

# **Dorchester Town Council**

## **Management Committee**

**15<sup>th</sup> January 2024**

**Present:** Councillors L. Fry, S. Jones, F. Kent-Ledger (Chairman), R. Major, R. Potter, D. Leaper, R. Ricardo and K. Reid.

**Apologies:** Councillors D. Taylor and M. Rennie.

In attendance:

Councillor R. Biggs.

Officers: Tony Hurley (Assistant Town Clerk – Corporate) and Carl Dallison (Assistant Town Clerk – Outdoor Services).

### **33. Declaration of Interests**

Minute Nos. 39 & 40 - Cllr Fry declared an interest as a member of Dorset Council's Licensing Committee.

Minute No. 43 (a) – Cllrs Fry and Leaper declared interests as members of the Dorchester Rugby Club.

### **34. Minutes**

The Minutes of the Meeting of the Committee held on 13<sup>th</sup> November 2023, adopted by Council on 27<sup>th</sup> November 2023, were taken as read and were confirmed and signed by the Chairman as a correct record.

### **35. Exclusive rights of burial at Poundbury Cemetery**

Cllr Kent-Ledger invited Ms Salkeld to address the committee with regard to the family's request purchase a specific grave location in Poundbury cemetery contrary to the town council's policy. The family felt that there had been lack of clarity in an understanding of the council's policy by all parties. Cllr Reid asked if the family would consider it satisfactory to purchase a grave anywhere is a specific area of the cemetery but Ms Salkeld indicated that it would not. Cllr Potter stated that similar requests had been made by other families in recent years and these had been declined in accordance with council policy. The Assistant Town Clerk (Outdoor Spaces) outlined the options in terms of double-depth plots and cremations placed into interments. Ms Salkeld asked if the matter could also be considered by Full Council if Management Committee did not grant her family's request. Cllr Kent-Ledger expressed sympathy for the family but stated that the council had now written to the local funeral directors to reiterate the council's policy on 'next in line' burials.

#### **Resolved:**

That there should not be any exception to the council's agreed policy of only allocating burial plots on a 'next in line' basis.

**36. Outdoor Services – Update Report - Winter 2023-24**

The committee received the update report from the Assistant Town Clerk (Outdoor Services). Cllr Potter congratulated the Outdoor Services team on the Carols in the Gardens event and the new benches by the riverside. Cllr Jones requested that in future the council should not encourage the use of plastic bottles for the lanterns at the carols event.

**Resolved:**

That the Outdoor Services update report for Winter 2023-24 be noted.

**37. Maintenance arrangements for The Great Field**

Cllr Fry asked if any organisation could be allowed to mow the wildflower area and Carl Dallison indicated that this might be allowed subject to checks and insurance. Cllr Fry also highlighted the muddy conditions on the trackway. Cllr Leaper supported the new arrangements and would help with discussions with the Duchy of Cornwall.

**Resolved:**

That the proposed changes to the maintenance regime and provision at The Great Field as laid out in section 4 of the report be agreed.

**38. Revenue budget 2024-25**

It was requested that the Responsible Financial Officer be asked to attend future budget setting meetings in order to respond to member queries. Cllr Reid suggested that the budget tables could include explanatory notes where there were significant changes compared to previous years.

**Resolved:**

- a) That the Policy Committee be informed that the draft Estimates for 2024-25 be approved so far as this Committee is concerned.
- b) That with effect from 1 April 2024, the Cemetery fees and hire charges for the Borough Gardens House and Tennis Courts be as set out in Appendix 1.

**39. Licensing of the Dorchester Cider Festival**

The proposal to give permission to the Dorchester Round Table to apply for a Premises Licence specifically for the annual Cider Festival was discussed and supported. Members were keen to support this successful event.

**Resolved:**

That permission is given to the Dorchester Round Table to apply to Dorset Council for a premises licence for the annual, one-day Dorchester Cider Festival held in

Borough Gardens.

**40. Proposal for Premises Licence for The Great Field**

The proposal for the town council to apply for a Premises Licence for The Great Field as proposed in the report was discussed and supported.

**Resolved:**

That the proposal to apply for a Premise Licence in accordance with the scope set out in 2.3 of the report and for the area defined in Appendix A be agreed.

**41. Review of summer events programme 2023**

The proposals for the 50<sup>th</sup> anniversary 'funday' in Borough Gardens were supported and Cllr Potter highlighted that 2024 was also the 50<sup>th</sup> anniversary of the Civic Society and asked that they be involved in any celebratory event.

**Resolved:**

- a) That the review of the 2023 events programme and plans for 2024 be noted.
- b) That proposals for the council to hold an additional family fun day in Borough Gardens in June 2024 to celebrate the 50<sup>th</sup> anniversary of the Town Council be agreed.

**42. Community Fridge update**

The report was welcomed although members raised concerns as to the availability of the fridge to the community and potential donors. Cllr Jones highlighted previous proposals for a community fridge on the western side of the town, perhaps in the foyer at Dorchester Sport Centre. Officers were asked to explore the potential for this additional fridge through discussions with 1610.

**Resolved:**

That the community fridge report be noted.

**43. Grant Applications**

The Committee considered various requests for financial assistance.

**Resolved:**

- a) That the Dorchester Rugby Club be awarded a grant of £500 towards the cost of a new gazebo, carry bag and weights.
- b) That Dorset Craft Workshops CIC be awarded a grant of £500 towards the cost of craft equipment.
- c) That the Durnorvaria Silver Band be awarded a grant of £330 towards the cost of 30 music stands.

- d) That the Thomas Hardy Society be invited to resubmit its grant application to a future committee meeting and provide more information on the students attending the conference.

**44. Minutes of the Twinning & Cultural Activities Panel**

The minutes of the Panel were discussed. Cllr Potter asked that the Panel consider ways of commemorating the life of Queen Elizabeth II.

**Resolved:**

That the minutes of the Twinning & Cultural Activities Panel be noted.

**45. Minutes of the Dorchester Arts board meeting**

Members considered the board meeting minutes and Cllr Leaper commended Dorchester Arts on their recent performance. The difficulties that many voluntary sector organisations were experiencing in recruiting volunteer treasurers was noted.

**Resolved:**

That the minutes of the Dorchester Arts board meeting minutes be noted.

**46. Cemetery Matters**

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

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

**Resolved:**

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

**(b) Headstones and Inscriptions**

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

**Resolved:**

That the action of the Town Clerk in approving designs numbered 5382 to 5397 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

**47. 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.

48.     **Maintenance of The Great Field**

The confidential report of the Assistant Town Clerk (Outdoor Services) was discussed and the proposals agreed.

**Resolved:**

- a)   That Wessex Ground Maintenance Ltd be contracted to undertake the Great Field maintenance works for a period of up to 3 years on an annually renewing basis to be funded from within the existing maintenance budget.
  
- b)   That the Policy Committee be requested to agree the increase in the Outdoor Services staffing establishment of a permanent half-time post funding for which is already included within the 2024-25 staffing budget.

Chairman.....

## APPENDIX 1 – FEES & CHARGES

### CEMETERIES FEES

#### Interments

1 Apr 24

- |   |      |
|---|------|
| a) An infant under 2 years or stillborn | Nil  |
| b) A person aged 2 years or older       | £745 |
| c) A casket of ashes                    | £205 |

#### Scattering of ashes

- |   |     |
|---|-----|
| a) In a previously used plot or in the Poundbury Pavilion chamber | £66 |
| b) In the Garden of Remembrance                                   | £34 |

#### Exclusive rights of burial in earthen graves

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

- |   |       |
|---|-------|
| a) Full Sized Plot                      | £1000 |
| End of term Renewal for 25 years        | £850  |
| b) Ashes plots and infant under 2 years | £670  |
| End of term Renewal for 25 years        | £525  |

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

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

#### Monuments, gravestones, tablets and monumental inscriptions

Right to erect or place a headstone, footstone, tablet, flat stone, plaque, or monument in any other form at any site not subject to Exclusive Right of Burial

£235

Additional inscription on a gravestone or other memorial (for each deceased)

£115

### BOROUGH GARDENS COMMUNITY ROOM HIRE FEES

Prices include VAT. Performing Rights Fee may also be payable.	Per Session £	Hourly Rate £	Hourly from 5.00pm £
Voluntary and Community Organisations	61	29	41
Other Non-Commercial or Private Events	71	31	46
Commercial	97	41	66

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

### TENNIS FEES

- |                              |       |
|------------------------------|-------|
| Annual Membership            | £50   |
| Dorchester Resident Discount | - £15 |