

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE

11th MARCH, 2014

At a Meeting of the Management Committee held on 11th March, 2014:

PRESENT Councillors K.E. Armitage, C.S. Biggs, A.J. Canning, S. Hosford, T. James, A.J. Lyall, R.B. Potter (Chairman) M.E. Rennie and D. Taylor.

In Attendance

Councillor V.J. Allan.

APOLOGIES for absence were received from The Mayor (Councillor E.S. Jones) and Councillors D.J. Barrett and F.E. Kent-Ledger.

51. **MINUTES**

The Minutes of the Meeting of the Committee held on 14th January, 2014, adopted by Council on 28th January, 2014, were taken as read and were confirmed and signed by the Chairman as a correct record.

52. **MANAGEMENT ARRANGEMENTS**

(a) The Committee considered the schedule of work for the Outdoor Services Team and it was

RESOLVED

That the schedule of work for the Outdoor Services Team be noted.

(b) Members considered a report by the Deputy Town Clerk on options available in respect of the post and chain railings along South Walks and the grassed areas around fiveways junction. The Committee was strongly of the opinion that the whole of the posts, including those on Highway Authority land should be put into good repair. It was anticipated that the total cost would be in the region of £3,000.

It was

RESOLVED

That the Deputy Town Clerk undertake the necessary consultations with the Highways Authority with a view to preparing a scheme for the refurbishment of all of the post and chain railings in the area of South Walks and fiveways junction.

53. **BOROUGH GARDENS TENNIS COURTS**

The Committee had before it a report by the Deputy Town Clerk on a key fob management system in respect of the tennis courts in the Borough Gardens. Members

supported the scheme and felt that pay and play should continue but at a single rate of £6 per hour with no concessions.

It was

RESOLVED

- (1) That the key fob tennis court management system be introduced in the Borough Gardens as soon as possible subject to grant funding being received.
- (2) That with effect from the key fob system being in place the charges for tennis be £25 for a yearly fob and £6 per hour pay and play, both charges inclusive of VAT.

54. **DOG WASTE AND OTHER WASTE ISSUES**

Further to Minute No 28 (1) the Committee considered a report from the Deputy Town Clerk on progress made since the November, 2013 meeting. Members were pleased that the installation and provision of dog waste bags had proved successful and felt that the scheme should be rolled out to Maumbury Rings and the River Walk when funding allowed. In respect of Dorset Waste Partnership bins it was requested that the DWP be reminded of the need to place a notice on them reminding members of the public that the bins could be used for the disposal of dog waste.

Members also welcomed the 'design a poster' campaign which had been led by the Mayor and agreed that all Members should be sent a supply of different posters produced by local school children with a view to them erecting as many as possible for a two week period yet to be determined, Members to remove the posters at the end of the two week publicity period. The Committee also supported the proposal in respect of investigating opportunities to train one or more of the Council's Outside Services staff in respect of enforcement activities on its own sites.

Members noted that Stop the Drop had asked the Council to consider its position regarding the enforcement of litter regulations in the centre of town. The Committee felt that enforcement was important but that some of the problem areas were outside of the town centre and were created outside of normal working hours. It was also noted that the DWP's new recycling system had recently come into operation and that this might help reduce the litter problem. Members also expressed concern regarding the cigarette butt bins around the town, some of which appeared never to be emptied and some of which were in a poor state of repair.

It was also noted that there was often some litter left following the Wednesday market and it was requested that this issue be placed on the agenda for the next meeting of the Dorchester Markets Joint Informal Panel.

It was

RESOLVED

- (1) That the progress being made in respect of reducing dog fouling on Council own land be welcomed and extended to Maumbury Rings and the River Walk.
- (2) That the Dorset Waste Partnership be reminded of the need to place a notice on its bins reminding members of the public that they could be used for the disposal of dog waste.
- (3) That the ‘design a poster’ campaign led by the Mayor be supported with all Councillors being requested to erect posters in their Wards for a two week period in the near future.
- (4) That Stop the Drop be informed that any decision to appoint a commercial contractor to enforce litter regulations should not be made until the effect of the new recycling scheme for Dorchester on litter reduction and its location was known.
- (5) That the responsibility for repair and emptying of the cigarette butt bins be identified and reported back to the next meeting of the Committee.

55. **DRAFT CORPORATE PLAN - 2014**

Members considered the ‘How We Will Improve Our Services’ section of the emerging 2014 Corporate Plan. The Committee agreed that continuing to develop the new Youth Council should be included within the Democracy, Governance and Administration section of the plan and that options for future use of the Municipal Buildings in the context of Arts Provision should be brought forward to the medium term section of the plan.

It was considered that there should be reference to a heritage vision for the town contained within the plan and the Deputy Town Clerk confirmed that a heritage section was included within the full plan.

Members felt that when reporting back on the plan in future years it was important to have a commentary in respect of those targets which had not been achieved.

It was

RESOLVED

That, subject the amendments set out above, the draft ‘How We Will Improve Our Services’ section

of the 2014 Corporate Plan be agreed so far as this Committee is concerned.

56. **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 and it was

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 and it was

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 and it was

RESOLVED

That the action of the Town Clerk in approving designs numbered 4008 to 4017 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

57. **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. Members were pleased to note that the work to the sound acoustic material in the Corn Exchange had been completed and appeared to be working well, that the new PA equipment had been tested and worked well and that the replacement of lights to LED's was nearly complete.

Members were informed that a meeting to discuss Municipal Buildings hire charges and Marketing Strategy was being proposed for the week commencing 24th March. It was agreed that the Chairman of the Committee and the Chairman of Property Management and Maintenance Panel attend. The Chairman of the Property Management and Maintenance Panel expressed his concern that a new website for the Municipal Buildings had yet to be established.

It was

RESOLVED

- (1) That the Weymouth Avenue Pavilion, Borough Gardens Community Room and Municipal Buildings Monitoring Reports be received.
- (2) That the Chairman of the Committee and the Chairman of Property Management and Maintenance Panel attend the proposed meeting to discuss Municipal Buildings hire charges and Marketing strategy.

58. **INFORMATION REPORTS**

The Committee considered the various reports which had been submitted for information. Members particular attention was drawn to the changes being made to the Dorchester Car Boot Charity Monies allocation process.

It was

RESOLVED

That the various information reports be noted.

59. **PAID INVOICES**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1st January, 2014 and 28th February, 2014 totalling £94,794.45 (net) together with direct debits for the same period totalling £57,434.15 (net).

It was

RESOLVED

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

Chairman