



Dorchester Town Council

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You are summoned to a Meeting of the Dorchester Town Council in the Council Chamber, Municipal Buildings, Dorchester on Tuesday 27 September at 7.00pm, to conduct the following business: -

1. Apologies & Minutes

To read, confirm and sign the Minutes of the meeting of the Council held on 26 July 2016 (page 3).

2. Presentations, Communications, Questions and Motions

a) To receive a short presentation from Andrew House regarding the Dorset County Hospital Cancer Appeal project

b) To receive communications from the Mayor and the Town Clerk, including the reporting of a response to the Council's motion at Minute 18 relating to Child Refugees (attached).

c) To debate the following motion, proposed by the Mayor
Following on from his medal-winning performances at the London 2012 Paralympic Games, on 16 September 2016 Mr Paul Blake, born in the town in 1990, won the Gold Medal in the Men's 400M, T36 category, in Rio de Janeiro, Brazil. He also won the Silver Medal in the Men 800M, T36 category, later in the week.

Council resolves to congratulate Mr Blake on behalf of the town for achieving this personal milestone and looks forward to an occasion where it might welcome him to the town.

d) To receive questions from Members in accordance with Standing Order 12(3).

3. Updates from Partner Authorities

a) To receive a verbal update from a Dorset County Council Ward Member

b) To receive a verbal update from a West Dorset District Council Ward Member

4. Local Government Reorganisation

To receive a presentation from the Town Clerk

Separate document

5. Queen Mother Statue

To receive a verbal report from the Town Clerk

6. Minutes of Committees

To receive and consider the Minutes of the following Committees:

Planning & Environment Committee
Planning & Environment Committee
Management Committee
Policy Committee

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Town Clerk 21 September 2016

Public Speaking at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. 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.

Member Code of Conduct: Declaration of Interests

Members are reminded of their responsibility to disclose appropriate pecuniary or non-pecuniary interests. A Member who declares a pecuniary interest must leave the room unless a dispensation has been granted. A Member who declares a non-pecuniary interest may take part in the meeting and vote.

A Democratic Half Hour, which offers an opportunity for members of the public to address the Council, will commence at the conclusion of the Council meeting.

Dorchester Town Council

Meeting of the Dorchester Town Council

26 July 2016

Present: Mayor T. Harries and Councillors B. Armstrong-Marshall, J. Hewitt, S. Hosford, G. Jones, S. Jones, T. Jones, F. Kent-Ledger, A. Lyall, M. Rennie, K. Rice, P. Stein and D. Taylor.

Also: Reverend Canon T. Woodhouse, the Mayor's Chaplain

Apologies: Councillors C. Biggs, R. Biggs, A. Canning, A. Chisholm, G. Duke and R. Potter.

15. **Silence**

The Mayor's Chaplain led the Council in a quiet period of reflection to remember the life of Jo Cox MP and the victims of many recent terrorist and other incidents.

16. **Minutes**

The minutes of the meeting of the Council held on 23/24 May 2016 were confirmed and signed by the Mayor as a correct record.

17. **Communications and Questions**

An update was provided regarding the Kut Day event, noting in particular the work of the Mayor's Secretary in preparing for the event. The Mayor thanked Members for their support during the many events that had taken place so far and outline a programme for the rest of this summer.

18. **Motions**

Councillor S. Jones proposed the following motion, which was seconded by Councillor Rennie

We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our town or our country. Dorchester Town Council condemns racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.

Dorchester Town Council will work to ensure local bodies and programmes have support and resources needed to fight and prevent racism and xenophobia. We wish to reassure all people living in the town that they are valued members of our community.

The motion was carried unanimously and the Town Clerk agreed to work with Councillor Jones to highlight the message locally.

The Mayor proposed the following motion, which was seconded by Councillor S. Jones

Council notes that in May of this year, the then Prime Minister promised that 3,000 unaccompanied child refugees would be given safe haven in the United Kingdom before Christmas. Council resolves to remind the Member of Parliament for West Dorset of this fact and asks him to, as a matter of urgency, ascertain:

- 1) That the promise would be kept
- 2) The timescales for these relocations

A Member highlighted incidences of unaccompanied young refugees arriving at Dorset ports.

The Town Clerk will write to the local MP seeking clarification of the current position.

19. Updates from Partner Authorities

Councillor T. Jones provided a verbal update of recent work at Dorset County Council, covering local government reorganisation and service devolution, school pupil increases and the opening of Damers School in February 2017, the continuing lack of progress on highway adoption at Poundbury, the Waste Management Planning exercise and asset disposals in Dorchester including Top o' Town House. He answered questions relating to the Orchard Nursery and fostering start up businesses.

In providing a verbal update regarding the work of West Dorset District Council Councillor Hosford highlighted the increasingly collaborative and positive atmosphere at the Council. She covered local government reorganisation and the focus on delivering financial savings and then specifically the anticipated move of the Dorchester TIC to the library, the latest on the development of the Charles St site, the Transport and Parking strategy exercise and the allocation of s106 Recreation monies.

She answered a question regarding Dorchester TIC and confirmed that a report would go to the Town Council's Planning and Environment Committee on 1 August regarding the Dorchester Prison site, before West Dorset District Council considered the planning application at its next Development Control Committee.

20. Planning and Environment Committee – 6 June 2016

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 June 2016 be adopted.

21. Planning and Environment Committee – 4 July 2016

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

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 4 July 2016 be adopted.

22. Management Committee – 12 July 2016

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

In referring to Minute 10 a Member proposed that the grant towards the national memorial to the County Infantry Regiments of Devon and Dorset be increased to £1,600, recognising that it was 100 years to the day that the townspeople had raised the same amount to support soldiers taken as prisoners of war when, in 1916, Kut in Mesopotamia fell.

Resolved

- a) That an additional £600 contribution be made to the proposed National Memorial to the Regiments of Devon and Dorset, from the Events and Sponsorship budget, bringing the total award to £1,600
- b) That the minutes of the meeting of the Management Committee held on 12 July 2016 be adopted.

23. Policy Committee – 19 July 2016

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

Resolved

- a) That a grant of £25,000 is made to the Dorset County Museum, with conditions to be agreed between the Town Clerk and the Museum Director
- b) That the draft Standing Orders and Financial Regulations, included on pages 9 – 20 of the Policy Committee Agenda be adopted
- c) That the minutes of the meeting of the Policy Committee held on 19 July 2016 be adopted.

24. Representatives on Outside Bodies

Council considered a list of expressions of interest provided by the Town Clerk. A number of proposals were made where more than one expression of interest had been received or where a vacancy existed.

Resolved

That the Council's representatives on Outside Bodies for 2016/17 be as stated in the list attached to the Minutes

The Council rose at 7.45pm.

Mayor

REPRESENTATIVES ON OUTSIDE BODIES 2016/17

Internal Roles	
DAPTC Larger Towns Rep	R. Potter
Charitable Trusteeships	
Dorchester Municipal Charities (4)	J. Hewitt, S. Hosford, F. Kent-Ledger, M. Rennie
Ashley Churchill & Thorner Trust (2)	C. Biggs, G. Duke
Bodies we support financially	
Dorchester Arts	F. Kent-Ledger
Dorchester BID	S. Hosford
Dorchester Youth & Community Centre	K. Rice
Other Organisations we work with	
Dorchester & Sherborne CAB	R. Potter
Dorchester Association L. History & Arch.	D. Taylor
Dorchester Bayeux Society	D. Taylor
Dorchester Lubbecke Society	T. Harries
Dorchester Holbaek Society	Not required at present
Dorset Neighbourhood Justice Panel	Not required at present
Heart of Wessex Rail Partnership	G. Jones
St Osmund's Community Sports Centre	S. Jones
Thomas Hardy Society	A. Chisholm
Transition Town Dorchester	T. Loakes
Volunteer Centre Dorchester	J. Hewitt
Dorset Broadcasting Action Group	D. Taylor

Dorchester Town Council

Planning and Environment Committee

1 August 2016

Present: Councillors C. Biggs, R. Biggs, A. Canning, T. Harries, J. Hewitt, S. Hosford (Chairman), S. Jones, T. Jones, R. Potter, M. Rennie and D. Taylor.
Apologies: Councillor F. Kent-Ledger
Also Present: Councillor G. Duke

15. Declaration of Interest

Councillors S. Jones and R. Potter both stated that as members of WDDC's Development Control Committee, they would keep an open mind on the planning applications and consider all information available at each stage of the decision process. They would take part in the debate and vote on planning applications at this meeting.

16. Minutes

The Minutes of the meeting of the Committee held on 4 July 2016 were confirmed and signed by the Chairman as a correct record.

17. Minute Update Report

i) Minute 40/14 (8 September 2014)

Charles Street Development Scheme – application WD/D/14/002002

The Chairman reported that she was expecting the final report to be considered by WDDC's Executive in September.

ii) Minute 155/15 (7 March 2016)

Planning Applications WD/D/15/002840 and WD/D/15/002841 – HM Prison, Dorchester

The Chairman said that it was disappointing that this development would not be providing any affordable housing but she, and WDD Councillors, were satisfied that there had been a robust assessment of the developer's viability report. In view of the Government's latest planning guidance relating to vacant building credit, Members asked for WDDC officers to provide them with advice on the impact this may have on future developments.

It was agreed that the Town Council's views should be given to WDDC's Planning Committee on 11 August, ideally by the Chairman of this Committee, when these planning applications were considered. Members were informed that WDDC's Planning Committee would be carrying out a site visit to the Prison.

Attention was drawn to the unkempt and overgrown state of the riverside garden within the Prison site and the Clerk was asked to contact City & Country to request them to undertake maintenance of the garden.

The Committee noted that the developer's planning application for Shepton Mallet Prison had recently been refused by the local planning authority.

Resolved

- i) That the Minute Update Report be noted.
- ii) That WDDC be asked to provide advice on the Government's latest planning guidance relating to vacant building credit.
- iii) That City & Country be requested to undertake maintenance of the riverside garden within the Prison site.

18. **DTEP: Damers Road/Williams Avenue Junction Improvements Proposed Traffic Regulation Order**
Mr Brewer, a local business man, addressed the Committee asking for clarification as to the reasons for the move of the bus stop on Damers Road and he considered that this would not improve the traffic situation and it would have a negative impact on his business.

Councillor Canning, as chairman of the DTEP Working Group, advised that concerns had been raised about the move of the bus stop and he considered that this could be reviewed further. The aim of the proposal was to have two longer filter lanes westbound from Damers Road turning right into Williams Avenue. As a result of the whole DTEP there would be a lot more traffic using this junction and the changes were part of the wider plan across the town.

The Committee discussed the proposals and their consequences and it considered that the move of the bus stop and loss of parking spaces in Damers Road was not justified and the impact was not acceptable.

Resolved

That Dorset County Council be advised that the Town Council supported the proposals for Williams Avenue but that it did not support the move of the bus stop and loss of parking spaces in Damers Road and considered that this part of the proposal should be reviewed.

19. **Monmouth Road Area Parking Issues**

Mr Hartley, co-ordinator of the Monmouth Road residents' group, addressed the Committee. He explained the background to the requests for additional parking restrictions in the area and detailed the high level of support given by local residents both informally and at a recent meeting organised by ward councillors. The main aim of the requests was to improve road safety and traffic flow and to move parking back into off street car parks. He thanked all those involved at the Town Council for their help and support.

The Chairman thanked Mr Hartley for all the work he had put in and considered that this was a text book example of residents' participation in local democracy.

The Committee discussed the requests, as detailed in the Clerk's report, and the practical implications of these. A Dorset County Councillor mentioned that, for information, DCC was about to undertake a policy review of the parking permit scheme policy.

Members noted that the parking situation in Alfred and Cromwell Roads had improved since the new double yellow lines had been put in at the junction.

The Committee gave their unanimous support to the requests for additional parking restrictions in the Monmouth Road area and the Chairman thanked the South Ward team.

Resolved

That Dorset County Council be requested to action the requests from residents of the Monmouth Road area for additional parking restrictions i.e.:

- a) Double yellow lines to be put on the following junctions:
 - i) Rothesay Road/ South Court Avenue;
 - ii) Ashley Road/Monmouth Road; and
 - iii) Culliford Road South/Monmouth Road.

- b) A residents' parking permit scheme for: Monmouth Road/Ashley Road/Cromwell Road/Alfred Road/Culliford Road (South) and the stretch of Rothesay Road between Monmouth Road and South Court Avenue.
The scheme to allow limited short term parking, at suitable times, to ensure that parking for residents is protected.

- c) A 20mph speed limit to be introduced in Monmouth Road.

20. **Planning Applications**

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

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.

21. **Victoria Park Post Office**

A West Ward Councillor proposed having a meeting with the Post Office and other interested parties to discuss the move. This led to discussion about the individual circumstances of the present Post Master and some Members considered that the meeting should go into confidential session if the discussion continued. Other Members thought that it was not necessary to do this as the discussion should only involve the relocation consultation. It was agreed to concentrate the discussion on the consultation questions and the response points then agreed were:

- The Committee considered that the new location (Poundbury Village Stores) was totally unsuitable due to its close proximity to another Post Office branch at the Buttermarket, also on Poundbury.
- This move would disadvantage residents of the Victoria Park area and take an amenity away from them. There has already been the loss of a number of small Post Office branches across the Town and this move would add to this, moving all Post Office provision (apart from the main Post Office in Trinity Street) further out from the Town centre (with two branches close to each other in one area) and away from many residential areas.
- The Committee liked the prospect of improved access to a Post Office branch building, more modern facilities and longer opening hours and would like any Post Office facilities to be made immediately available inside any new branch to allow the best access possible, for all.

- The Committee considered that ideally, a new main style branch Post Office should be provided in the existing location, or failing that at another location a similar distance from the Town Centre (not in Poundbury) to provide a better spread of Post Office provision across the Town.

After further consideration about a meeting with the Post Office, it was agreed that this would actually be a positive and proactive move and the Clerk was asked to progress this. The Town Clerk, the Chairman of the Committee and a West Ward Member would be invited to the meeting.

Resolved

- i) That the Post Office be advised of the Town Council's comments regarding the proposed relocation of Maud Road Post Office to Poundbury Village Stores.
- ii) That the Committee Clerk arranges a meeting between the Post Office and Town Council representatives.

22. Development at St George's Road, Red Cow Farm, Dorchester

The Committee supported the Traffic Regulation Order required to prohibit motor vehicles from using part of the existing highway network along St Georges Road allowing it to become footway/cycleway.

Resolved

That DCC be advised that the Town Council supports the Traffic Regulation Order required to prohibit motor vehicles from using part of the existing highway network along St Georges Road allowing it to become footway/cycleway.

23. 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 1 August 2016

East Ward (Councillors T Harries/S Jones/F Kent-Ledger)

1. **55 LONDON ROAD, DORCHESTER, DT1 1NF - WD/D/16/001131**
Erect extension and alterations
No objection
2. **1 ICEN WAY, DORCHESTER, DT1 1EW - WD/D/16/001313 + WD/D/16/001314**
Installation of through floor lift
No objection

North Ward (Councillors R Biggs/A Canning/S Hosford/T Loakes/D Taylor)

3. **PLOTS 222 TO 232, SECTOR 3.36, NORTH EAST QUADRANT, PEVERELL AVENUE EAST, POUNDBURY - WD/D/16/001377**
Approval of all reserved matters pursuant to outline p.p 1/D/09/001363 - Erect 25 dwellings, 417 sq.m of commercial floor space together with associated garages, access & landscaping
No objection
4. **SOUTHFIELD VETERINARY CENTRE, SOUTH WALKS ROAD, DORCHESTER, DT1 1DU - WD/D/16/000975**
Internal alterations to the veterinary practice layout and provision of student accommodation for veterinary students. Provide a residential 3 bedroomed flat.
No objection

South Ward (Councillors C Biggs/R Potter/M Rennie)

5. **49 MELLSTOCK AVENUE, DORCHESTER, DT1 2BG - WD/D/16/001192**
Erection of a single-storey rear extension, two-storey side extension and single-storey front extension. Lay new driveway surface and installation of new 1.5m high gates mounted on to brick piers at the entrance
Recommend refusal. The Committee had concerns about the scale and design of the proposed brick piers and gate and without a plan showing these did not consider they could support the application. From the information available it appeared that these items had the potential to interrupt the open character of street frontages in the area, providing a dominating and unfriendly façade. The proposed boundary could form an incongruous feature, which would integrate poorly with the distinctiveness of the local area. As such, it could be a detriment to visual amenity and would be contrary to Policy ENV10 of the West Dorset, Weymouth and Portland Local Plan (2015).
6. **39 SOUTH COURT AVENUE, DORCHESTER, DT1 2BY - WD/D/16/001210**
Two storey side extension forming garage, utility & kitchen to ground floor with bedroom & family bathroom to first floor and loft conversion. Single storey rear extension. Form high brick wall with wrought iron to boundaries
Recommend refusal. The Committee had no objection to the extensions to the existing building, however there were several concerns about the proposed boundary treatments. The Committee were concerned about the potential loss of a distinctive aged brick wall to the rear of the property and the impact this would have on the residents of these neighbouring properties in Monmouth Road. The loss of this wall would be contrary to Policy ENV10. of the West Dorset, Weymouth and Portland Local Plan (2015). Additionally, this wall could be considered as a heritage asset to those residents and therefore its loss would be contrary to Policy ENV 4. of the West Dorset, Weymouth

and Portland Local Plan (2015).

With regards to the boundary treatments to the front of the property, on all sides, and on the western side of the property adjoining No. 41, the Committee considered that the proposed wall and railings would be overbearing, dominant and out of keeping with the character of the road and therefore would be contrary to Policy ENV10. of the West Dorset, Weymouth and Portland Local Plan (2015).

7. **THOMAS HARDYE HALL, BONDED STORES, BREWERY SQUARE, WEYMOUTH AVENUE, DORCHESTER - WD/D/16/001438 + WD/D/16/001444 & WD/D/16/001495 + WD/D/16/001494**
Change of use to D2 leisure (gymnasium) use/Erection of signs/ Fascia signage and vinyl entrance signage bearing the Anytime Fitness logo
Recommend refusal. The Committee considered that 24 hour opening was excessive and unnecessary and would be detrimental to the amenity of many residents in the area, some of whose properties immediately adjoined the site, both in respect of noise generated by customers using the facility and from extractor fans/air conditioning units. The application would therefore be contrary to ENV16. of the West Dorset, Weymouth and Portland Local Plan (2015).
With regards to the signage, the Committee considered that the proposed signs, particularly to the front elevation of the building (which was noted as a 'frontage of high importance' in Brewery Square's original masterplan), by reason of their modern design and colours, large scale and inappropriate illumination were considered to result in substantial harm to the visual amenities of the locality including a detrimental impact on the character of the listed building and the setting of other listed buildings within the vicinity. The signage would be contrary to the Town Council's Internally Illuminated Shop Signage Policy and the application would not preserve or enhance amenities within the Dorchester Conservation Area and would therefore be contrary to policies ENV 4 and ENV 14 of the West Dorset, Weymouth & Portland Local Plan (2015) and sections 7 and 12 of the National Planning Policy Framework (2012).

West Ward (Councillors J Hewitt/T Jones)

8. **12 COBURG ROAD, DORCHESTER, DT1 2HW - WD/D/16/001243 + WD/D/16/001245**
Convert second floor flat parapet roof to balcony and remove metal staircase and installation of dormer window. Replace kitchen flat roof with a pitched roof, erect side extension and installation of east facing dormer window
No objection
9. **39 TREVES ROAD, DORCHESTER, DT1 2HE - WD/D/16/001227**
Alterations to include replacement of rear flat roof with mono pitch roof and erect replacement detached garage
No objection
10. **LAND ADJACENT TO 13-15 CASTLE CLOSE, DORCHESTER, DT1 2JE - WD/D/16/001455**
Development of four, 1 bedroomed flats with parking and amenity space within corner garden plot of 13/15 Castle Close, Dorchester
No objection, however, the Committee were disappointed that the proposal did not provide for any on site parking for the two existing properties and this would intensify on street parking in Castle Close.

Additional Applications

11. **15 ST HELENS ROAD, DORCHESTER, DT1 1SD - WD/D/16/001524**
Replace a flat roof rear extension with a dual pitched single storey extension.
Internal remodel to the adjacent section of the house.
No objection

Dorchester Town Council

Planning and Environment Committee

5 September 2016

Present: Councillors T. Harries, J. Hewitt, S. Jones, T. Jones, F. Kent-Ledger, T. Loakes, R. Potter and M. Rennie

Apologies: Councillors C. Biggs, R. Biggs, A. Canning, S. Hosford (Chairman), T. Jones, and D. Taylor

Also Present: Councillor G. Duke

24. **Appointment of Chairman**

In the absence of the Chairman and Vice Chairman, Councillor Harries was appointed Chairman for the meeting.

25. **Declaration of Interest**

Councillors S. Jones and R. Potter both stated that as a members of WDDC's Development Control Committee, they would keep an open mind on the planning applications and consider all information available at each stage of the decision process. They would take part in the debate and vote on planning applications at this meeting.

26. **Minutes**

The Minutes of the meeting of the Committee held on 1 August 2016 were confirmed and signed by the Chairman as a correct record.

Minute 17. i)/16

Councillor Duke gave an update on WDDC's further consideration of the future of the Charles Street development and the Committee noted that the report being considered by WDDC's Executive, together with a cover report by the Town Clerk, would be considered at their next meeting.

27. **Minute Update Report**

i) Minute 19/16 (1 August 2016)

Monmouth Road Area Parking Issues

There was disappointment at the response from DCC regarding the requests for additional parking restrictions that the Town Council had supported from residents in the Monmouth Road area.

It was agreed to consider this issue further at the next Committee meeting and to ask for Councillor Richard Biggs' input into this as the County Councillor with the most direct involvement in these matters.

ii) Minute 21/15 (1 August 2016)

Victoria Park Post Office

The Committee Clerk reported that the Town Clerk was in the process of arranging a meeting between Post Office and Town Council representatives and this would hopefully be in the next few weeks.

Resolved

- i) That the Minute Update Report be noted.

- ii) That an item be put on the agenda for the meeting on 3 October 2016 regarding Monmouth Road parking issues and that Councillor Richard Biggs be asked for his input into this.

28. **Planning Applications**

Councillor Kent-Ledger expressed a non-pecuniary interest in planning application WD/D/16/001711 as her husband is employed by the applicant.

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

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.

29. **Dorchester Transport and Environment Plan (DTEP) – Lower South Street Enhancement**

The Committee were pleased to see the proposals to amend the Traffic Orders relating to the use of New Street and lower South Street by disabled persons vehicles and Members considered that this would make the use of these pedestrianised streets safer and much clearer. The Committee unanimously supported the proposals.

Resolved

That Dorset County Council be advised that Dorchester Town Council supports the proposals to amend Traffic Regulation Order No. 374/08 and Article 14.1.6 of Schedule 23.50 of the West Dorset Traffic Regulation Consolidation Order 2014.

30. **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 September 2016

East Ward (Councillors T Harries/S Jones/F Kent-Ledger)

1. **1 SALISBURY TERRACE, SALISBURY STREET, DORCHESTER, DT1 1JT - WD/D/16/001601 + WD/D/16/001602**
Reinstatement of de-roofed existing outbuilding. Removal of two wooden fireplace surrounds and replacement with victorian style surrounds.
No objection
 2. **33 EDDISON AVENUE, DORCHESTER, DT1 1NX - WD/D/16/001505**
Erect single storey lean-to extension to front to form extended kitchen with pitched roof porch
No objection
 3. **35 EDDISON AVENUE, DORCHESTER, DT1 1NX - WD/D/16/001506**
Erect single storey lean-to extension forming extended kitchen/wc to front with pitched roof porch
No objection
 4. **LOUDS MILL, ST GEORGES ROAD, DORCHESTER, DT1 1PH - WD/D/16/001660**
Demolish existing GCS Agricentre Unit and adjoining Lawnmower Sales and replace with new GCS Agricentre Unit and Country Store Unit. Relocate Lawnmower Sales to existing Country Store Unit.
No objection. However, the Committee considered that the remaining Listed Buildings and associated elements on site should be retained and protected. Also the Committee requested that the applicant be asked to consider reinstating public access through the site to the River Frome and water meadows.
- North Ward (Councillors R Biggs/A Canning/S Hosford/T Loakes/D Taylor)**
5. **TERRITORIAL ARMY, POUNDBURY ROAD, DORCHESTER, DT1 1TA - WD/D/16/001454**
Part UPVC replacement & part refurbishment of existing windows (revised scheme)
Dorchester Conservation Area
No objection
 6. **NORTH QUADRANT OF POUNDBURY PHASES 3 AND 4 - WD/D/16/001590**
Access; appearance; landscaping; layout and scale for 380 houses and flats and 68.4 sq.m. of non-residential floorspace - matters reserved for further approval by outline planning permission ref. 1/D/09/001363
No objection
 7. **WESSEX HOTEL, 32 HIGH WEST STREET, DORCHESTER, DT1 1UP - WD/D/16/001624 + WD/D/16/001625**
Proposed new flat roof, timber frame rear extension to provide a new Male WC, amend the existing Male WC to create a Unisex Disabled WC and amend the existing external escape stairs.
Dorchester Conservation Area and Grade II Listed Building
No objection
 8. **STERLING HOUSE, PRINCES STREET, DORCHESTER, DT1 1TW - WD/D/16/001755**
Change of use from offices to 2 self-contained flats
No objection

9. **THE FIRESTATION, DELAPORT HOUSE, TRINITY STREET, DORCHESTER, DT1 1TU - WD/D/16/001711**
 Demolition of Delaport House (The Fire Station), construction of a new 3m high brick perimeter wall with double gates and vehicle access crossover widening
 Recommend refusal. The modern, industrial appearance of the gate and wall would be detrimental to the character of the Conservation area, it would be out of keeping with the street scene and the development neither preserves nor enhances the Conservation Area. Additionally the development would further diminish traditional features and character within the Conservation Area. As such the development is contrary to Policies ENV. 4 and ENV. 10 of the West Dorset and Weymouth and Portland Local Plan and Part 12 of the NPPF (2012). Additionally, the Committee asked that if the Firestation building is demolished, the Dorchester crest plaque, on the east elevation of the existing building fronting Trinity Street, be preserved.
10. **DUCHESS OF CORNWALL, 12 QUEEN MOTHER SQUARE, POUNDBURY, DORCHESTER, DT1 3DD - WD/D/16/001708**
 Erect External Pictorial Sign, breeze screens and signwriting
 No objection
11. **6 ELVASTONE STREET, POUNDBURY, DORCHESTER, DT1 3RL - WD/D/16/001819**
 Extend the projection of existing timber conservatory from 2400mm to 3400mm
 No objection
12. **131 BRIDPORT ROAD, DORCHESTER, DT1 2NH - WD/D/16/001741**
 Erect two storey side extension forming garage, utility, wc to ground floor with bedroom & ensuite to first floor. Single storey rear lean-to extension forming living area.
 No objection, however, if the application is approved the Planning Authority is asked to add a planning condition to ensure that the window in the new bedroom on the first floor, on the east side of the property overlooking No 129. Bridport Road, has obscure glazing
13. **15 CORNHILL, DORCHESTER, DT1 1BJ - WD/D/16/001818**
 1No non illuminated fascia sign and 1No non illuminated hanging sign
 No objection

South Ward (Councillors C Biggs/R Potter/M Rennie)

14. **THOMAS HARDYE HALL, BONDED STORES, BREWERY SQUARE, WEYMOUTH AVENUE, DORCHESTER - WD/D/16/001438 + WD/D/16/001444 (Change of Use) And WD/D/16/001494 & WD/D/16/001495 (Advertisement Consent)**
Dorchester Conservation Areas and Grade II Listed Building
 To consider additional information (attached) provided by the applicant regarding the objection submitted by Dorchester Town Council.
 WD/D/16/001438 + WD/D/16/001444 - Taking into account all of the additional information provided from the applicant and noting that Environmental Health did not have any issues with internal noise from the development (having seen the applicant's acoustic report), the Committee agreed to withdraw their objection to change of use of the site.
 WD/D/16/001494 & WD/D/16/001495 – Having looked again at the plans for the advertisements for the development and photographs provided by the applicant, the Committee reiterated their previous objection i.e. Recommend refusal. With regards to the signage, the Committee considered that the proposed signs, particularly to the front elevation of the building (which was noted as a 'frontage of high importance' in Brewery Square's original masterplan), by reason of their modern design and colours, large scale and inappropriate illumination were considered to

result in substantial harm to the visual amenities of the locality including a detrimental impact on the character of the listed building and the setting of other listed buildings within the vicinity. The signage would be contrary to the Town Council's Internally Illuminated Shop Signage Policy and the application would not preserve or enhance amenities within the Dorchester Conservation Area and would therefore be contrary to policies ENV 4 and ENV 14 of the West Dorset, Weymouth & Portland Local Plan (2015) and sections 7 and 12 of the National Planning Policy Framework (2012). Additionally, the Committee considered that the signage on the top fascia of the north elevation was too dominant and its size should be reduced to be subservient to signage for Brewery Square further along that elevation and preferably it be located elsewhere on that elevation in a less prominent position. They also considered that Option 2. for that elevation with no running man logo was the better option.

15. **2 POWYS CLOSE, DORCHESTER, DT1 2RG - WD/D/16/001468**

Erection of a close boarded fence on slotted posts and 6' concrete gravel boards to be positioned on the external boundary of the property

Recommend refusal. The proposed solid close boarded fence would interrupt the predominantly open character of the estate, providing a dominating and incongruous feature in the street scene integrating poorly with the distinctiveness of the local area. As such, it could be a detriment to visual amenity, particularly on this prominent corner plot location, and would be contrary to Policy ENV10 of the West Dorset, Weymouth and Portland Local Plan (2015).

West Ward (Councillor J Hewitt/T Jones)

16. **1 STOWCASTLE STREET, POUNDBURY, DORCHESTER, DT1 3GF - WD/D/16/001649**

Single storey rear extension

No comment as the applicant is a Dorchester Town Councillor

17. **42 MAIDEN CASTLE ROAD, DORCHESTER, DT1 2ES - WD/D/16/001752**

Single Storey Extension

No objection

Dorchester Town Council

Management Committee

13 September 2016

Present: The Mayor (Councillor T. Harries) and Councillors C. Biggs, G. Duke, S. Jones, F. Kent-Ledger, R. Potter (Chairman), M. Rennie, K. Rice and D. Taylor.

Apologies: Councillors A. Canning, J. Hewitt and A. Lyall.

14. Minutes

The Minutes of the Meeting of the Committee held on 12 July 2016, adopted by Council on 26 July 2016, were taken as read and were confirmed and signed by the Chairman as a correct record.

15. Site Visits to Council Owned Properties and Sites

The Committee considered the notes of the site visit held to various Council owned properties and sites held on 23 August 2016 (Appendix 1 to the minutes).

Members noted and supported the proposals, as set out in the notes, in respect of Poundbury Cemetery. In respect of the boundary wall the Committee requested that it be as low as possible and be good value for money.

The Committee welcomed that the green burial area was to be reviewed and a report be presented to a future meeting of the Committee.

It was noted that Transition Town Dorchester would progress the allotments at Red Cow Farm once agreement had been reached with the Duchy of Cornwall regarding the infrastructure. Members also requested that the new road be completed as soon as possible.

With regard to Maumbury Rings it was felt that the possibility a pathway linking the Dorchester South Station area to Maumbury Rings should be investigated further. It was noted that the Joint Heritage Committee had investigated this matter previously and found the cost to be prohibitive.

Resolved

That the actions contained within the notes of the meeting be supported.

16. Task and Finish Group

The Committee felt that it would be appropriate to establish a Task and Finish Group in respect of WW1 commemoration events and any other ad-hoc events that might come along up to and including 2018.

Resolved

That an Events and Commemorations Task and Finish Group be established with the following membership:- The Mayor of the time and Councillors J. Hewitt, S. Jones and M. Rennie.

17. **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. Members supported the action taken by officers in respect of replacing the existing vehicle used in the Gardens with a second hand tipper vehicle.

The Committee also noted the work required behind the scenes to obtain the Green Flag Award and requested that an article be prepared for DT1 about all that was necessary to achieve it.

Resolved

That the Outdoor Services Team update be noted.

18. **Borough Gardens – Carpet Beds**

Members considered a report by the Deputy Town Clerk proposing that, following the success of the Queen's 90th birthday bed, that one large high quality carpet bed be created on the West Walks side of the Gardens in place of the existing carpet bed location on the other side of the Gardens. The situation with regard to the two smaller beds would be reviewed after the end of next summer. It was noted that it was still proposed to move the grass free lawn to the West Walks side of the Gardens prior to the new tennis courts being built.

The Committee supported the proposal and suggested that an article be placed in the next Town Council newsletter asking for ideas for something special for the new bed. It was noted that the One World logo could be ideal if the festival was to return in 2017.

Whilst discussing the Gardens it was requested that a review of the water feature in the play area be carried out as it had been reported that the water activation buttons were hard to use for smaller children and those with disabilities. It was noted that the safety surfacing also needed some attention and that a report would be prepared for a future meeting of the Committee.

Resolved

- (1) That the proposal for a new single carpet bed on the West Walks side of the Gardens be approved.
- (2) That an article be placed in the next Town Council newsletter asking for suggestions for the theme of the new bed.
- (3) That a report be prepared for a future meeting of the Committee reviewing the operation of the water play feature in the play area.

20. **Borough Gardens – New Tennis Courts**

Members considered a report by the Deputy Town Clerk which updated them on the progress being made in respect of building a new set of tennis courts on the old bowling green in the Borough Gardens the corner of which had been identified as Scheduled Ancient Monument.

The Committee noted the revised timescale for the project and that Historic England had now indicated its approval to the project in principle subject to some trial trenching.

Resolved

That the progress report and new project timescales be noted.

21. Revised Dog Control Orders

The Committee considered a report by the Outdoor Services Manager informing it that West Dorset District Council was reviewing its Dog Control Orders which also applied to the majority of the Town Council's open spaces, play areas, the Gardens, cemeteries and sports grounds.

Following consultation with the Chairman and Vice Chairman of the Committee only two areas of change had been proposed; changing King's Road playing fields, which were not used for formal sport, to an area where dogs could be off leads and at Weymouth Avenue Recreation Ground where controls would be introduced to exclude dogs from the marked sports pitches and require them to be on leads within a 5m perimeter of them. The remaining space would remain for dog exercise.

The Deputy Town Clerk informed Members that the Orders were West Dorset District Council's Orders and that there was no obligation on that Council to refer back to the Town Council following the consultation.

Following consideration Members felt that as the playing fields at King's Road were still used for informal sport then the existing Town Council byelaw to exclude dogs should remain.

Resolved

That the consultation on the new Dog Control Orders be agreed subject to King's Road Playing Fields remaining a no dog area.

22. Dorchester Skatepark

Members considered correspondence from Stop the Drop suggesting that the skatepark be closed for periods of time unless the litter situation improved. Stop the Drop had subsequently contacted the Council suggesting that the litter had reduced recently.

It was noted that a new bin was due to be installed at the head of the skatepark.

Resolved

That the suggestions from Stop the Drop be noted but that they not be acted upon at the present time.

23. Volunteer Centre Dorset

The Committee considered correspondence from the Volunteer Centre Dorset asking whether the Council would wish to contribute towards its Volunteer Awards Evening.

Resolved

That a contribution of £200 be made towards the Volunteer Awards Evening subject to the receipt of accounts.

(Councillor R. Potter declared a personal interest in the above matter.)

24. **Dorchester Choral Society**

Members considered correspondence from the Dorchester Choral Society seeking a contribution towards its forthcoming concert. The Society had not asked for a contribution towards any specific cost and had not submitted accounts.

Resolved

That the request for a grant from the Dorchester Choral Society be not agreed.

25. **Cemetery Matters**

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

The Committee had before it a report with details of 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.

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 4182 to 4193 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

26. **Buildings Monitoring Report**

The Committee received the monitoring reports for the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House.

Resolved

That the Buildings Monitoring Report be noted.

27. **Dorchester Arts**

The Committee received and noted the minutes of the Dorchester Arts Board Meeting held on 20 June 2016.

28. **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.

29. **New Sports Arena**

The Committee considered a report by the Deputy Town Clerk on a wider scheme for the proposed sports arena in the area of Hawthorne Road allotments which would have the benefit of contributing towards another area of the Council's Corporate Plan objectives.

Recommended

- (1) That the appropriate consultations be undertaken with regard to the provision of a sports arena only in the first instance.
- (2) That consideration be given to a wider scheme at a later date.

Chairman

Notes of a Site Visit held on 23 August 2016 at 5.00pm.

Sites visited – Poundbury Cemetery, New allotment area and open space at Red Cow Farm, Louds Mill Depot and Maumbury Rings.

Attending: The Mayor Councillor T Harries and Councillors C. Biggs, R. Biggs, A. Chisholm, G. Duke, J. Hewitt, S. Jones, F. Kent-Ledger, T. Loakes, T. Lyall, R. Potter, M. Rennie, K. Rice and D. Taylor.

Steve Newman, Deputy Town Clerk.

1. Poundbury Cemetery

The Deputy Town Clerk reported on the works still required to complete the cemetery which included removing an earth bund and building the boundary wall and laying out and hard surfacing access roads / paths further into the cemetery. The Deputy Town Clerk proposed reducing the number of pathways and obelisks, originally planned, in the middle of the central traditional burial part of the cemetery which served no real purpose and which reduced available grave space. The proposal meant that the whole area could be designated for traditional grave space with the proposed ashes plots being moved to near Muslim section side of the cemetery which was more contiguous with the existing ashes plots.

It was agreed that the works to complete the cemetery should be undertaken subject to the amendments proposed by the Deputy Town Clerk.

Members also inspected the green burial area and discussed a number of different options for improvement which included some additional tree planting, creating more of a meadow feel with the possibility of a wildflower strip along the boundary and allowing some form of marker for graves (wooden disk or small stone marker). It was agreed that this be investigated with a report back to the Management Committee in due course.

It was noted that some work was required to 'top up' some of the burial spaces which had taken place in the past.

2. New Allotment Site and Open Space at Red Cow Farm

The Group visited the new allotment site and open space at Red Cow Farm. It was noted that the area had not been transferred to the Town Council as yet. Members were also reminded that it had previously been agreed that Transition Town Dorchester would manage the allotment site on behalf of the Council.

Whilst at the site, local resident David Butler addressed Members with regard to his concerns about the hedge that had been planted on the river side of the road. His concerns centred on the safety of children who would not be able to be seen once the hedge had established. It was noted that the hedge was a planning requirement and the developers were therefore required to provide it as was – in future the hedge would be managed by the Town Council which would take a view on how the hedge should be managed at that time taking into account all relevant factors.

3. Louds Mill Depot

Members visited the Louds Mill Depot and noted its facilities. The group felt that the depot was a useful facility.

4. Maumbury Rings

The group viewed Maumbury Rings and were informed that:-

- Historic England had recently given consent to three new information Boards being provided with the old one being removed.
- HE had also given consent to the north and south step ways to the top of the bank being improved.
- HE had provided consent to a general management plan for the area which would allow the Council to undertake routine and urgent repair work without the need for an additional consent.
- Members were informed that the Heritage Committee had also agreed to provide funding for a 'Welcome to Maumbury Rings' style of sign to be attached to the outside of the fence.

Whilst at the site Members noted that the wall adjoining Maumbury Square would require some improvements in due course – the wall was likely to be in the ownership of the Maumbury Square Management Company.

Members also felt that there was an opportunity to create a walkway direct from Dorchester South Railway Station to Maumbury Rings using the land behind Maumbury Square which was not, at present, developed.

Outside of Maumbury Rings Members noted that the piece of land on the corner of Copper Street and Weymouth Avenue and believed to be owned by Brewery Square Ltd, was not very well maintained and would benefit from some tidying up.

Meeting closed 6.50pm.

Dorchester Town Council

Policy Committee

20 September 2016

Present: Councillors B. Armstrong-Marshall (Chairman), A. Chisholm, S. Hosford, T. Jones and P. Stein.

Also present: Councillors J. Hewitt & M. Rennie

Apologies: Mayor T. Harries and Councillor R. Biggs and G. Jones

7. **Minutes**

The Minutes of the Committee of 19 July 2016, adopted by Council on 26 July 2016, were taken as read and confirmed and signed by the Chairman as a correct record.

8. **Financial Report 2016-17**

The Town Clerk provided an update covering the Council's Month 5 spend in relation to the budget, and the current debt and payments position. He responded to a question regarding the salaries budget and profiling.

Resolved

- a) That the Payments list totalling £214,985.97 is approved
- b) That the Photocopying budget be reduced to £4,500

9. **Corporate Plan – Key Events since last full Update in May 2016**

The Committee received a report covering progress on Corporate Plan projects.

A member asked the Town Clerk to consider the HLF's Townscape Heritage Initiative as an alternative to the Great Places Fund. The Committee asked that the Town Clerk seek further information regarding the decision of the LEP to reject the two expressions of interest which had been submitted to them.

Noting progress on the Trinity St Tennis Courts Affordable Housing scheme the Committee appointed Councillors Armstrong-Marshall and Chisholm to observe the next phases of development.

It was noted that there had been an under spend of £70,000 on Phase 1 of The Walks refurbishment project, with no pressing need to accelerate later phases of the project.

The Committee noted the potential to supplement the proposed paving works in South Street and asked that further work be undertaken to evaluate options for additional paving works, adding the Cornhill to those already covered in the report.

Recommended to Council

That an additional £70,000 is made available to improve paving in South Street, with options for its use to be presented back to the Committee

The Town Clerk identified the need to determine whether to progress a Neighbourhood Plan for Dorchester and undertake work to understand the impact of the West Dorset Local Plan on housing development in and around the town. Two District Councillors present undertook to raise the issue at a forthcoming West Dorset District Council member briefing.

10. **Poundbury Cemetery Capital Infrastructure**

The Town Clerk explained the background to the need for phase 2 of the cemetery infrastructure works to be commissioned.

A member of the Committee identified that the original design had involved extensive discussions with the Duchy of Cornwall. The Town Clerk confirmed he would review the original agreement as part of the process of briefing an architect for the scheme.

Resolved

That a procurement process is undertaken to engage an Architect, who would revise the plans, obtain planning approval, develop a contract specification and tender for phase 2 infrastructure works

11. **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.

12. **Dorchester TIC- consultation on options presented by West Dorset District Council**

The Committee considered options proposed for the future delivery of the TIC service.

While expressing dissatisfaction with elements of the consultation process and some of the options that had been rejected by the District Council the Committee recognised the District Council's need to reduce its costs.

Resolved

That the Town Council supports the proposal of the District Council to transfer the TIC to Dorchester Library

The Committee discussed the long term delivery of tourism information services.

Resolved

That the Town Council consider its role in facilitating the longer term delivery of a TIC when it next reviewed its Corporate Plan

Chairman