

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE

9th NOVEMBER, 2010

At a Meeting of the Management Committee held on 9th November, 2010:

PRESENT The Mayor (Councillor L.M. Phillips) and Councillors D.J. Barrett, 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.

In attendance:

Mr. J. Bates, Chairman, Sawmills Development Association.

27. **MINUTES**

The Minutes of the Meeting of the Committee held on 14th September, 2010, adopted by Council on 28th September, 2010, were taken as read and were confirmed and signed by the Chairman as a correct record.

28. **MINUTES OF MANAGEMENT PANELS**

(a) **Borough Gardens Panel – 19th October, 2010**

The Committee considered the Minutes of the Meeting of the Borough Gardens Panel held on 19th October, 2010 (for Minutes see Appendix I).

The representative on the Dorchester Area Community Partnership reported that investigations were being made into the possibility of some form of assist RADAR key that might be suitable for the Borough Gardens disabled toilet, if something suitable was identified she would notify the Council.

It was

RESOLVED

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

(b) **Arts Panel – 3rd November, 2010**

The Committee considered the Minutes of the Arts Panel held on 3rd November, 2010 (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 – 3rd November, 2010

The Committee considered the Minutes of the Property Management and Maintenance Panel held on 3rd November, 2010 (for Minutes see Appendix III) and it was

RESOLVED

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

(d) Community Activities Panel – 8th November, 2010

The Committee considered the Minutes of the Community Activities Panel held on 8th November, 2010 (for Minutes see Appendix IV) and it was

RESOLVED

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

(e) Grants Panel – 9th November, 2010

The Committee considered a report on the meeting of the Grants Panel held on 9th November, 2010 (for Minutes see Appendix V) and it was

RESOLVED

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

(f) Recreational Activities Panel – 9th November, 2010

The Committee considered the Minutes of the Recreational Activities Panel held on 9th November, 2010 (for Minutes see Appendix VI) and it was

RESOLVED

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

29. **MANAGEMENT ARRANGEMENTS**

The Committee had before it the schedule of work for the Outdoor Services Team. It was noted that some of the trees in the Walks had already suffered from sudden oak death and that the Council would have to consider options for the future should the situation become worse. A report on the matter was to be presented to the next meeting of the Committee.

It was

RESOLVED

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

30. **DORCHESTER TOWN COUNCIL DEMOCRACY DAY - 2010**

The Committee considered a report from the Deputy Town Clerk about the first Dorchester Town Council Democracy Day for young people held on 13th October, 2010. Members felt that the day had been very successful and that it should be run again in 2011. Members also felt that the ideas that had come from the young people were very good and should be pursued by the Council and that the young people that attended the Democracy Day be invited to open the outside trampoline when it was installed.

Members discussed whether to open the invitation up to Dorchester Youth Club and St Mary's Middle School at Puddletown but felt that the quality of the experience would be diminished should the number of attendees increase significantly.

It was

RESOLVED

- (1) That the decision of the Recreational Activities Panel to install an outside trampoline at Kings Road playing area be welcomed.
- (2) That the young people who attended the Democracy Day be invited to open the trampoline once it is installed.
- (3) That a similar event be held next year and that £250 be placed in the 2011-12 estimates to cover the cost of running the event.

31. **DUCHY OF CORNWALL – RENT REVIEWS**

Members were advised that rent reviews were required in respect of Weymouth Avenue Recreation Ground and the Sawmills with effect from 29th September, 2010 and Kings Road Playing Field with effect from 25th March, 2011. The Duchy of Cornwall had proposed that these rent reviews be settled on the basis of RPI as was agreed at the last review in 2005.

The Committee welcomed Mr J. Bates, Chairman of the Sawmills Development Association, who addressed Members regarding the potential impact of a rent increase on the various organisations at Sawmills.

Members felt that due to the current economic climate the Duchy of Cornwall should be asked whether it would consider freezing the rent at this time. Members also felt that it was easier for organisations to budget for an annual rent increase rather than a significant increase every five years.

It was

RESOLVED

That the Duchy of Cornwall be asked whether it would consider freezing the rent at this time and whether it would consider amending the lease to go to an annual rent review instead of a five yearly review.

32. **PROTOCOL FOR ALLOCATION OF FUNDING FROM PLANNING OBLIGATIONS**

The Committee considered a draft protocol produced by West Dorset District Council which aimed to clarify how town and parishes could be involved in the process to allocate funds from planning obligations (such as Section 106 agreements) to community, leisure and recreation projects.

One Member enquired about the planning gain received some years ago from the development at Lübbecke Way that was originally planned to be used for a bridge in that location. The Deputy Town Clerk agreed to investigate and report back to the Member directly.

It was

RESOLVED

That no objection be raised to the draft protocol for allocation of funding from planning obligations.

33. **COLLITON WALK**

Further to Council Minute No. 28(1) the Committee gave further consideration to the issue of parking at Colliton Walk.

Members were reminded that the Council granted a formal right of access to 1 Colliton Walk in 1986 which significantly reduced the options available. It was also noted that when the Committee considered this matter in November 2009 it felt that if a key bollard was installed it was most likely that it would be left down during the day and if a bollard was located beyond the right of access it would need to be positioned so as to allow vehicles that had an authorised access to reverse out and it would therefore still leave space that could be parked on.

The Committee felt that some action needed to be taken to prevent people parking at Colliton Walk and agreed in the first instance to write to property owners in the location strongly advising that parking was not allowed on the Walks and that they should make every effort to prevent it. Members also felt that if a vehicle was seen parked on the Walks a 'ticket' advising them not to do so in future should be placed on the vehicle if possible.

It was

RESOLVED

- (1) That property owners in the location be written to, strongly advising that parking was not allowed on the Walks and that they should make every effort to prevent it and that if a vehicle was seen parked on the Walks a 'ticket' advising them not to do so in future should be placed on the vehicle if possible.
- (2) That the situation be monitored and reviewed again at a future meeting of the Committee.

(Councillors A.J. Canning and R.B. Potter declared personal interests in respect of the above matter as both were members of the Dorchester Volunteer Centre located at 1 Colliton Walk.)

34. **POSSIBLE ECONOMIES**

Members had before them a report by the Deputy Town Clerk on possible economies which had been identified by the Resources Panel at its meeting held on 12th October, 2010.

The Committee noted that a range of options for above-inflation increases for the majority of recreational fees and charges would be presented to its next meeting. Immediate consideration was however required in respect of allotment charges as any new charge would be payable as from 1st January, 2011.

Members noted the deficit on the allotments budget, the law related to setting allotment rents and a High Court judgement in respect of the meaning of reasonable rents in the context of Section 10 of the Allotments Act 1950 and other recreational activities.

The Committee considered at length whether or not to increase allotment charges significantly, whether to charge for providing a green waste recycling facility and whether or not to withdraw the recycling facility completely. Members felt that allotment charges should be increased approximately by the rate of inflation only and that the green waste removal should continue without additional charge. Members did however request that a thorough review of all charges should be undertaken next financial year.

The Council's existing arrangements for the periodic review of energy supply contracts was also considered by the Committee.

Whilst discussing possible economies one Member felt that Resources Panel should be asked to review the Council's purchasing arrangements generally.

It was

RESOLVED

- (1) That allotments rents be increased by approximately by the rate of inflation.
- (2) That a range of options for above-inflation increases for the remaining fees and charges be presented to the next meeting of the Committee.
- (3) That a full review of all fees and charges be undertaken next financial year.
- (4) That the arrangements for the periodic review of energy supply contracts be noted.
- (5) That Resources Panel be requested to look at the Council's purchasing arrangements generally as part of the economies process.

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

35. **ALLOTMENT CHARGES**

The Committee reviewed the charges for allotments to be effective from 1st January 2011 having taken into consideration Minute No. 34 (1) above and it was

RESOLVED

- (1) That the allotment charges for 2011 be as follows:

Half Plots

Frome Terrace £15.25

Other Sites £15.75

Full Plot

All Sites £29.35

- (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.

36. **DRAFT PERFORMANCE AND POLICY PLAN 2010-11**

The Committee had before it the draft Performance and Policy Plan for 2010-11. It was noted that the Plan might need to be amended significantly depending upon the outcome of the Council's final deliberations on possible future economies. The Deputy Town Clerk then responded to Members' detailed questions on the Plan.

It was

RESOLVED

That the draft Performance and Policy Plan 2010-11 be approved so far as this Committee is concerned.

37. **SANDRINGHAM SPORTS CENTRE – PLAY AREA AND CAR PARK**

Members were informed that following a spate of vandalism at the play area located at Sandringham Sports Centre a quotation had been sought to install a CCTV system at the Sports Centre. The proposed CCTV system would monitor the play area and also the majority of the car park where anti-social behaviour had been an issue in the past. The estimated cost to supply and install the equipment was £2,560 plus an annual maintenance charge of £95.

The Committee was strongly of the view that CCTV should not be located in the area and it was

RESOLVED

That CCTV be not installed at Sandringham Sports Centre.

38. **INTERNET FACILITIES**

The Committee considered a report by the Deputy Town Clerk on the costs associated with installing broadband internet facilities at the Municipal Buildings, Weymouth Avenue Pavilion and the Borough Gardens House. The report also suggested that television licences should be purchased for those locations where internet facilities were available so as to protect the Council from prosecution should television be streamed via the internet connection.

Members felt that it would be worthwhile providing internet facilities at the Municipal Buildings and also at the Borough Gardens House but only if it was possible to do so using the existing internet connection located in the facilities building. Members felt that it was not worthwhile providing the facility at Weymouth Avenue Pavilion at this time.

It was

RESOLVED

- (1) That internet facilities be installed at the Municipal Buildings at an approximate cost of £920 in the first year and approximately £640 per year thereafter.
- (2) That internet facilities be provided at the Borough Gardens House if it is possible to do so using the existing internet connection at the facilities building.
- (3) That television licences be purchased for the Municipal Buildings, Council Offices and

the Borough Gardens House (if internet facilities are made available in Community Room).

39. **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. In respect of the new bar franchise it was noted that the franchisee had not yet installed the EPOS till system and that this was being pursued.

It was

RESOLVED

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

40. **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.

41. **PAID INVOICES**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1st September, 2010 and 31st October, 2010 totalling £181,729.64 (net) together with direct debits for the same period totalling £111,600.75 (net).

It was

RESOLVED

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

42. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was

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 matter the public and representatives of the press be excluded from this meeting during its discussion.

43. **ALLOTMENT LAND**

The Committee considered a report by the Compliance Manager on a possible new site for allotments. Members indicated that they wished to have a more detailed report on the cost of developing the site before a decision was made as to whether to pursue the proposal. Members also requested that the Duchy of Cornwall be asked again whether it would consider releasing the land to the south of Castle Park for allotment use.

It was

RESOLVED

- (1) That a further detailed report on the possible new allotment site be presented to the next meeting of the Committee.
- (2) That the Duchy of Cornwall be asked again whether it would consider releasing the land to the south of Castle Park for allotment use.

Chairman

DORCHESTER TOWN COUNCIL

BOROUGH GARDENS PANEL

19th OCTOBER, 2010

At a Meeting of the Borough Gardens Panel held on 19th October, 2010:

PRESENT The Mayor (Councillor L.M. Phillips) and Councillors A.J. Canning, A. Harries and E.S. Jones (Chairman).

In attendance:

Councillors T.C.N. Harries and R.B. Potter

Mrs. F. McLaren – Friends of the Borough Gardens.

APOLOGY for absence was received from Councillor D.J. Barrett.

1. **BOROUGH GARDENS**

(a) **Love Parks Week**

The Panel reviewed the success of the Love Parks Week events in 2010 during which all activities other than musical performances had been concentrated on one day, Wednesday, 28th July. The Panel was generally of the opinion that the arrangements for 2010 had been more successful than those in 2009 when lower-key events had been held on each day during the week and that the 2010 format represented a good platform for future development. The Compliance Manager confirmed that he would discuss with appropriate Members possible further improvements in 2011, taking into account feedback from this year's event.

(b) **Bowling Green**

Further to Minute 2(3) (2009-10) the Panel gave further consideration to the future use of the are of the Gardens formerly occupied by the bowling green. An appropriate item inviting suggestions for its future use had been included in the Summer 2010 edition of *Dorchester News* but there had been little response. Anecdotal evidence, received by Members, though, indicated broad support for the suggestion that a mini-golf course should be created on it.

It was

RECOMMENDED

- (1) That the Council declares its intention to create a mini-golf course on the former bowling green and to convert the bowls pavilion to public toilets when resources permit.

Bearing in mind the constraints on immediate works imposed by Resources Panel Minute 2(5) it was also

RECOMMENDED

- (2) That a putting green be laid out on the former bowling green in the interim for use during weekday afternoons and evenings and all day at weekends during the summer months with staffing for it provided from within existing resources.
- (3) That local artists be offered the opportunity to display their works on alongside its use for putting and, furthermore, that efforts be made to arrange a larger temporary exhibition during Dorset Art Weeks.

(c) Access to Cold Water

The Chairman drew the Panel's attention to the desirability of providing a publicly-available cold water supply in the Borough Gardens for drinking and first aid purposes and it was

RECOMMENDED

That a suitably robust drinking fountain be provided in an appropriate location within the children's play area.

(d) Disabled Toilet

The Panel considered a letter received by the Chairman of the Management Committee from the Chairman of the Dorchester Area Community Partnership highlighting difficulties experienced by some users in accessing the disabled toilet in the Borough Gardens and suggesting the installation of an assist button.

The Town Clerk pointed out that agreeing to the request could result in the disabled toilet being accessed by non-disabled people since it would no longer be protected by a RADAR key which would create the possibility of its use for inappropriate activities and increased vandalism.

Following discussion it was

RECOMMENDED

That the Town Clerk be requested to explain to the Chairman of the Dorchester Area Community Partnership why the Council is unable to accede to the request.

(e) Green Flag and Green Heritage Site Awards

The Chairman congratulated the Gardens staff on achieving renewal of the Green Flag for the Borough Gardens and gaining a Green Heritage Site Award for the first time and thanked them for their continuing efforts to maintain the Gardens to a high standard.

2. **LAND AT WEST WALKS**

The Compliance Manager and the Operations Supervisor informed the Panel of the landscaping works which it was proposed to carry out to the area of land between West Walks and Tennis Court 3 following the acquisition of the site by the Council.

Arising from the consideration of this matter it was

RECOMMENDED

That the Compliance Manager be requested to arrange for the display of an appropriate sign on Tennis Courts 3 and 4 explaining why they are often locked and explaining how they can be accessed if desired.

DORCHESTER TOWN COUNCIL

ARTS PANEL

3rd NOVEMBER, 2010

At a Meeting of the Arts Panel held on 3rd November, 2010:

PRESENT Councillors T. James, E.S. Jones and A.J. Lyall (Chairman).

In attendance: Councillor S.C. Hosford.

APOLOGIES for absence were received from The Mayor (Councillor L.M. Phillips) and Councillors C.M. Hebditch and P.G. Mann.

5. **POSSIBLE ECONOMIES**

The Panel considered a report by the Deputy Town Clerk on possible economies which had been identified by the Resources Panel at its meeting held on 12th October, 2010.

Members noted that the Resources Panel had welcomed the decision of the Arts Panel to discontinue the production of the 'Free Events' leaflet which would save approximately £3,000 next financial year.

With regard to future funding of the Arts Centre Members felt that it was important to continue with the core funding but that the amount allocated as the Council's contribution to joint promotions should be reduced to £3,000 from £4,000. The Panel felt strongly that its approval should be given to the joint promotions before any artists were booked.

The Panel noted that the Dorchester Festival did attract a significant number of people to the town but felt that it could not fund a yearly festival to the same level as on recent occasions. Members considered that £2,750 should be placed in an earmarked Dorchester Festival reserve each year.

Members also agreed that future Service Level Agreements with the Arts Centre should be yearly rather than three yearly so that the funding situation could be reviewed annually.

Members felt that it was important to increase the involvement of young people in the arts and therefore agreed that it was necessary to continue having a resource available to fund some form of youth festival in future years.

It was

RECOMMENDED

- (1) That the fifty percent contribution towards the Arts Centre's rent be continued.

- (2) That the amount of money available for joint promotions be reduced to £3,000 per year which will only be paid following a joint meeting of the Arts Panel and representatives from Dorchester Arts.
- (3) That £2,750 per year be placed in an earmarked reserve for the Dorchester Festival.
- (4) That the 2011-12 Service Level Agreement with the Arts Centre be for a period of one year.

6. **OBJECTIVES 2011-12**

The Panel considered its Objectives for 2011-12 and beyond. Members felt that the Objectives within the Performance and Policy Plan were still valid but felt that a further objective should be added to the Plan to investigate the feasibility of staging an additional outside media event at either Maumbury Rings or the Borough Gardens.

It was

RESOLVED

That the new Objective set out above be included within the 2011-12 Performance and Policy Plan.

DORCHESTER TOWN COUNCIL

PROPERTY MANAGEMENT AND MAINTENANCE PANEL

3rd NOVEMBER, 2010

At a meeting of the Property Management and Maintenance Panel held on 3rd November, 2010:

PRESENT The Mayor (Councillor L.M. Phillips) and Councillors L.E. Heath, S.C. Hosford and A.J. Lyall (Chairman).

1. **POSSIBLE ECONOMIES**

The Panel considered a report by the Deputy Town Clerk on possible economies which had been identified by the Resources Panel at its meeting held on 12th October, 2010.

Members felt that it was necessary to have the windows cleaned regularly and agreed that no change should be made to the existing arrangement. With regard to the engagement of an external cleaning contractor for the Municipal Buildings it was agreed that regular commercial cleaning of the whole building should not be commenced but that the kitchens should be professionally cleaned twice a year. This would result in the cleaning budget being reduced from £3,075 to £1,952 achieving a saving of £1,123.

With regard to expenditure on advertising and promotion of the Municipal Buildings it was agreed that this should be limited to a maximum of four wedding features in the Dorset Echo, an advertisement in the Dorset Registration Service 'Getting Married in Dorset' publication and retaining the internet listing on the Pink Wedding Days internet site. Members also felt that it would be worthwhile attempting to ensure that the Council's website was listed on the first page of results when potential customers searched the internet for wedding venues in Dorchester.

It was

RESOLVED

- (1) That windows should continue to be cleaned monthly but the situation reviewed annually.
- (2) That regular commercial cleaning of the whole of the Municipal Buildings be not commenced but that the kitchens be professionally cleaned twice a year.
- (3) That advertising and promotion of the Municipal Buildings be limited to the outlets set out above.
- (4) That the effectiveness of the advertising and promotion be monitored and reviewed annually.

2. **OBJECTIVES 2011-12**

The Panel considered its objectives for 2011-12 and beyond. Members felt that the Objectives within the Performance and Policy Plan were still valid but felt that further Objectives should be added to include a review of the efficiency of the present lighting rig in the Corn Exchange with a view to changing to LED lighting, further investigations be made into the work that might be required to the oriel window in the Town Hall and the staffing arrangements related to the Municipal Buildings be included within the staffing review to be undertaken as part of the succession planning for the post of Town Clerk.

It was

RESOLVED

That the Objectives set out above be included within the 2011-12 Performance and Policy Plan.

DORCHESTER TOWN COUNCIL

COMMUNITY ACTIVITIES PANEL

8th NOVEMBER, 2010

At a Meeting of the Community Activities Panel held on 8th November, 2010:

PRESENT Councillors F.E. Kent-Ledger, P.G. Mann and M.E. Rennie (Chairman).

In attendance:

Mr. R. Palframan – Dorchester-Bayeux Society

Mr. J. Antell – Dorchester-Lübbecke Society

Mr. D. Maggs – Dorchester-Holbæk Society

APOLOGIES for absence were received from The Mayor (Councillor L.M. Phillips) and Mrs. P. Loudon – Dorchester-Bayeux Society.

1. **FINANCIAL IMPLICATIONS ON FUTURE TWINNING BUDGETS**

In accordance with the request of the Resources Panel the Panel considered whether there was scope for any economies to be achieved in the operation of the various twinning arrangements as a contribution towards economies which were required across the Council's operations to enable minimal increases in the Council's precept over the next two to three years.

Following discussion during which the representatives of the various twinning societies expressed their broad support for the measures outlined, and which noted the potential need for involvement in the celebration of the 75th anniversary of the Durnovaria Silver Band in 2011, the 20th anniversary of the twinning with Holbæk in 2012 and the 40th anniversary of the twinning with Lübbecke in 2013 it was

RECOMMENDED

- (1) That in future the twinning societies be offered either a grant or a small, preferably daytime, reception in support of future visits to Dorchester of groups from twin towns.
- (2) That a maximum budget of £2,000 be made available for all future civic twinning events including significant anniversaries.
- (3) That no visiting civic representatives from the twin towns be accommodated in hotels at the Council's expense in future.

2. **OBJECTIVES 2011-12**

The Panel considered its objectives for 2011-12 and beyond. Members felt that the Objectives within the Performance and Policy Plan were still valid but felt that a further Objective should be added to commence planning for the commemoration of the Queen's Diamond Jubilee in 2012.

It was

RESOLVED

That the Objectives set out above be included within the 2011-12 Performance and Policy Plan.

DORCHESTER TOWN COUNCIL

GRANTS PANEL

9th NOVEMBER, 2010

At a Meeting of the Grants Panel held on 9th November, 2010:

PRESENT The Mayor (Councillor L.M. Phillips) and Councillors C.S. Biggs (Chairman), T.C.N. Harries, F.E. Kent-Ledger and M.E. Rennie.

In attendance:
Councillor P.G. Mann.

APOLOGY for absence was received from Councillor A. Harries.

1. **APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Panel considered applications for financial assistance received since its last meeting and it was

RECOMMENDED

- (1) That the application from the Dorchester Area Partnership be approved in the sum of £400.
- (2) That the application from the Dorchester Community Nursery School be approved in the sum of £158.49.
- (3) That the application from Dorset Blind Association be not approved as it was reported that funding had been received from elsewhere.
- (4) That the application from the Rotary Club of Dorchester be approved in the sum of £74.
- (5) That the application from Dorchester Chamber Orchestra be approved in the sum of £205.50.
- (6) That the application from the Dorchester Strollers be approved in the sum of £100.
- (7) That the application from Read Easy be approved in the sum of £370.12.
- (8) That the application from Womens Action Network be approved in the sum of £250.

(Councillors F.E. Kent-Ledger and M.E. Rennie declared personal interests in the application from the Womens Action Network as they were members of the organisation.)

2. **POSSIBLE ECONOMIES**

The Panel gave consideration to the Recommendation of the Resources Panel that consideration should be given to freezing the grants budget for the next three financial years.

The Deputy Town Clerk updated the Panel on the amount spent so far this financial year in respect of Section 137 payments and on grants and events sponsorship. The majority of Members felt that it would be possible to freeze both the Section 137 budget and the grants and events sponsorship for the next three financial years although the Panel would need to be more stringent with regard to applications received.

It was

RECOMMENDED

That the Section 137 budget and the grants and events sponsorship budget be frozen for the next three financial years.

3. **GRANT APPLICATION PROCESS**

Members reviewed the grant application process and agreed that generally the process of two meetings per year was working well. The Panel did feel however that some form of copy receipt or letter of confirmation should be required from grant recipients to confirm that the grant had been used for the purpose that it was given.

It was

RECOMMENDED

That grant recipients be required to provide a copy invoice or letter of confirmation confirming that the grant received had been used for the purpose that it was given.

DORCHESTER TOWN COUNCIL

RECREATIONAL ACTIVITIES PANEL

9th NOVEMBER, 2010

At a Meeting of the Recreational Activities Panel held on 9th November, 2010:

PRESENT The Mayor (Councillor L.M. Phillips) and Councillors D.J. Barrett, A.J. Canning (Chairman), T. James and R.B. Potter.

In attendance:
Councillors P.G. Mann and M.E. Rennie.

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

6. **POSSIBLE ECONOMIES**

The Panel considered a report by the Deputy Town Clerk on possible economies which had been identified by the Resources Panel at its meeting held on 12th October, 2010.

With regard to winter hanging baskets Members felt that they were a betterment to the street scene during the winter months and should therefore continue. Members did however feel that there was an opportunity to work with Dorchester BID to publicise the fact that businesses could purchase hanging baskets at a reasonable cost and that the BID might wish to contribute to the winter hanging baskets generally.

The Panel considered the situation with regard to Tuesday and Wednesday morning hirings of Weymouth Avenue Recreation Ground and Pavilion and agreed that no further bookings should be accepted during those times with the exception of week-long bookings that might otherwise be lost.

It was

RECOMMENDED

- (1) That winter hanging baskets continue.
- (2) That, with the exception of week-long bookings that would otherwise be lost, there should be no hirings of Weymouth Avenue Recreation Ground or the Pavilion on Tuesdays or Wednesday mornings so as to avoid the costs involved in covering for the groundsman on his days off.

7. **OBJECTIVES 2011-12**

The Panel considered its Objectives for 2011-12 and beyond. Members agreed that the objectives in the Plan were still relevant and should remain.

The Panel noted that there was a report being presented to Management Committee later that evening which, if agreed, would recommend that the Panel look at the possibility of installing an outside trampoline at one of the town's play areas. Members felt that if Management Committee did agree to this that a trampoline should be installed at King's Road Play Area.

The Deputy Town Clerk updated Members on the Play Equipment Reserve which had a balance remaining of approximately £23,000 after commitments which included the cost of installing an outside trampoline and underwriting the cost of an outside gym at the Great Field. Members felt that Poundbury Crescent Play Area should be prioritised for some updated equipment when resources allowed.

It was

RESOLVED

- (1) That the Objectives set out within the draft 2011-12 Performance and Policy Plan be agreed.
- (2) That £5,000 be added to the Play Equipment Reserve in 2011-12.