

# Dorchester Town Council

## Management Committee

14 March 2022

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

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

In Attendance

Councillors R. Biggs and J. Hewitt.

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

50. **Minutes**

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

51. **Management Arrangements**

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

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

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

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

**Resolved**

That the Outdoor Services Team update be noted.

52. **Handwashing Facilities – Borough Gardens**

Members had before them a report by the Outdoor Services Manager on the in wall hand washing / drying units provided at the Borough Gardens toilets. Two out of a total of seven units were no longer going to be supported by the manufacturer. The Committee

considered whether, when these units failed, it wished to replace them with the new version of the in wall units or replace them with traditional sinks and hand dryers.

**Resolved**

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

**53. Friends of the Borough Gardens**

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

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

**Resolved**

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

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

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

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

**Resolved**

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

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

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

**Resolved**

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

56. **Dressing Dorchester**

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

**Resolved**

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

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

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

**Resolved**

That the feedback be received.

58. **Grant Applications**

The Committee considered various requests for financial assistance.

**Resolved**

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

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

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

59. **Cemetery Matters**

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

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

**Resolved**

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

(b) **Headstones and Inscriptions**

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

**Resolved**

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

**60. Municipal Buildings Monitoring Reports**

The Committee received the Municipal Buildings monitoring report which included a report by the Deputy Town Clerk on the activity of the Town Hall Keepers over the past two months together with an update on the extension and installation of a biomass boiler.

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

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

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

**Resolved**

That the Buildings Monitoring Reports be noted.

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

**Resolved**

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

62. **John's Pond**

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

**Resolved**

That the present situation be noted.

63. **The Great Field**

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

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

**Recommended**

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

Chairman.....

## DORCHESTER TOWN COUNCIL

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

**12 JANUARY 2022**

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

Officers: S. Newman, Deputy Town Clerk.

#### **1. Background**

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

#### **2. Thursday 2 June 2022 – Beacon Lighting**

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

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

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

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

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

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

The following matters were put forward for the event:-

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

#### **4. Anything Else**

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

#### **5. Next Meeting**

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

Steve Newman  
Deputy Town Clerk

## DORCHESTER TOWN COUNCIL

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

16 FEBRUARY 2022

Present: Councillors J. Hewitt, F. Kent-Ledger and M. Rennie.

Apologies: Councillor D. Taylor.

Officers: S. Newman, Deputy Town Clerk and N. Hayes, Financial Controller.

#### 1. Notes of Last Meeting

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

#### 2. Thursday 2 June 2022 – Beacon Lighting

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

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

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

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

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

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

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

The following update was given:-

- The provision of a large HD outdoor screen (16 square meter screen has been booked)
- The provision of a suitable PA system (PA system booked)
- Additional lighting for the Gardens, especially around the exits and pathways (booked).
- Additional toilets to be hired (6 x booked)

- Provide some additional refreshment facilities (booked)
- Provide a bar (booked).
- An 'MC' would be required on the day – still to be identified
- First Aid (booked)
- Security (booked)
- Extra waste bins (booked)

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

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

#### **4. Events Elsewhere in the Town**

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

#### **5. Memorabilia**

It was agreed that keepsake memorabilia should not be purchased.

#### **6. Anything Else**

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

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

Steve Newman  
Deputy Town Clerk