



## **Dorchester Town Council**

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**You are summoned** to the meeting of the **Dorchester Town Council** in the **Council Chamber, Municipal Buildings, Dorchester** on **Tuesday 27 January 2015** at **7.00pm**, to conduct the following business: -

### **Member Code of Conduct: Declaration of Interests**

Members are reminded that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate.

A Member who declares a pecuniary interest must leave the room unless a suitable dispensation has been granted.

A Member who declares a non-pecuniary interest may take part in the meeting and vote.

### **Public Speaking at the meeting**

The Mayor has discretion to allow members of the public to speak at the meeting on items that have not already been resolved by a Committee. If you wish to speak please ask the Chairman before the meeting starts. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably possible.

### **Democratic Half Hour**

There is an opportunity for members of the public to address the Council on any issue relating to Dorchester, which will commence at the conclusion of the Council meeting.

1. **Apologies & Declarations of Interest**
2. **Minutes**  
To read, confirm and sign the minutes of the Meeting of Council of 25 November 2014 (Page 3).
3. **Communications and Questions**
  - a) To make a presentation to Mr Jeff Hodgson, retiring Honorary Macebearer for the town
  - b) To receive communications from the Mayor or the Town Clerk
  - c) To receive questions from Members in accordance with Standing Order 12(3).

4. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:

Planning and Environment Committee	1 December 2014	Page 6
Planning and Environment Committee	5 January 2014	Page 14
Management Committee	13 January 2015	Page 20
Mayoral Selection Committee	20 January 2015	Page 29
Policy Committee	20 January 2015	Page 31

5. **Report of the Police Inspector for Dorchester**

To receive a report regarding recent policing issues.



Town Clerk 21 January 2015

# Dorchester Town Council

## Meeting of the Dorchester Town Council

25 November 2014

Present: Mayor P. Mann and Councillors V. Allan, D. Barrett, R. Biggs, T. Harries, S. Jones, T. Jones, F. Kent-Ledger, R. Potter, M. Rennie and D. Roberts.

Apologies: Councillors K. Armitage, C. Biggs, A. Canning, S. Hosford, T. James, G. Jones, A. Lyall and D. Taylor

### 23. **Declarations of Interest**

Councillor T. Jones declared an interest in minute 27 of the Policy Committee, Affordable Housing on site adjacent to Red Cow Farm, and did not participate in discussion on this item.

Mayor P. Mann and Councillors M. Rennie and F. Kent-Ledger declared an interest in minute 29 of the Policy Committee, Dorset County Members Personal Grant to Whetstones, and did not participate in discussions on this item.

### 24. **Minutes**

The minutes of the meetings of the Council held on 23 September 2014 were confirmed and signed by the Mayor as a correct record.

### 25. **Communications & Questions**

The Mayor congratulated the Youth Council on the recent award of a West Dorset Community Award, then invited comments on the issues covered by agendas during the current cycle. Views were expressed in favour of the shorter, more visible return route through the town centre for the parade on Remembrance Day, and also in favour of the decision to close Borough Gardens at 9.00 pm during the summer in order to reduce anti-social behaviour. A request was made that signage for charges in the Fairfield car park be improved, and that greater profile be given to the BID's car park voucher scheme. The Youth Council highlighted that a key outcome from the recent Democracy Day was the provision of a rock climbing facility in the town.

The Mayor welcomed Dr T. Mohammed Basheer, Chairman of the Dorchester Islamic Cultural and Educational Centre, and Mr Afzal to the meeting, and invited them to speak to the Council. A presentation was given explaining the role of the Centre and its value to the Muslim community in and around Dorchester and the benefits it brought to relations with the wider community.

In response to questions Dr Basheer identified the community had grown to over 100 regular attendees and served the wider Asian and other ethnic communities. He also advised that Arabic classes were available to all members of the community.

The Town Council agreed to provide details of a number of contacts they had with multicultural agencies and local authority staff who might support the work of the Centre, and encouraged Dr Basheer to take up the opportunity to involve the Centre in the annual One World Festival that the Town Council supports. Dr Basheer extended an invitation to the Youth Council to visit the Centre in the future.

The Mayor thanked Dr Basheer and Mr Afzal for their attendance, expressed that he was particularly struck by the use of the term “Global Village” during the presentation, and welcomed every opportunity to promote better understanding between the diverse parts of our community.

The Mayor updated Members on his recent visit to Lubbecke when he had been shown Mike Chapman’s sculpture “The Hug” and the recently refurbished main street with inscribed paving slabs from several of their twin towns. The Town Clerk will explore how the Town Council might become involved with the Lubbecke initiative. The Mayor also reported the successful visit to the town by choirs from Lubbecke and Bayeux to take part in the performance of Tippett’s “Child on our Time”.

A member asked that the Council progress ideas for a sculpture by Mike Chapman to commemorate 100 years since the Great War. The Town Clerk agreed to progress this.

**26. Planning and Environment Committee – 6 October 2014**

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

**Resolved**

That the minutes of the meeting of the Planning and Environment Committee held on 6 October 2014 be adopted.

**27. Planning and Environment Committee – 3 November 2014**

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

A Councillor confirmed that assurance had now been received from West Dorset District Council that new pay on exist car park machines were capable of handling variable pricing. The Town Clerk agreed to circulate a copy of the letter mentioned at minute 50 to all members.

**Resolved**

That the minutes of the meeting of the Planning and Environment Committee held on 3 November 2014 be adopted.

**28. Management Committee – 11 November 2014**

Subject to a minor change to minute 28, ‘...that the “same inspection” documentation had been completed...’, it was proposed and seconded that the minutes of the meeting be adopted.

**Resolved**

That the minutes of the meeting of the Management Committee held on 11 November 2014 be adopted.

**29. Policy Committee – 18 November 2014**

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

**Resolved**

- i) That the strategic and operational risk registers, as amended, be approved
- ii) That the minutes of the meeting of the Policy Committee held on 18 November 2014 be adopted.

**22. Police Matters**

Inspector Marsh supplied a report regarding recent policing issues.

A member requested that the Council receive a presentation about the new Community Trigger scheme. Another member asked that the Ambulance and Fire services be invited to a future meeting to identify their current plans. A concern was raised about the lack of meetings of the Crime Prevention Panel in recent months.

The Council rose at 7.55 pm.

Mayor

# Dorchester Town Council

## Planning and Environment Committee

1 December 2014

Present: Councillors V. Allan, C. Biggs, S. Hosford (Chair), F. Kent-Ledger, P. Mann (Mayor), M. Rennie, S. Jones, R. Potter and D. Roberts

Also Present: Councillor T. James

Apologies: Councillors K. Armitage, R. Biggs, T. Harries, T. Jones, and D. Taylor

56. **Urgent Item**

The Chairman advised that a planning application had been received by West Dorset District Council for the erection of six wind turbines adjacent to Slyers Lane. The Town Council had not been formally consulted but had made a request for this to be done and the Committee would consider the application at its meeting on 5 January 2014.

57. **Minutes**

The Minutes of the meeting of the Committee held on 3 November 2014 (as adopted by Council on 25 November 2014) were confirmed and signed by the Chairman as a correct record.

58. **Minute Update Report**

**Minute 51/14 Herringston Road Community Speed Watch (3 November 2014)**

The Committee noted that the Town Council would keep a budget commitment to supporting Community Speedwatch in Dorchester.

Members discussed the positioning of ATC tube from the previous traffic volume survey and it was agreed that at present no further action needed to be taken.

**Resolved**

That the Minute Update Report be noted.

59. **Car Parking Guidance signs**

The Chairman welcomed Matthew Williams, Traffic Control Manager, Dorset Highways, Dorset County Council,

Mr Williams reported that reliability of the data provided for the variable message signs was improving to over 90% and the scheme continued to move forward with the host company undertaking regular maintenance and improvements. He had not received any recent complaints and asked that Members report any inaccuracies or problems direct to him. There had been issues with O2, who were the phone provider for the system, but these now appeared to be resolved. All statistics were

recorded and they appeared to show that overall there was capacity and availability in the car parks in the Town.

Further to comments about the poor performance of the Durngate Street signs, Mr Williams advised that if the Town Council were in support, these could be removed and reutilised elsewhere. The Committee agreed with this course of action

Members were pleased that the scheme was continuing to improve and considered it provided useful information that could also be of benefit to the Dorchester BID. It also provided a good mechanism for the various Councils to work together strategically.

60. **Dorchester Area Community Partnership (DACP) Report**

The Chairman welcomed Councillor T. James, as a representatives of the DACP, who presented the update report. Work was being done on assessing disabled routes to schools with Sustrans, who were also going to be carrying out a cycle path feasibility study for all of the Town. A couple of schools had not yet become engaged with this project through producing their own cycling policies and it was hoped that a link could be made with Poundbury to involve them. Councillor James offered to send Members a copy of the 'Try This' newsletter.

Members considered that the range of issues covered in the update report illustrated the importance of the DACP both to local councils and the local community.

**Resolved**

That the Town Council writes letters of thanks to the Friends of Dorchester West Station for the work they had done in transforming the area around the station and to Hettie Burns for her excellent initiative in establishing the 'Try This' project.

61. **Bridport Road near Top O' Town Roundabout**

Local resident Mrs Baker addressed the Committee highlighting her concerns about pedestrian safety in the area of Top O' Town roundabout/the Dorford Centre. She detailed the numbers of people crossing the road at this point, many of who used the Dorford Centre toddler group, and the difficulties they faced in crossing the road safely. She had organised a petition, signed by 300 people, to raise the issues that the public had concerns about but unfortunately, due to a technicality, this had not been accepted by Dorset County Council. Mrs Baker had compiled a list of the number of people who had visited the Dorford Centre over the week beginning 16 November 2014 and this totalled 1537 visitors. She asked the Town Council to support her request for a pedestrian crossing and considered that this needed early attention.

Members acknowledged the increasing numbers of people crossing Bridport Road at this point and the risks to pedestrians using the existing pedestrian crossings at the Top O' Town roundabout. Comments were made about the Dorchester Transport and Environment Plan and how improvements to the Top O' Town area were to be included in this. Members appreciated the concerns raised by Mrs Baker and while

considering that a pedestrian crossing could be the solution, other options could be proposed by DCC to improve safety.

**Resolved**

That the Town Council writes to Dorset County Council strongly supporting the request for a pedestrian crossing at Bridport Road from the Top O' Town car park side to the area of the Dorford Centre and requesting that this request be given urgent consideration.

Councillor S Jones and R Potter left the meeting.

**62. Planning Applications**

A local resident addressed the Committee about his concerns that approval of planning application WD/D/14/002782 would have on residents living adjoining the premises.

The Committee considered the planning applications referred to the Council for comment by West Dorset District Council and it was

**Resolved**

That West Dorset District Council be notified of the comments agreed on the various planning applications as set out at Appendix 1 to these minutes.

Councillor S Jones and R Potter rejoined the meeting.

**63. Proposed Changes to the Planning and Environment Committee**

The Chairman introduced the report and gave the background into the proposals for changes to the operation of the Planning and Environment Committee.

The Committee went through the proposals detailed in Appendix 1 of the report and various differing views were put forward. One suggestion was to split the work of the Committee so that it met monthly to consider planning applications and again on alternate months to consider other business. The proposal to filter the number of planning applications coming to the Committee was not popular and most Members considered that while the Committee needed to be more efficient and focussed, this was not a way forward. Similarly, the majority of Members did not want to reduce the size of the Committee or debar West Dorset District Councillors and they considered that membership of it was a good way for new Members to learn about the Town and the Council.

The Committee agreed that Members should be more prepared for meetings and they should be more proactive looking at planning applications in advance. It was considered that while all applications should be available for discussion in Committee, it would not always be necessary to do so. The point was made that Town Councillors should attend WDDC's Development Control Committee if it was considering a planning application to which the Town Council had objected.



The way requests for parking restrictions were considered by the Committee was raised and it was agreed that this should be reviewed to make the process clearer and fairer and the Committee Clerk would prepare a report, on these grounds, for a future meeting.

There was further discussion on options for change and the proposals suggested and the Committee then went through these to decide on the action to be taken.

### **Resolved**

- i) That Members on the Planning and Environment Committee should pay particular attention to planning applications in their ward and discuss them with their other Ward Members as necessary. Members on the Committee will be asked to introduce and comment on planning applications in Committee in the first instance.
- ii) That the size of the Planning and Environment Committee will remain as at present.
- iii) That the Traffic Panel should be removed from the Council's list of Panels.
- iv) That, as from 2015/16, all Members of the Planning and Environment Committee must undertake training, initially when they join the Committee, and on a regular basis after that.
- v) That consideration of consultation documents will be delegated to the Chairman in the first instance, with Committee members being sent such documents and being given the opportunity to submit comments and responses.
- vi) That appropriate corporate/strategic policy items will be referred to the Policy Committee.
- vii) That Members will need to have the support of another Committee member, and the Committee Chairman, to get an item onto a Committee agenda.
- viii) That the resolutions above, except iv), shall be implemented for a trial period (up until April 2015) in the first instance.

#### **64. Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note.

**Chairman**

## Dorchester Town Council

### Planning applications considered by the Planning and Environment Committee – 1 December 2014

1. **25 SOUTH COURT AVENUE, DORCHESTER, DT1 2BY**  
**WD/D/14/002679**  
First floor extension to provide additional bedroom  
No objection
2. **23 BUTTERMARKE T, POUNDBURY, DORCHESTER, DT1 3AZ**  
**WD/D/14/002234**  
Change of use of commercial unit from approved Retail/B1 Use to D1 (Physiotherapy Practice)  
No objection
3. **49 SOUTH STREET, DORCHESTER, DT1 1DW**  
**WD/D/14/002756 Listed Building Consent**  
**WD/D/14/002711**  
Conservation Area and Grade II Listed Building  
Installation of the following external shopfront signage after the removal of signage instiu: 2no. 350mm high fascia with 2no. set 245mm internally illuminated NatWest lettering and chevron logo. 1no. 500mm high externally illuminated heritage style hanging sign. 2no. 420mm high vinyl ATM tablets. Other permitted signage: 1no. Nameplate 1no. Web/Tel vinyl.  
Recommend refusal. The application is contrary to the Town Council's policy on internally illuminated shop signage. The proposed external shopfront signage would neither enhance nor preserve the visual amenity and character of the Conservation Area. Also it would be a detrimental and obtrusive addition to the Listed Building.
4. **16 NORTH SQUARE, DORCHESTER, DT1 1HY**  
**WD/D/14/002687 Listed Building Consent**  
Conservation Area and Grade II Listed Building  
Internal alterations/repair and repair/replacement ground floor front and rear windows  
No objection
5. **20 HIGH EAST STREET, DORCHESTER, DT1 1HH**  
**WD/D/14/002557 Listed Building Consent**  
**WD/D/14/002556**  
Conservation Area and Grade II Listed Building  
To carry out internal alterations, provide new shop front onto Church Street and use property for A1, A2 and A3 as defined by the Use of Classes Order.  
No objection
6. **1 ST HELENS ROAD, DORCHESTER, DT1 1SD**

- WD/D/14/002742**  
Conservation Area  
Replace an existing garage with a new dual pitched detached garage and removal of section of boundary wall to create a new adjacent off road parking bay  
No objection
7. **UNIT 1, 43 SOUTH STREET, DORCHESTER, DT1 1DH**  
**WD/D/14/002782**  
Conservation Area and Grade II Listed Building  
Change of use from A3 to A4 with variation of condition 3 of planning permission 1/D/13/000365 to allow a change in opening times to 08.00 - 00.00 with the exception of New Year's Eve 08.00 - 00.30 and Christmas Eve 08.00 - 00.30.  
Recommend refusal of a variation to planning condition 3 of 1/D/13/000365 to allow a change in opening times to 08.00 – 00.00 on any day. However, an exception to this opening time would be supported from 08.00 – 00.30 on New Year’s Eve only.  
The Committee were conscious that they had not supported the change of use of the premises from A3 to A4 in May 2013 as they had major concerns regarding the impact of the change on the residents of Crown Post Court and they considered that these concerns were still relevant. Also the reason for planning condition 3 of 1/D/13/000365, that set the opening times to 08.00 – 23.00 on any day, was for the interests of residential amenity in accordance with the West Dorset District Local Plan (Adopted July 2006) Policy DA6 and, again, this policy was still relevant.
8. **DOUGLAS JACKMAN HOUSE, 1 WEYMOUTH AVENUE, DORCHESTER, DT1 1QR**  
**WD/D/14/002707**  
Conservation Area  
Proposed change of use from nursing home to two dwellings  
No objection
9. **18 PRINCES STREET, DORCHESTER, DT1 1TW**  
**WD/D/14/002638**  
Conservation Area and affects the setting of a Listed Building  
Use of ground floor of building for A3 cafe and cellar as D2 fitness suite  
No objection
10. **SCATS COUNTRYSTORE, GROVE TRADING ESTATE, DORCHESTER, DT1 1ST**  
**WD/D/14/002776**  
Erection of 1no. monolith sign (repositioning of approved sign ref. WD/D/14/001595)  
No objection
11. **15 CORNHILL, DORCHESTER, DT1 1BJ**  
**WD/D/14/002689**  
Conservation Area  
Installation of new external ATM to replace existing  
No objection
12. **33 GROSVENOR ROAD, DORCHESTER, DT1 2BD**  
**WD/D/14/002800**

Porch, internal alterations and single storey rear extension  
No objection

**13. 101 WEATHERBURY WAY, DORCHESTER, DT1 2EE  
WD/D/14/002616**

Two storey side and single storey rear extension

Recommend refusal. The position of the proposed extension close to the site boundary with the neighbouring property (103) would result in a significantly overbearing relationship. The proposal is considered to be over development of the narrow site and detrimental to the residential amenity of the occupants of the neighbouring property (103) contrary to Policy DA6 of the WDDC Local Plan (2006) and the NPPF (2012).

**14. DORCHESTER RUGBY FOOTBALL CLUB HEADQUARTERS, COBURG ROAD,  
DORCHESTER, DT1 2HX  
WD/D/14/002748**

Removal of 5no. existing 16metre high flood lighting columns to pitch 3; installation of 6no. 15metre high flood lighting columns and lamps to serve pitch 3; installation of 8no. 10metre high flood lighting columns to serve pitches 1 and 2, together with the installation of lamps to these columns and new lamps to be fitted to 4no. existing 10metre high columns with variation of Conditions 5, 6 and 7 of planning approval

WD/D/14/001227 to allow use of flood lighting for a non sporting event on 5th November each year; extend operation of flood lighting to 10.30pm on 5th November each year; and install and use flood lighting on pitches 1 and 3 and retain existing light fittings to pitch 2 until funding is available.

No objection

**15. UNIT D2, MARABOUT INDUSTRIAL ESTATE, DORCHESTER, DT1 1YA  
WD/D/14/002701**

Erect 3 signs on north (gable) and west (front) elevations

No objection

**16. STRATTON HOUSE CAMPUS, HIGH WEST STREET & COLLITON STREET & GLYDE  
PATH ROAD, DORCHESTER (Amended Plans)  
WD/D/14/000850**

Erect 5 new dwellings

Recommend refusal. The positioning of the windows on the first floor of the proposed dwellings would cause significant overlooking and loss of privacy of primary rooms (bedrooms) to the houses on the opposite side of Colliton Street. The proposal is considered to be detrimental to the residential amenity of the occupants of the houses on the opposite side of Colliton Street contrary to Policy DA6 of the WDDC Local Plan (2006) and the NPPF (2012).

**17. ANSBURY HOUSE, 2 PENDRUFFLE LANE, POUNDBURY, DORCHESTER, DT1 3WJ  
WD/D/14/003002**

Change of use of Office (Use Class B1) to a dwelling house (Use Class C3)

This is not a planning application. The development is automatically granted

planning

permission by the above Order unless the local planning authority determines that prior

approval is required as to –

- a) Transport and highway impacts of the development;
- b) Contamination risks on the site; and
- c) Flooding risks on the site.

No objection

18. **50 HIGH WEST STREET, DORCHESTER, DT1 1UT**

**WD/D/14/002858 + WD/D/14/002859 Listed Building Consent**

Change of use from A2 & B1 offices to C3 residential

No objection

# Dorchester Town Council

## Planning and Environment Committee

5 January 2015

Present: Councillors V. Allan, K. Armitage, C. Biggs, R. Biggs, A. Canning, T. Harries, S. Hosford (Chair), F. Kent-Ledger, T. Loakes, P. Mann (Mayor), M. Rennie, S. Jones, R. Potter and D. Roberts

Apologies: Councillors T. Jones, and D. Taylor

65. **Minutes**

The Minutes of the meeting of the Committee held on 1 December 2014 were confirmed and signed by the Chairman as a correct record.

66. **Minute Update Report**

**Minute 37/14 (1 September 2014)**

**Consultation on further proposed changes to the new Local Plan for West Dorset, Weymouth and Portland**

A Councillor who had attended the Local Plan Examination reported that during one session, WDDC's Director of Environment had publically stated that the Council was pursuing an integrated parking plan with other local government partners and therefore the Town Council should keep ongoing attention on this.

**Minute 60/14 (1 December 2014)**

**Dorchester Area Community Partnership Report**

The Committee Clerk advised that the thank you letters had now been sent to the Friends of Dorchester West Station and Hettie Burn.

**Minute 62/14 (1 December 2014)**

**Planning Applications**

The Chairman reported that two of the Stratton House campus planning applications were to be reconsidered by WDDC's Development Control Committee on 16 January 2015 because there had been a change in Government planning guidance regarding affordable housing and infrastructure contributions and these contributions had been a weighting factor in the decision regarding Bennetts Court. Members were concerned about the impact this change in guidance could have on developments in the Town, particularly in relation to the provision of affordable housing, and their concerns remained about the way in which the planning applications for the Stratton House campus had been dealt with in a piecemeal way rather than as full application across the site. The Chairman would endeavour to attend the Development Control Committee meeting to express the Town Council's concerns.

**Resolved**

- i) That the Minute Update Report be noted.
- ii) That the Town Council writes to the Chief Executive of

WDDC expressing its continuing concern that, as the planning applications for the Stratton House campus have been dealt with in a piecemeal way and have taken so long to determine, potential affordable housing and infrastructure contributions have been lost.

- iii) That the Town Council writes to the Secretary of State expressing its concern that recent Government planning guidance relating to planning contributions (affordable housing/infrastructure contributions and redevelopment of vacant building) is having, and will continue to have, a negative impact on the provision of affordable housing in the Town.

As members of West Dorset District Council's Development Control Committee, Councillor S Jones and R Potter did not participate in the two following agenda items.

**67. Planning Application WD/D/14/002611 for 6 Wind Turbines on land adjacent to Slyers Lane**

The Clerk to the Committee outlined the application and showed Members a number of plans including the site, its layout, various wireframe views, turbine details, other proposed and existing turbines in the area and the proposed turbine delivery route.

Mr Gosling, a representative of the 'No Slyers Lane Group' addressed the Committee. He spoke at some length about the Group's objections to the planning application and points he mentioned included the scale/height/industrial nature of the turbines, the adverse intrusion on the landscape, the impact on the AONB, the effect of the development on the setting of local heritage assets (which he detailed) and the cumulative impact of other turbines. He circulated visualisations of the development that he said were more accurate than the developers and that were supported by English Heritage. Mr Gosling also read out an extract from the representation made by WDDC's Senior Design and Conservation Officer indicating that the application would result in substantial harm to countryside features and it would detract from heritage assets.

Jeanie Averill and another representative of West Dorset Pro Wind Group addressed the Committee. They spoke about the function of the turbines, the wider landscape aspects, the positive contribution made by wind turbines, the negligible visual impact of the development, the guidelines used in the Visual Impact Assessment and the wider issues resulting from the development. Mention was also made about the renewable energy targets for Dorset that required onshore wind turbines and the limited number sites suitable for these across the county. The Group had canvassed local residents and visitors on their views about the planning application and they had received significant positive responses and examples of these were given.

Other members of the public commented on the planning application, in brief, with the majority making positive comments about wind turbines and seeing the development as an opportunity for the Town.

The Committee considered the planning application and the comments made by the public. Most Members supported the application and considered that it would not be visually intrusive to the landscape, that wind turbines were attractive structures, that the landscape around the Town was constantly evolving and that approval of this development would be progressive and benefit the Town. Members objecting to the application considered that the site was inappropriate and questioned the efficiency of the turbines.

Members had concerns about the proposed turbine delivery route but agreed to await the outcome of the planning application before considering this and the Town Council's response further.

Following a vote, it was

**Resolved**

That the Town Council writes to West Dorset District Council supporting planning application WD/D/14/002611.

Councillor P Mann left the meeting.

**68. Planning Applications**

A representative of Dorchester Civic Society addressed the Committee about the Society's concerns about the impact the approval of planning applications WD/D/14/002876 and WD/D/14/002877 would have on the Military Museum as a Listed Building and the Conservation Area.

The Committee considered the planning applications referred to the Council for comment by West Dorset District Council and it was

**Resolved**

That West Dorset District Council be notified of the comments agreed on the various planning applications as set out at Appendix 1 to these minutes.

Councillor S Jones and R Potter rejoined the meeting.

The Chairman reminded Members that at the last meeting, it had been agreed that ward members would lead on each planning application and if there were no concerns raised, it would not be necessary for the Committee to have a visual presentation.

**69. Parking Bollards outside Londis Shop at Fordington Cross Roads**



A Ward Member explained the problems being experienced outside of the Londis Shop at Fordington Cross Roads where cars were encroaching onto the pavement and causing safety issues for pedestrians.

Committee members discussed the problems outlined and gave their own experiences of parking in the area and the history of the widening of the pavement at the junction. Overall, there was support for addressing the parking problems on the pavement at this point and ward Members considered that it was important for them, and the Londis shop owner, to be involved in determining a solution.

**Resolved**

That Dorset County Council be advised that the Town Council supports the proposal to place bollards on the pavement outside of the Londis Shop at Fordington Cross Roads to prevent pedestrians being obstructed by vehicles parking on the pavement and that it requests that ward Members and the owner of the Londis shop be involved in determining the best solution to the problem.

70. **Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note.

**Chairman**

## Dorchester Town Council

**Planning applications considered by the Planning and Environment Committee on 5 January 2015**

1. **THE MILITARY MUSEUM OF DEVON AND DORSET, THE KEEP, BARRACK ROAD, DORCHESTER, DT1 1RN**  
**WD/D/14/002876**  
**WD/D/14/002877 Listed Building Consent**  
 Installation of 1no. 300mm diameter transmission dish to be fitted to existing turret parapet  
 Grade II Listed Building and Conservation area  
 Recommend refusal: the addition of the transmission dish would be an incongruous addition to the building and it would fail to preserve the special architectural and historic interest of the Grade II listed building. The proposal fails to preserve or enhance the character of the Conservation Area and it would be detrimental to the character of the application building. The development would be contrary to Policies SA19, SA20 and SA21 of the Adopted West Dorset Local Plan, Policies ENV4, ENV10 and ENV 12 of the Emerging West Dorset and Weymouth and Portland Local Plan and Parts 7 and 12 of the NPPF (2012).
  
2. **3 LITTLE BRITAIN, DORCHESTER, DT1 1NN**  
**WD/D/14/002956**  
 Construct first floor extension  
 Conservation Area  
 No objection
  
3. **33 CROMWELL ROAD, DORCHESTER, DT1 2DN**  
**WD/D/14/002861**  
 Proposed Front Extension  
 No objection
  
4. **Dorchester Library HQ (Former Library), County Hall, Dorchester, Dorset DT1 1XJ**  
**WD/D/14/003123**  
 Re-fenestration to part of rear elevation
  
5. **12 MONMOUTH ROAD, DORCHESTER, DT1 2DG**  
**WD/D/14/003070**  
 Replace existing rear conservatory with single storey lean to  
 No objection
  
6. **THE CORN EXCHANGE, HIGH EAST STREET, DORCHESTER, DT1 1HF**  
**WD/D/14/003195 Listed Building Consent**  
 Installation of a cathodic protection system (ICCP) to protect the embedded iron work within the walls of the clock tower.  
 Grade II Listed Building and Conservation area  
 No comment – DTC application

7. **22 COLLITON STREET, DORCHESTER, DT1 1XH**  
**WD/W/14/003198 Listed Building Consent**  
To remove the existing sand/cement external render from the front (south elevation) and replace with lime render; finished in the colour of 'off-white'.  
Conservation Area  
No objection
  
8. **46 ST GEORGES ROAD, DORCHESTER, DT1 1PB**  
**WD/D/14/003051**  
Alterations in association with conversion of a single residence into two separate dwellings  
No objection
  
9. **4-5 TUDOR ARCADE, SOUTH STREET, DORCHESTER, DT1 1BN**  
**WD/D/14/003064**  
Removal and replacement of the existing shop fronts to two of the three units.  
Alterations to two of the brick built stall risers.  
**WD/D/14/003065**  
Installation of new non illuminated signage to the three existing fascia panels.  
No objection
  
10. **6 WESSEX WAY, DORCHESTER, DT1 2NR**  
**WD/D/14/003204**  
Variation of Condition 6 of planning approval 1/D/13/000819 to allow two cars to be parked on a new hardstanding at the front of the properties.  
No objection
  
11. **40 DUKES AVENUE, DORCHESTER, DT1 1EN**  
**WD/D/14/003060**  
Rear extensions  
No objection

# Dorchester Town Council

## Management Committee

13 January 2015

**Present:** Mayor P. Mann and Councillors C. Biggs, S. Hosford, T. James, S. Jones, F. Kent-Ledger, T. Loakes, A. Lyall, R. Potter (Chairman) and M. Rennie.

**Apologies:** Councillors D. Barrett and D. Taylor.

### 41. Minutes

The Minutes of the Meeting of the Committee held on 11 November 2014, adopted by Council on 25 November 2014, were taken as read and were confirmed and signed by the Chairman as a correct record.

### 42. Management Arrangements

The Committee considered the schedule of work for the Outdoor Services Team. It was reported that there was a post protruding from the ground along the River Walk near to the Local Nature Reserve that was a hazard and needed removing and that the goal mouths at Sandringham Sports pitches needed attention.

Members also expressed concern regarding roads regularly flooding in the town generally and in particular West Walks Road and Edward Road/Weymouth Avenue. It was agreed to express these concerns to Dorset County Council. Members were also urged to report any incidents directly to the County Council.

### Resolved

- (1) That the schedule of work for the Outdoor Services Team be noted.
- (2) That Dorset County Council be informed of this Council's concerns regarding roads flooding in the town.

### 43. 2015-2016 Estimates

The Committee considered a report by the Town Clerk which incorporated draft Estimates for 2015-16 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 Deputy Town Clerk responded to Members detailed questions. Members noted that the nationally agreed pay rise for local government staff had been accounted for and it was felt that a positive response would be required if this pay rise was not being implemented within all tiers of local government within the town.

Members noted that £18,000 had been provisionally included for Special Items and the report included a long list of items based on service needs and also those items which had previously been identified as a priority. The Committee agreed those items it wished to fund from Special Items. In respect of advance planning for the Queen's 90th birthday it was noted that there might be other anniversaries such as Magna Carta, Battle of Waterloo which the Council may wish to do plan an event for and it felt that this item should be renamed 'Major National Events'. In respect of the WW1 commemorations it was confirmed that the Community Activities Panel would consider further the idea for a sculpture reflecting the one presently located in Lubbecke to be erected during the last year of commemorations with funding being requested in 2016-17 and 2017-18. Members requested a more detailed report in respect of the proposed John's pond project.

The Committee also discussed the earmarked reserves and it was confirmed that all options would be investigated in respect of the project to establish an electronic database and grave mapping for the cemeteries with a report being presented to Committee prior to a decision being made on the process to be used.

### **Recommended**

- (1) That the draft Estimates for 2015-16 as now submitted be approved so far as this Committee is concerned.
- (2) That a further report be presented to the Committee in respect of the work required at John's Pond.
- (3) That the following Special Items be funded from the £18,000 included within the budget estimates:-
  - Municipal Buildings – Town Hall LED Lighting and Hearing Loop - £5,500
  - Municipal Buildings – Corn Exchange Flooring - £1,500
  - Municipal Buildings – New Tables - £2,000
  - Contribution towards Christmas Lights - £5,000
  - Major National Events - £1,000
  - WW1 Commemorations - £3,000

#### **44. Review of Charges**

##### **(a) Recreation Facilities**

The Committee considered a report setting out proposed revised charges for the Council's recreation facilities as from 1 April 2015.

### **Resolved**

That the various charges for the use of recreation facilities be as set out at Appendix I with effect from 1 April, 2015.

(b) Borough Gardens House and Weymouth Avenue Pavilion

Members considered a report setting out proposals for revised charges for the hire of the Borough Gardens House Community Room and Weymouth Avenue Pavilion as from 1 April 2015.

**Resolved**

That charges for the hire of the Borough Gardens House Community Room and Weymouth Avenue Pavilion be as set out in Appendix II with effect from 1 April, 2015.

(c) Cemetery Fees

The Committee considered setting out various proposed charges in respect of Dorchester, Fordington and Poundbury Cemeteries as from 1 April 2015.

**Resolved**

That the charges in respect of Dorchester, Fordington and Poundbury Cemeteries be as set out in Appendix III with effect from 1 April, 2015.

45. **Cemetery Matters**

(a) Exclusive Right of Burial

The Committee had before it a report which detailed the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee.

**Resolved**

That the report on the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee be noted.

(b) Interments and Burial of Ashes

Members considered a report which listed the dates and times of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery since the last meeting of the Committee.

**Resolved**

That the report listing the dates and times of interments and burials of ashes together with South Chapel usage since the last meeting of the Committee be noted.

(c) 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 4052 to 4062 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

46. **Letting Venues – Monitoring Reports**

The Committee received the monitoring reports for the Weymouth Avenue Pavilion, Borough Gardens Community Room and the Municipal Buildings which included additional detail regarding forthcoming projects, scheduled maintenance and urgent repairs. It was noted that the number of civil weddings presently booked for the Municipal Buildings in 2015 was 12.

In respect of the Municipal Buildings bar franchise Members stressed the need to ensure that all payments owed to the Council were received in a timely fashion.

**Resolved**

That the Weymouth Avenue Pavilion, Borough Gardens Community Room and Municipal Buildings Monitoring Reports be received.

47. **Paid Invoices**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1 November 2014 and 31 December, 2014 totalling £119,084.71 (net) together with direct debits for the same period totalling £76,977.89 (net).

**Resolved**

That the cheque transactions and direct debit payments lists be approved and signed accordingly.

48. **Information Reports**

The Committee received the Minutes of the Dorchester Arts Boards Meeting held on 10 November 2014 which had been presented for information. The Council's representative on Dorchester Arts updated the Committee in respect of its latest Board meeting held the previous night in regard to the possible joint use of the Municipal Buildings.

**Resolved**

That the Minutes of the Dorchester Arts Boards Meeting held on 10 November 2014 be noted.

49. **Municipal Buildings – Possible Joint Use**

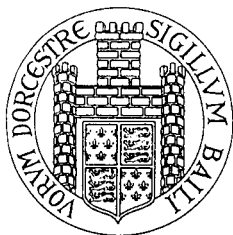
The Committee considered a report by the Town Clerk updating Members on the progress made in respect of the possible joint use of the Municipal Buildings from May/June 2015. Some concern was expressed about the lack of Member input to the discussion process but it was noted that a meeting of the start and finish group established to assist in the process had been arranged and would be meeting shortly with final proposals being brought before the Committee as soon as practicable.

**Resolved**

That the report be noted.

Chairman





# DORCHESTER TOWN COUNCIL

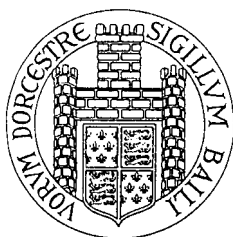
## PARKS, GARDENS & OPEN SPACES

### CHARGES FOR RECREATIONAL FACILITIES

April 2015 – March 2016

<b><u>TENNIS</u></b>	Per Court per hour – all times	<b>£7.00</b>	
	Tennis Court Fob Membership	<b>£25.00</b>	
<b><u>FOOTBALL</u></b>	Weymouth Avenue Recreation Ground -	- with showers	<b>£49.00</b>
	Senior Pitch	- Junior use	<b>£40.00</b>
	<b>Weymouth Avenue Junior Pitch</b>		<b>£30.00</b>
	<b>Weymouth Avenue Mini Pitch</b>		<b>£15.00</b>
	<b>Sandringham Sports Centre</b>	- Senior Pitch	<b>£49.00</b>
		- Junior Pitch	<b>£30.00</b>
	Sandringham / Hardye's Pitch (Mini Pitches 1 & 2)		<b>£15.00</b>
	King's Road Playing Field and The Great Field Junior Pitches		<b>£21.00</b>
<b><u>CRICKET</u></b>	Evening Matches (6.30p.m. start)		<b>£49.00</b>
	Afternoon Matches (2.00p.m. - 6.00p.m.)	Adult use	<b>£65.00</b>
		Under 18 use	<b>£40.00</b>
	Artificial wicket (maximum of 2 hours)		<b>£15.00</b>
	All Day Matches (11.00a.m. - 6.00p.m. or 1.00p.m. - 8.00p.m.)		<b>£85.00</b>
	Sunday Matches (2.00p.m. - 6.00p.m)		<b>£85.00</b>

With effect from 1st April, 2015.



# DORCHESTER TOWN COUNCIL

## BOROUGH GARDENS HOUSE AND WEYMOUTH AVENUE PAVILION CHARGES

1st APRIL, 2015 until 31st MARCH, 2016

Session times for the Borough Gardens House are 8.00am – 1.00pm, 1.00pm – 5.00pm and 5.00pm – 11.00pm (on request only). Session times for Weymouth Avenue Pavilion are 8.00am – 1.00pm, 1.00pm – 4.00pm and by agreement in the evening – the Pavilion is not available to hire on Tuesdays or Wednesday morning.

All prices are inclusive of VAT. A deposit and Performing Right Society Copyright Fee may also be payable. Prices include heating, lighting and light use of the kitchen.

Town Clerk / Deputy to have discretion on session charges in order to attract new business or to retain existing business. These charges EXCLUDE Bank Holidays, Christmas Eve and New Year's Eve hire which are by negotiation.

### ◆ Voluntary or Charitable Organisations

	<i>Session Rate</i>	<i>Hours after 11pm</i>	<i>Hourly Rate</i>
<b>Borough Gardens House</b>	<b>£49</b>	<b>£32</b>	<b>£23</b>
<b>Weymouth Avenue Pavilion</b>	<b>£42</b>	<b>£32</b>	<b>£19</b>

### ◆ Other Non-Commercial or Private Events

	<i>Session Rate</i>	<i>Hours after 11pm</i>	<i>Hourly Rate</i>
<b>Borough Gardens House</b>	<b>£62</b>	<b>£35</b>	<b>£25</b>
<b>Weymouth Avenue Pavilion</b>	<b>£55</b>	<b>£35</b>	<b>£23</b>

### ◆ Commercial

	<i>Session Rate</i>	<i>Hours after 11pm</i>	<i>Hourly Rate</i>
<b>Borough Gardens House</b>	<b>£85</b>	<b>£60</b>	<b>£35</b>
<b>Weymouth Avenue Pavilion</b>	<b>£70</b>	<b>£60</b>	<b>£29</b>

**DORCHESTER TOWN COUNCIL****Dorchester, Fordington and Poundbury Cemeteries****FEES, PAYMENTS AND SUMS FROM 1 APRIL 2015****INTERMENTS****A For the interment of the body of:**

- |  |                  |
|--|------------------|
| a) a stillborn child or a child whose age at the time of death did not exceed 2 years  | <b>No Charge</b> |
| b) a child whose age at the time of death exceeded 2 years but did not exceed 16 years | <b>£155</b>      |
| c) a person whose age at the time of death exceeded 17 years                           | <b>£540</b>      |
| d) for the interment of a casket of ashes  | <b>£155</b>      |

**SCATTERING OF ASHES**

- |   |            |
|---|------------|
| a) Scattering of ashes under turf on a full grave   | <b>£55</b> |
| b) Scattering of ashes in the Garden of Remembrance | <b>£25</b> |
| c) Dispersal of ashes in the pit at Poundbury       | <b>£55</b> |

**EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES**

For the grant of an exclusive right of burial for 50 years, including Memorial Rights in an earthen grave:

- |  |             |
|--|-------------|
| a) A person whose death exceeded 2 years | <b>£800</b> |
| End of term Renewal for 25 years         | <b>£670</b> |
| b) Infant under the age of 2 years       | <b>£180</b> |
| End of term Renewal for 25 years         | <b>£670</b> |
| c) Ashes plots                           | <b>£320</b> |
| End of term Renewal for 25 years         | <b>£155</b> |

**OTHER**

USE OF SOUTH CHAPEL, DORCHESTER CEMETERY	<b>£155</b>
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**Casket type coffins**

Double fees will be charged for casket type coffins.

## **0Non-residents**

The fees, payments and sums settled and fixed in the foregoing charges will be doubled where the person to be interred (this does not apply to children under the age of 2), or the person to whom the right is granted is, or was immediately before death, not an inhabitant or parishioner of those parts of the parishes of Dorchester or Winterborne Herringston within the area for which Dorchester Joint Burial Committee acts, excepting that any person who has resided within the area administered by the Joint Committee within the previous **ten** years or was a resident of that area for at least **twenty-five** years will be subject to the charges set out.

## **MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS**

Single fees apply to all fees for memorials

For the right to erect or place:

- a) a headstone, footstone, tablet, flat stone, plaque or monument in any other form
  - included in an exclusive right of burial
  - if not included in an exclusive right of burial – pre 27<sup>th</sup> May, 2014 **£180**
  - where the exclusive right of burial has not been granted (not available at Poundbury) **£180**
  - an inscription, after the first, on a gravestone, tablet or other memorial (for each deceased) **£90**

N.B. For this fee an additional inscription is defined as an inscription added to an **existing** memorial. Any additional stones are defined as a new memorial
- b) a tablet measuring 25 centimetres by 20 centimetres in the North Chapel of Dorchester Cemetery or on the wall in Dorchester Cemetery
- c) a flat stone not exceeding 30 centimetres by 30 centimetres which must not project above ground level in the Garden of Remembrance at Fordington Cemetery
- d) brass or bronze plaques 15.8 centimetres by 10 centimetres (only available at Poundbury)

**Now  
included  
within (a)  
above**

VAT is not chargeable on any of the above fees.

# **Dorchester Town Council**

## **Mayoral Selection Committee**

**20 January 2015**

**Present:** Councillors R. Biggs, T. Harries, T. James, S. Jones (Chairman), T. Jones, R. Potter and M. Rennie

**Apologies:** Councillors D. Barrett, A. Canning and S. Hosford

**Also in attendance:** Councillors V. Allan and G. Jones

**1. Minutes**

The Minutes of the Meeting of the Committee held on 18 March 2014, adopted by Council on 25 March 2014, were taken as read and were confirmed and signed by the Chairman as a correct record.

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

**Resolved**

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

**3. Selection of Town Mayor – 2015-16**

The Committee considered the listing of seniority of Members for consideration for the Office of Town Mayor and it was

**Recommended**

That the Deputy Mayor be requested to contact the first eight Members on the list submitted, and to report back to the Committee on Tuesday 17 March 2015.

**4. Civic Honours**

The Committee considered whether any Civic Honours should be awarded in the next Council Year and it was

**Recommended**

That no honours be awarded.

**5. Mayoral Gifts**

The Town Clerk requested that the Mayoral Handbook be altered.

### **Recommended**

- a) That a change is made to the Mayoral Handbook to introduce a clear presumption in favour of the Mayor retaining gifts received during their mayoral term.
- b) That the Deputy Mayor reviews the current list of gifts held in the Council offices

### **6. Urgent Items**

The Town Clerk explained changes to be made to relocate the Mayor's Parlour to the first floor of 19 North Square.

Chairman

# Dorchester Town Council

## Policy Committee

20 January 2015

**Present:** Mayor P.G. Mann and Councillors V. Allan, R. Biggs, T. Harries, G. Jones, T. Jones (Chairman) and D. Roberts.

**Apologies:** Councillor A. Canning

**In attendance:** Councillor R. Potter

### 32. Minutes

The Minutes of the Meeting of the Committee held on 18 November 2014, adopted by Council on 25 November 2014, were taken as read and were confirmed and signed by the Chairman as a correct record.

### 33. Finance & Performance Report

The Financial Controller presented a report covering the 9 months to 31 December 2014, identifying an underspend to date of £64,000, leading to a likely underspend at the year end of £50 - £70,000.

In response to a question he provided information about treasury investment returns and outstanding debts.

### 34. Revenue Budget 2015/16 and Medium Term Financial Strategy

In presenting the budget for 2015/16, the Town Clerk explained the changes from the current financial year. He placed the budget into the medium term context, focusing on the uncertainty surrounding continued service delivery by other tiers of government locally.

Members asked questions about CCTV, Dorchester Market income and the relationship between increased Council Tax Base and the Precept.

Members discussed the need for an increase in the Council Tax, considering the short term surplus on the Revenue budget against longer term issues including pressure on services at other tiers of Government, taking on infrastructure in parts of the town currently under development, the emerging vision for the town, and Government's consultation on referendums for Town Councils.

The Town Clerk explained the factors influencing the Medium Term Financial Strategy, including the impact of the District Council's decision on Council Tax Support Grant. He also outlined the position relating to the Council's Reserves and new spending from the Earmarked Reserves.

### **Recommended**

That Council adopt the Medium Term Financial Strategy and Revenue Budget 2015/16 as laid out in the document to be presented to Council, including:

- a) The Council Tax Band D charge of £176.50
- b) The precept at £1,209,555
- c) A new Service Growth Reserve, with a transfer of £80,000 in 2015/16
- d) The allocation of specific items totalling £18,000 as identified in the Revenue Budget book, in line with a request made by the Management Committee

### **35. Opportunities to provide Apprenticeships**

The Town Clerk updated the Committee on the Council's positive first year of experience in supporting apprentice placements, including funding support given by West Dorset DC and the National Apprenticeship Scheme.

He identified the potential for three new placements across the Town Council's activities in 2015/16, identifying that the cost could be met from existing salary budgets.

In supporting the proposal Members discussed the need to ensure that apprentices did not replace the work of existing staff, that appropriate training should be sourced for the different apprenticeships proposed, and that the appointment of apprentices did not distract staff from their current roles. The Town Clerk undertook to review whether grant funding might be available to reduce the cost of the scheme.

### **Resolved**

That the Council seek to appoint three apprentices during the financial year, one each in the Offices and Borough Gardens teams, and possibly one in the Municipal Buildings in partnership with Dorchester Arts, at a cost not to exceed £13,500 to be met from underspends in staff budgets during the 2015/16 year.

### **36. Update on relocation of Dorchester Arts into the Municipal Buildings**

The Committee noted an update report of the Town Clerk regarding the possible relocation of Dorchester Arts into the Municipal Buildings. Members discussed the need for legal advice on the form of agreement needed for the relationship.

### **Resolved**



That a Special Meeting of Council be held on Tuesday 24 February to decide whether to agree to the relocation of Dorchester Arts into the Municipal Buildings.

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

**Resolved**

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

38. **Bar Franchise**

The Town Clerk updated the Committee regarding the bar franchise. The Committee noted that a number of options had been identified to ensure that provision of a bar continued in the short term, which would be pursued in the following order: -

- If the operators of the Kings Arms were willing to continue to supply the franchise this would continue until the end of the current franchise
- If the above fails, then in the event that it is agreed that Dorchester Arts move into the Municipal Buildings, they be invited to take over the franchise at an early stage in the relocation process
- If neither of the above is achievable the Town Council take over the bar temporarily until a new franchisee can be found

Chairman