opening for the Friends of the Borough Garden's carol service. In recent years the bandstand has been decorated with fairy lights for this event which have been left on for people to see as they walk past the Gardens.
3. If the Committee was minded it would be possible to build on the small amount of Christmas lights currently provided. The idea would be to completely light up the Gardens from the 1st December to Christmas eve. During this time the Gardens would be opened to the public after dark for a Gardens Christmas light walk.
4. The walk could include some festive food and drink outlets and festive music. The FOBG carol service would also ne held during the lighting period. It might also be possible to have some other seasonal entertainment.
5. It is likely that the cost of living will continue to increase this year and lighting up the Gardens, with free entry, for Christmas, would be very popular and offer families a festive activity at no cost.
6. A quote has been sought from a specialist supplier who has experience in lighting up Abbotsbury Sub Tropical Gardens and Blue Pool – the cost is around £18,000. There would also be some increase in staff hours.
7. Income might be available through sponsorship and a percentage of take from any outlets allowed in the Gardens.
8. Members are asked to give consideration to the proposal. If the Committee feels that this is something that it would like to do then a request for funding will need to be made to the Policy Committee as there is no provision for this activity in this year's budget.

Steve Newman
Town Clerk