

Dorchester Town Council

Management Committee

16 January 2023

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

In Attendance

Councillors R. Biggs, S. Biles and G. Jones.

Apologies: The Mayor (Councillor J. Hewitt) and Councillors A. Lyall and D. Taylor.

37. **Minutes**

The Minutes of the Meeting of the Committee held on 14 November 2022, adopted by Council on 28 November 2022, were taken as read and were confirmed and signed by the Chairman as a correct record.

38. **Declaration of Interests**

There were no declarations of interest.

39. **Management Arrangements**

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

Members noted the publicity and information which had been circulated in respect of the diseased trees to be removed at the bottom of South Street. Members requested that Beech Court residents be kept informed.

Resolved

That the Outdoor Services Team update be noted.

40. **Coronation of King Charles III**

Members considered the notes of the Task and Finish Group held on 10 January 2023, attached at Appendix 1, established to consider what commemorations, if any, should be made for the Coronation of King Charles III. The Committee felt that the arrangements, and the £2,000 funding proposed by the Task and Finish Group were appropriate and should be supported.

Resolved

That the notes of the Coronation Task and Finish Group held on 10 January 2023 be agreed.

41. **Lubbecke Twinning Anniversary**

Members considered the notes of the Task and Finish Group held on 11 January 2023, attached at Appendix 2, established to consider the arrangements for the fiftieth anniversary of the Council's twinning with Lubbecke.

It was reported that there was to be a visit from Bayeux in September 2023. The Council had not been requested to do anything as a part of this visit.

It was also reported that 2024 was the eightieth anniversary of the liberation of Bayeux and the Director of Dorchester Arts had expressed an interest in developing a cultural twinning event around that anniversary. Members felt that this might be a way to revitalise the twinning and suggested that the Director attend the next meeting of the Committee to discuss the idea further.

Members felt that at some point it could be worth re-establishing the Twinning Panel rather than a task and finish group should there be a number of twinning events coming forward.

Resolved

That the notes of the Lubbecke Twinning Anniversary Task and Finish Group held on 11 January 2023 be agreed.

42. **2023-24 Estimates, Fees and Charges**

The Committee considered a report by the Finance Officer which incorporated draft Estimates for 2023-24 in respect of Allotments, Cemeteries, Cultural and Twinning, Municipal Buildings and Parks Gardens and Open Spaces. The report also included details regarding Reserves and the main changes which affected the proposed budget. The Town Clerk responded to Members detailed questions

The report also set out proposals for Cemetery fees and hire charges for the Borough Gardens House and the Tennis Courts.

During consideration of this matter Members requested that an update on any remaining sport and recreation S106 funds be presented to the next meeting of the Committee.

Resolved

- (1) That the Policy Committee be informed that the draft Estimates for 2023-24 be approved so far as this Committee is concerned.
- (2) That, with effect from 1 April 2023, the Cemetery fees and hire charges for the Borough Gardens House and Tennis Courts be as set out in Appendix 3.

43. **Summer of Sunflowers - 2023**

The Committee considered a report by the Tourism Development Officer on a proposal from the Tourism Development Partnership to build on last year's Summer of Sunflowers campaign. Funding required for the project was £1,600 to be allocated from the Tourism Development Budget.

Members felt that Dorchester BID may also wish to sponsor the project.

Resolved

That the Summer of Sunflowers 2023 project be supported.

44. **Hawthorn Road Allotments - Pathway**

The Committee considered a report from the Assistant Town Clerk Outdoor Services on a request received from a local resident for a surfaced pedestrian path to be created along the existing informal allotment lane at Hawthorn Road allotments.

Members felt that they should visit the allotment sites during this years site visits. A Member of the Committee would also be invited to take part in the annual allotment inspections.

Resolved

That the request for a surfaced pedestrian path to be created along the existing informal allotment lane at Hawthorn Road allotment be not agreed.

45. **Alington Avenue Allotments – Request to Vary Rules**

Members considered a report from the Town Clerk which set out a request from the Volunteer Centre to be allowed to erect a 7m polytunnel at its allotment plot at Alington Avenue allotments.

The Committee felt that the proposed polytunnel was too large and suggested that an alternative structure might be more appropriate.

Resolved

(1) That the request from the Dorset Volunteer Centre to erect a 7m polytunnel on allotment plot AA39a not be agreed.

(2) That further discussion take place with the Volunteer Centre to try and identify a more appropriate structure which could be considered at the next meeting of the Committee.

46. **The Great Field – Donated Tree Policy**

The Committee had before it a report by the Assistant Town Clerk Outdoor Services setting out outline principles for a proposed Great Field tree donation policy. Members felt that the principles should be agreed and that they should be applied to all of the Council's open spaces.

Once finalised the policy could be publicised through the Poundbury Magazine.

Resolved

That the creation of a tree donation policy for all of the Council's open spaces, based on the principles set out in the report, be agreed.

47. **Grant Applications**

The Committee considered a grant request from Dorchester Town Community Football Club. Members felt that the £10 per child for food was high and agreed that a grant should be given based on £5 per child. The grant to be conditional on 16 places being offered.

Members felt that it would be useful to receive a report on HAF funding and the Council's involvement during 2023-24.

Resolved

That the grant application from Dorchester Town Community Football Club in the sum of £240 be agreed subject to an additional 16 places being offered.

48. **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.

Members also considered a memorial application for a specific headstone design proposed for a grave space at Weymouth Avenue Cemetery.

Resolved

(1) That the action of the Town Clerk in approving designs numbered 5314 to 5319 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

(2) That the memorial application presented to the Committee be approved.

49. **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.

50. **Fordington Farmyard**

The Committee considered a report from the Town Clerk .

Resolved

That the offer proposed be agreed.

Chairman.....

DORCHESTER TOWN COUNCIL

NOTES OF THE KING'S CORONATION TASK AND FINISH GROUP

9 JANUARY 2023

Present: Councillors R. Biggs, S. Biles, J. Hewitt, S. Jones, D. Leaper, R. Major and M. Rennie.

Officers: S. Newman, Town Clerk.

1. Terms of Reference

The Group noted its terms of reference.

2. Should the Council hold an Event(s)

Members discussed whether the Council should hold an event to commemorate King Charles III Coronation.

It was unanimously agreed that an event(s) should be held.

3. Saturday 6 May 2023

It was noted that there was a long tradition of celebrating Royal Jubilees, Weddings and Coronations with the lighting of beacons and Members felt that this would be an appropriate event for Coronation Day and the following draft programme and ideas were discussed:-

- Event to be held between 5.00pm and 8.00pm at Salisbury Fields
- Beacon lighting at 8.00pm
- Event to start at 5.00pm with entertainment from 6.00pm
- Due to the lack of power supply musical entertainment to be in the form of steel bands, choirs etc
- Some portable toilets to be hired
- A quiet generator to be hired
- Keep 106 to be involved
- It would be nice to involve the first schools at the event

No guidance had been received from the King's Pageant Master, but that could be issued towards the end of the month, final details to be established following receipt of that guidance – if there is any guidance.

4. Sunday 7 May 2023

It was reported that the Lions Club had a 'Fun Day' booked at the Great Field for the Sunday. Initial discussions with the Lions had indicated that they would be willing to partner with the Council to make their event Coronation related. Members felt that the inclusion of a Crown Making workshop for children would be a good addition to that event. The Town Clerk to discuss further with the Lions.

5. Bank Holiday Monday 8 May 2023

The Group was informed that Age UK had cancelled its proposed event for this date due to there being a similar event on the Sunday.

Members felt that the Council should not run another event on this day.

6. Anything Else

The following ideas were discussed:-

- Speak with Dorchester BID about flags and a possible crown competition in shop windows
- Dress one of the vacant shop windows in Antelope Walk with memories and photos of King Charles III in the town.
- That the new trees to be planted outside of Café #1 to be commemorative to the Coronation and the Mayor to be involved in the planting.

7. Budget

It was considered that a budget of approximately £2,000 would be sufficient to fund the various activities.

8. Next Meeting

To be arranged as and when necessary.

Steve Newman
Town Clerk

**Minutes of the Commemoration of the 50th Anniversary of the Twinning with Lübbecke
Working Group Meeting held on Tuesday, 10 January 2023 at 7pm via Zoom Video Conferencing**

In attendance: Cllrs S Jones, F Kent Ledger, R Major, D Taylor and M Rennie.

1. Dates of Proposed Commemoration Celebrations

It was agreed that the dates for the proposed commemorations would be confirmed once a meeting had taken place with representatives from the Lübbecke Society, a meeting would be arranged with them at the earliest convenience.

2. Proposed Itinerary / Activities

The Committee agreed to await confirmation from the Lübbecke Society as to what their arrangements would be but would be content to facilitate similar arrangements to what was organised to commemorate the sixtieth anniversary of the twinning between Dorchester and Bayeux in 2019, which included the provision of accommodation for the visiting Mayor and civic party, a civic supper and support to the twinning society for an event to commemorate the twinning.

The Committee agreed that it was important to 'showcase' Dorchester and the Council's partnerships and projects and focus any activities within the Town and the work of the Town Council.

3. Proposed Commemoration Gift

It was suggested that a historic map of Dorchester, framed would be appropriate.

CEMETERIES FEES

Interments	1 Apr 22	1 Apr 23
a) An infant under 2 years or stillborn	Nil	Nil
b) A person aged 2 years or older	£715	£730
c) A casket of ashes	£195	£200

Scattering of ashes

a) In a previously used plot or in the Poundbury Pavilion chamber	£64	£65
b) In the Garden of Remembrance	£32	£33

Exclusive rights of burial in earthen graves

For an exclusive right for 50 years, including Memorial Rights in an earthen grave:

a) Full Sized Plot	£980	£995
End of term Renewal for 25 years	£830	£845
b) Ashes plots and infant under 2 years	£650	£665
End of term Renewal for 25 years	£510	£520

Additional Interment, Scattering and Exclusive Rights fees will be charged for

- Non-residents – fee doubled. Residence is defined as living in Dorchester or Winterborne Herrington within previous 10 years or previously resident for at least 25 years.
- Non-standard grave sizes – additional fee to be agreed with the Funeral Director

Monuments, gravestones, tablets and monumental inscriptions

Right to erect or place a headstone, footstone, tablet, flat stone, plaque or monument in any other form at any site not subject to Exclusive Right of Burial	£225	£230
Additional inscription on a gravestone or other memorial (for each deceased)	£108	£110

BOROUGH GARDENS COMMUNITY ROOM HIRE FEES

Prices include VAT. Performing Rights Fee may also be payable.	Per Session £	Hourly Rate £	Hourly from 5.00pm £
Voluntary and Community Organisations	60	28	40
Other Non-Commercial or Private Events	70	30	45
Commercial	95	40	65

Session times for the Borough Gardens House are 8.00am – 1.00pm, 1.00pm – 5.00pm and 5.00pm – 11.00pm (on request only).

TENNIS FEES

Annual Membership	£45
Dorchester Resident Discount	- £10