

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE

11th NOVEMBER, 2008

At a Meeting of the Management Committee held on 11th November, 2008:

PRESENT The Mayor (Councillor C.M. Hebditch) and Councillors C.S. Biggs, A.J. Canning (Chairman), A. Harries, L.E. Heath, T. James, E.S. Jones, F.E. Kent-Ledger, A.J. Lyall, P.G. Mann, R.B. Potter and M.E. Rennie.

APOLOGY for absence was received from Councillor S.C. Hosford.

27. **MINUTES**

The Minutes of the Meeting of the Committee held on 9th September, 2008, adopted by Council on 23rd September, 2008, were taken as read and were confirmed and signed by the Chairman as a correct record.

28. **MINUTES OF MANAGEMENT PANELS**

(a) **Recreational Activities Panel – 8th October, 2008**

The Committee considered the Minutes of the Meeting of the Recreational Activities Panel held on 8th October, 2008 (for Minutes see Appendix I). It was reported that work on building the Youth Shelter at the Great Field had stopped as there were concerns regarding the structural integrity of the roof supports.

It was

RESOLVED

That the Minutes be approved so far as this Committee is concerned.

(b) **Risk Management Panel – 20th October, 2008**

The Committee considered the Minutes of the Meeting of the Risk Management Panel held on 20th October, 2008 (for Minutes see Appendix II) and it was

RESOLVED

That the Minutes be approved so far as this Committee is concerned.

(c) **Property Management and Maintenance Panel – 21st October, 2008**

The Committee considered the Minutes of the Meeting of the Property Management and Maintenance Panel held on 21st October, 2008 (for Minutes see Appendix III) and it was

RESOLVED

That the Minutes be approved so far as this Committee is concerned.

(d) Arts Panel – 4th November, 2008

The Committee considered the Minutes of the Meeting of the Arts Panel held on 4th November, 2008 (for Minutes see Appendix IV) and it was

RESOLVED

That the Minutes be approved so far as this Committee is concerned.

29. **MANAGEMENT ARRANGEMENTS**

(a) Works Programme for Parks, Gardens and Open Spaces

The Committee received the schedule of work for the Outdoor Services Team. One member reported having recently seen fencing that had been painted only a year or so ago which already needed repainting and requested that any new play area fencing that the Council erects continue to be galvanised and unpainted.

It was

RESOLVED

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

(b) Inventory of Public Seats, Litter and Dog Bins

The Committee was advised that an inventory of all public seats, litter and dog bins owned by the Council had been produced. Members expressed appreciation of the work undertaken to produce the inventory.

It was

RESOLVED

That the inventory of Council owned public seats, litter and dog bins be welcomed.

(c) Drought Resistant Hanging Baskets

The Committee considered a report by the Compliance Manager which set out the results of two trials into the use of hanging baskets which required less watering than traditional hanging baskets. Both trials had failed to produce a good display and it was

RESOLVED

That the production of traditional hanging baskets continue but that any new methods of producing

hanging baskets that require less watering and maintenance be investigated.

30. **CHARGES FOR ALLOTMENTS**

The Committee reviewed the charges for allotments to be effective from 1st January 2009 and it was

RESOLVED

- (1) That the allotment charges for 2009 be as follows:

Half Plots

Frome Terrace £14.30

Other Sites £14.80

Full Plot

All Sites £27.50

- (2) That the existing arrangement to charge double rent to those people resident within a four mile radius of the Municipal Buildings who would not qualify for an allotment under the normal criteria be confirmed.

31. **LAND AT COLLITON STREET ON THE CORNER WITH GLYDE PATH ROAD**

Further to Management Minute 7 Members were informed that West Dorset District Council would not be willing to grant an agreement to a third party for the area of land at Colliton Street on the Corner with Glyde Path Road due to its relationship to the remainder of the Stratton House campus and the potential need to incorporate it in the District Council's office relocation project.

Members were further advised that the District Council, as part of its ground maintenance contract, was maintaining the land and that arrangement would continue. The Council had tended to allow vegetation in the area to mature but following the Committee's comments that the area did not appear to be well maintained the plot would be looked at again to assess the need for any additional works.

It was

RESOLVED

That the response from West Dorset District Council be noted with regret.

32. **THE RIFLES REGIMENT**

The Committee was informed that two parties from The Rifles Regiment would be returning from action in the Spring and Autumn of 2009: both parties would also have large groups of local Territorial Army members with them.

Members considered setting aside a sum of money in the 2009/10 budget so as to enable the Council to mark the returns.

It was

RECOMMENDED

That a sum of £4,000 be requested in the 2009/10 budget to enable the Council to mark the return to Dorchester of two separate parties of The Rifles Regiment.

33. **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 the increase in Borough Gardens House bookings.

It was

RESOLVED

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

34. **INFORMATION REPORTS**

The Committee considered the various reports which had been submitted for information and it was

RESOLVED

That the various information reports be noted.

35. **PAID INVOICES**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1st September, 2008 and 31st October, 2008 totalling £183,313.51 (net) together with direct debits for the same period totalling £103,638.52 (net).

It was

RESOLVED

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

Chairman

DORCHESTER TOWN COUNCIL

RECREATIONAL ACTIVITIES PANEL

8th OCTOBER, 2008

At a Meeting of the Recreational Activities Panel held on 8th October, 2008:

PRESENT Councillors A.J. Canning (Chairman), S.C. Hosford, L.M. Phillips and R.B. Potter.

In attendance:
Councillor D.J. Barrett

APOLOGIES for absence were received from The Mayor (Councillor C.M. Hebditch) and Councillor T. James.

3. **THE GREAT FIELD**

(a) **Football/Cricket Pitches**

Members were informed of the condition of the new football/cricket pitches at the Great Field following a site visit by the Council's Compliance Manager. The inspection had found a number of issues including a large number of stones with sharp edges protruding through the turf and the grass being chlorotic and yellow in some areas which indicated poor nutrient levels in the soil. The pitches were also badly waterlogged in some areas and the whole area had heavy clover weed growth. These issues had been made known to the Duchy who had started to take action on them. The hardest issue to resolve was the waterlogging but this could be overcome by installing a herringbone drainage system followed by a programme of 'Verti' draining and top dressing with sand.

The Panel felt strongly that the Council should not take responsibility for the pitches until all of the above matters had been resolved including a herringbone drainage system being installed.

It was

RECOMMENDED

That the Duchy of Cornwall be informed that this Council will not assume responsibility for the football/cricket pitches at the Great Field until all of the above matters had been resolved, including the installation of a herringbone drainage system.

(b) **Proposed Youth Shelter**

The Panel was informed that The Duchy of Cornwall had applied for a Certificate of Lawfulness in order to build the youth shelter but that this application had been refused. It was noted that the youth shelter was however being constructed and was nearly complete.

One Member expressed concern that the youth shelter did not look like a traditional youth shelter and it would therefore not be 'owned' by its target audience. It was considered important that the structure be complemented by other youth facilities nearby and possibly a plaque indicating its purpose. Some concern was also expressed regarding access to the shelter for the less able. The original design drawing did however indicate a ramped access and this part of the construction had yet to be undertaken.

(c) Additional Facilities for Older Children

The Panel were shown initial ideas for play equipment for older children that the Duchy of Cornwall had agreed to provide in the future as the Poundbury development progressed and which would complement the sports arena equipment and youth shelter already agreed for the area. Members agreed the style of equipment and asked that information be sought from the Duchy of Cornwall regarding a timescale for the purchase of the sports arena equipment and the additional complementary play equipment.

It was

RECOMMENDED

That information be sought from the Duchy of Cornwall regarding a timescale for the purchase of the sports arena equipment and additional complementary play equipment.

4. PLAY AREAS

(a) Annual Play Areas Inspection Report

The Panel had before it a copy of the report on the annual inspection of play equipment which had been undertaken by the Council's insurers and which was generally very positive. Members noted that the condition of the two metre high perimeter fencing at Poundbury Crescent play area was poor and in need of repair. This fencing had been an ongoing problem as it was mesh and was continually being broken down so as to gain access to the alley behind the fence. Members agreed that this fence should be replaced with a 2.5 metre high palisade style fence in steel which would be sturdy enough to prevent it from being continually broken.

It was

RECOMMENDED

- (1) That the annual play equipment inspection report be received.
- (2) That a special item be requested in the 2009/10 budget in the sum of £7,000 to replace the existing two metre high section of fencing at Poundbury Crescent play area.

(b) Play Area Budget and Priorities

Members considered a report by the Deputy Town Clerk on the play area budget and future priorities. Members noted that a grant application had been submitted to the 'Play Pathfinders / Playbuilders' initiative to fund a substantial piece of new play equipment at Kings Road Playing Field, the outcome of which would be known later in the year.

The Panel agreed that the multi play structures at Maiden Castle Road Play Area should be replaced, that a set of swings should be purchased for Woodlands Crescent Play Area and that the fitness trail at Sandringham Sports Centre should be enhanced and publicised. The estimated total cost of undertaking this work was £52,500 plus a possible additional £20,000 to match-fund the proposed new equipment at Kings Road Playing Field. When this work had been completed all of the Council's play areas would be of a high standard with no significant repairs or renewals anticipated over the next few years allowing the reserve to build in readiness for future major renewals.

It was

RECOMMENDED

- (1) That the grant application submitted during the summer for a substantial piece of new play equipment to be located at Kings Road Playing Field and the possible need to match fund the cost up to £20,000 be noted.
- (2) That the new equipment referred to above be purchased for Maiden Castle Road and Woodlands Crescent Play Areas and Sandringham Sports Centre fitness trail at a total cost of £52,500.
- (3) That a sum of £25,000 be added to the Play Equipment Repairs and Renewal Fund in 2009/10.

5. ALLOTMENTS

The Panel considered correspondence from a local resident who was unhappy that some allotment holders were using almost the whole of their plots to grow flowers when there were a number of people on the allotment waiting list wanting to grow vegetables out of need. The resident felt that the allotment rules should be amended to prohibit this activity. Members felt that allotments were provided for outside recreation and wellbeing and not just for need. It was also noted that new allotments would be provided at Red Cow Farm in due course which would reduce the waiting list significantly.

Whilst considering allotments concern was expressed regarding vehicles being parked all day on the grass verge alongside Herrington Road allotments opposite to the Winterbourne Hospital and Joseph Weld House entrance as it made exiting the allotments at that gate dangerous as a driver's view of the road was obstructed.

It was

RECOMMENDED

- (1) That the allotment rules should not be amended so as to prohibit the growing of flowers on allotments.
- (2) That the Traffic Panel be requested to consider what action might be taken to prevent vehicles parking on the grass verge adjacent to Herringston Road allotments.

(Councillor L.M. Phillips declared a personal interest in respect of the above matter as he was an allotment holder.)

6. **OBJECTIVES**

Members considered Panel Objectives for 2009/10 and beyond. Members agreed the following objectives:

- To deliver the new permanent skatepark at Little Fairfield;
- To work with the Duchy of Cornwall and others to progress the provision of facilities at the Great Field;
- To endeavour to provide additional allotment plots to meet the need of the waiting list;
- To improve play facilities for older children.

The Panel also discussed the provision of changing facilities at Kings Road but it was considered that this would still not be affordable and should not be included as an objective.

It was

RECOMMENDED

That the above objectives for 2009/10 be approved.

(Councillor D.J. Barrett declared a personal interest in respect of changing facilities at Kings Road as a family member played in a football team that used the pitch.)

DORCHESTER TOWN COUNCIL

RISK MANAGEMENT PANEL

20th OCTOBER, 2008

At a Meeting of the Risk Management Panel held on Monday, 20th October, 2008:

PRESENT Councillors M.A. Allwood, R.M. Biggs (Chairman) and L.E. Heath.

APOLOGY for absence was received from The Mayor (Councillor C.M. Hebditch).

1. **STRATEGIC AND OPERATIONAL RISK REGISTERS**

The Panel reviewed the strategic and operational risk registers which identified the risks faced by the Council. With regard to new risks Members felt that the strategic register should identify a new risk regarding the safety of the Council's investments in relation to the current financial climate. Members also felt that the Great Field should be identified as a potential future risk to ensure that any identified risk is mitigated prior to its formal handover to the Council.

Members also categorised the strategic risks using the PESTLECC model – Political, Economic, Social, Technological, Legislative, Environmental, Competitive and Customer.

With regard to the Council's emerging Business Continuity Plan the Deputy Town Clerk reported that he was attending training on this matter in the near future and work on developing the plan would continue following this training.

The Panel reviewed the actions arising from the risk assessment carried out to determine the risk of contracting Legionellosis, including Legionnaire's disease, from the Council's water systems. Clearwater Technology Limited had undertaken the assessment and had identified some cold water tanks that required cleaning and disinfecting; this work had now been undertaken. Staff involved in the routine tasks identified needed to be trained to enable them to undertake the necessary monitoring via a log book system which would identify the weekly, monthly and quarterly tasks required to comply with the relevant legislation and guidance. This training could be provided for £495.

It was

RECOMMENDED

- (1) That the strategic and operational risk registers, as amended, be approved.
- (2) That the Risk Assessment and Water Hygiene Survey Report and the actions taken be noted.
- (3) That training be provided with regard to monitoring for Legionellosis at a cost of £495.

2. **COUNCIL INSURANCES**

The Panel considered the insurance arrangements presently in place for the Council and the Deputy Town Clerk responded to Members detailed questions. The Panel felt that there was a potential risk should the insurance company cease trading without warning and agreed that its industry rating be checked and reported back to the Panel.

It was

RECOMMENDED

- (1) That the insurance arrangements presently in place for the Council be noted.
- (2) That the insurance company's industry rating be established and reported back to the Panel.

3. **CORPORATE MANSLAUGHTER AND CORPORATE HOMICIDE ACT 2007**

Members considered the National Association of Local Councils legal briefing on the Corporate Manslaughter and Corporate Homicide Act 2007 which brought into being a new offence of corporate manslaughter which applied to statutory bodies including Town and Parish Councils and it was

RECOMMENDED

That the briefing note from the National Association of Local Councils be noted.

4. **OBJECTIVES 2009/10**

Members considered Panel Objectives for 2009/10 and beyond. Members agreed the following objectives:

- To finalise the Council's Business Continuity Plan;
- To ensure that sufficient resource is available for continued risk management and business continuity training;
- To undertake a desktop business continuity exercise once the plan is agreed;
- To compare the Council's risk and business continuity arrangements with other local authorities.

It was

RECOMMENDED

That the above objectives for 2009/10 be approved.

DORCHESTER TOWN COUNCIL

PROPERTY MANAGEMENT AND MAINTENANCE PANEL

21st OCTOBER, 2008

At a meeting of the Property Management and Maintenance Panel held on 21st October, 2008:

PRESENT Councillors C.S. Biggs, L.E. Heath, A.J. Lyall (Chairman), L.M. Phillips and R.B. Potter.

APOLOGY for absence was received from The Mayor (Councillor C.M. Hebditch).

1. **MUNICIPAL BUILDINGS**

(a) **Proposed Lift**

The Panel was informed that the planning application for the lift had been resubmitted to the Local Planning Authority. English Heritage had identified some issues which, if satisfactorily addressed, would mean that they would not object to the planning application. The issues raised had been addressed and it was anticipated that the application would now be recommended for approval to the Government Office for the South West. If the application was approved as anticipated the work to install the lift would be scheduled for the first quarter of 2010.

(b) **Ground Floor Lavatories**

The Deputy Town Clerk updated Members on progress with the refurbishment of the ground floor lavatories. Members felt strongly that the refurbishment should be of a high standard that would stand the test of time and include new flooring and new arrangements for sanitary disposal. Members proposed that the Deputy Town Clerk make arrangements for refurbishment plans to be drawn up by a suitably qualified external consultant for detailed consideration by the Panel.

It was

RECOMMENDED

That the Deputy Town Clerk be authorised to make arrangements for refurbishment plans to be drawn up by an external consultant for consideration by the Panel.

(c) **Magistrates Room**

The Panel considered what improvements could be made to the Magistrates Room. Members proposed the removal of the little-used kitchenette so as to create additional storage space and replacement of the folding doors with new wooden ones. Members also wished for the existing floor covering to be replaced and possibly the curtains depending upon their condition on return from them being cleaned.

Members also felt that it would be worthwhile investing in some small round tables that could be used when the room was being utilised as part of the bar area when large functions were being held.

It was

RECOMMENDED

- (1) That the kitchenette be removed and the space generated be used for storage.
- (2) That the kitchenette folding doors be replaced with good quality wooden doors.
- (3) That samples and costs of new floor coverings be presented to the next meeting of the Panel.
- (4) That further consideration be given to the curtains at the next meeting of the Panel.
- (5) That the Deputy Town Clerk be requested to investigate the availability of small round tables of a design and construction which facilitates their economic storage.

(d) Millennium Exhibition Panels

Members considered removing the Millennium Exhibition Panels from the Foyer and Magistrates Room and it was

RECOMMENDED

That the Millennium Exhibition Panels be removed from the Foyer and Magistrates Room and if possible be relocated on the stairway wall leading to the Dressing Rooms.

(e) Cleaning Regime

The Panel considered the present cleaning regime which they regarded as inadequate. Members stressed the importance of the Buildings presenting a good public image and felt that the existing cleaning regime should be enhanced should resources allow. If contract cleaners were employed it was vital that the Town Hall Keepers maintained a high standard of cleanliness between cleans and this should be closely monitored.

It was

RECOMMENDED

That quotations for monthly contract cleaning be obtained for consideration at the next meeting of the Panel.

2. **BUILDING MAINTENANCE SCHEDULES**

The Deputy Town Clerk reported that the Council had previously agreed that Chartered Surveyors be employed to prepare building maintenance schedules for the Council's entire property portfolio. Quotations had previously been sought but the lowest amount quoted had been more than was originally estimated within the Council's budget. Members agreed that the Deputy Town Clerk enter into further price negotiations with the firm submitting the lowest price prior to accepting the quotation.

It was

RECOMMENDED

That the Deputy Town Clerk enter into further price negotiations with the firm submitting the lowest price prior to accepting the quotation.

3. **WEYMOUTH AVENUE PAVILION**

The Panel considered whether to tarmac the car park area at the front of Weymouth Avenue Pavilion at an approximate cost of £4,000 and it was

RECOMMENDED

That the car park area at the front of Weymouth Avenue Pavilion be tarmaced at an approximate cost of £4,000.

4. **LOUDS MILL DEPOT / ALLOTMENTS**

The Panel considered whether to tarmac the access road and car park at Louds Mill Allotments at an approximate cost of £6,000. Members agreed that this would be a worthwhile project but that it should not be undertaken this financial year.

It was

RECOMMENDED

That the principle of tarmacing the access road and car park at Louds Mill allotments be agreed and that a bid be made for the allocation of the necessary resources 2009-10.

5. **CHASEBOROUGH SQUARE WATER FOUNTAIN**

Members considered whether to undertake strengthening works to the fountain at Chaseborough Square which had been damaged by vehicles twice recently and had needed to be fenced-off in the interests of public safety. It was noted that the water pump had also failed earlier in the year and that staff had to visit the fountain at least once a week to top up the water supply and chlorinate it. The Panel felt that this particular piece of public art had been an unsuccessful feature which consumed a disproportionate amount of time and resource. It was noted that it appeared that the fountain had not been handed over to the Council formally and Members therefore felt that discussions should take

place with the Duchy of Cornwall or the developer with regard to the Council withdrawing from the present maintenance arrangement.

With regard to the proposed strengthening works it was agreed that these should not be carried out at the Council's expense.

It was

RECOMMENDED

That the work to strengthen the water feature be not undertaken at the present time and that discussions take place with regard to the Council withdrawing from its ongoing maintenance responsibilities.

6. **OBJECTIVES 2009/10**

Members considered Panel Objectives for 2009/10 and beyond. Members agreed the following objectives:

- To prepare a buildings maintenance schedule for all of the Council's property portfolio;
- To refurbish the Municipal Buildings lavatories;
- To improve the Magistrates Room;
- To install a lift to the first floor of the Municipal Buildings;
- To continue to improve the Council's property holdings.

It was

RECOMMENDED

That the above objectives for 2009/10 be approved.

DORCHESTER TOWN COUNCIL

ARTS PANEL

4th NOVEMBER, 2008

At a Meeting of the Arts Panel held on 4th November, 2008:

PRESENT Councillors V. Black, T. James, E.S. Jones, A.J. Lyall (Chairman) and P.G. Mann.

In attendance:

S. Hayden and A. Nisbet, Dorchester Arts Centre.

APOLOGY for absence was received from The Mayor (Councillor C.M. Hebditch).

1. **DORCHESTER ARTS CENTRE**

(a) **Joint Promotions 2008/09**

The Artistic Director and the Chairman of the Dorchester Arts Centre outlined to the Panel proposals for the 2008/2009 Autumn/Winter joint promotion events.

A number of events were proposed as joint promotions which included 'FAB – The Detonators' which was a spectacular dance piece, Big State Theatre performing 'The Fire Starter', a comedy piece, 'Influx Dance Company' with a trilogy based on the trials and tribulations of relationships and Cube Theatre which would perform a piece called 'Chef's Special'.

Other events had included outdoor film in the Borough Gardens which had unfortunately been rained off and the Christmas Cracker event which involved workshops in schools with children building processional images and a procession which would include the children, Dorchester Samba Band and a performance by the Arts Centre's Pop Club.

It was noted that there were some other events which might be held if the Corn Exchange could be made available. Members were particularly keen on the possibility of staging a pantomime over the 2009 Christmas period.

It was

RECOMMENDED

- (1) That the Council contribute £4,000 towards those events proposed as joint promotions between the Town Council and the Arts Centre.
- (2) That the Deputy Town Clerk investigate whether it would be possible to host some of the other events in the Corn Exchange.

(b) Dorchester Festival 2009

The Panel gave consideration to a request from the Arts Centre for a grant towards the proposed 2009 festival which was to be a multicultural international festival focussing particularly on Africa. The festival aimed to raise awareness about cultural diversity and its relevance to a rural community; it would challenge stereotypes and promote cultural integration. Three days of free events would take place in the Borough Gardens and it would also celebrate the Cultural Olympiad themes of imagination and creativity with the aim of inspiring individuals and communities to take part in the arts.

The festival would commence on Thursday, 21st May, 2009 with a launch and private exhibition followed by three days of ticketed events at venues around the town together with street theatre, aerial performances, a procession, live music and theatre. Exhibitions would also take place in the Borough Gardens House, Dorchester Arts Centre, Dorset County Museum and Dorset County Hospital.

The representatives from the Arts Centre responded to Members questions regarding whether the current economic situation would affect the festival, particularly the paid for events, and whether it would be beneficial to have more artistically easily accessible events. Members also requested that the Arts Centre consider wet weather arrangements.

It was

RECOMMENDED

That a grant of £5,500 be made towards the 2009 Dorchester Festival subject to this money not being transferred in any way to DAC Events but used to fund specific events to be notified to the Town Council, payment to be made following receipt of invoices from the agreed companies and artistes.

(c) Service Level Agreement

The Panel considered whether to renew the existing Service Level Agreement between the Arts Centre and the Council. Members agreed that it would be sensible to postpone consideration of this matter until the Dorchester Arts Review had been concluded.

It was

RECOMMENDED

That consideration of the renewal of the Service Level Agreement with Dorchester Arts Centre be postponed until the outcome of the Dorchester Arts Review is known.

2. **BOROUGH GARDENS EVENT AND MAUMBURY RINGS MUSIC DAY - FEEDBACK**

(a) Maumbury Rings

Members noted those matters that had been highlighted by the survey undertaken during the Maumbury Rings Music Day in the summer. It was agreed that for future events additional toilet facilities should be provided and that an additional healthier sandwich/coffee type outlet be offered an opportunity to attend and cater at future events. It was also felt that as the Music Day was now well established and successful a financial contribution from all outlets should be obtained.

The Chairman expressed concern that the public had not been allowed free entry to Maumbury Rings during a commercial event held in the summer. The Deputy Town Clerk confirmed that the public were entitled free access to Maumbury Rings even if there were paid entry events taking place. Members noted that several paid entry events had been held in the past without incident. Members did express concern regarding future new commercial events taking place and felt that the Panel should consider these applications on receipt of the completed Outside Events Application pack.

With regard to charging for events Members felt that the existing charge should remain but only for those paid entry events where there was a clear commercial element or there was a direct cost to the Council.

It was

RECOMMENDED

- (1) That additional toilet facilities be provided at future events.
- (2) That an additional healthier sandwich/coffee outlet be offered an opportunity to cater at future events.
- (3) That a competitive contribution from all the profit making outlets be obtained.
- (4) That the Panel consider applications for use of Maumbury Rings for new commercial events.

(b) Additional Seating at Borough Gardens Events

The Panel noted that a quantity of second-hand deckchairs had now been purchased for use in the Borough Gardens when events were being held.

(c) Marketing of Events

The Panel considered opportunities for undertaking additional marketing of Town Council events. Members felt that younger people would use the internet as a research method and it was therefore important that the Council's music events came out high on the internet search return.

Members also felt that it might be worthwhile getting an A5 colour flyer produced which could be distributed to various outlets such as hotels and holiday parks. Such a leaflet could also encourage families and give some information about the other facilities available in the Gardens.

It was

RECOMMENDED

That £1,000 be requested in the 2009/10 budget to enable additional marketing of the Council's summer music events.

6. **OBJECTIVES**

Members considered Panel Objectives for 2009/10 and beyond. Members agreed the following objectives:

- To work with partner organisations to implement the recommendations of the Dorchester Arts Review;
- To improve and increase the marketing and promotion of Council events;
- To continue to develop and exploit the facilities available in the town for events within the remit of the Panel;
- To endeavour to increase the involvement of young people.

It was

RECOMMENDED

That the above objectives for 2009/10 be approved.