



Dorchester Town Council

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You are summoned to a meeting of **Dorchester Town Council** to be held in the Council Chamber, the Municipal Buildings, High East Street, Dorchester, DT1 1HF on **Monday 27 July 2026 at 7.00pm**, to conduct the business set out in the Agenda below.

AGENDA

1. **Apologies**

2. **Declarations of Interests**

Members are reminded of their responsibility to disclose registerable interests where appropriate. A Member who declares a registerable interest must leave the room unless a dispensation has been granted. A Member who declares a registerable interest as a Council nominee to a partner organisation may first address the meeting as a member of the public.

3. **Minutes**

To confirm the Minutes of the meeting of the Council held on 18 May 2026 (page 3) and the adjourned annual meeting of the Council held on 19 May 2026 (page 5).

4. **Police Update**

To receive an update from Dorchester's Neighbourhood Police Sergeant.

5. **Presentations, Communications and Motions**

- (a) To receive communications from the Mayor and Town Clerk.
- (b) To receive motions received from Members no less than 5 days before the meeting.

6. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:-

Planning & Environment Committee	1 June 2026	Page 12
Planning & Environment Committee	6 July 2026	Page 16
Management Committee	13 July 2026	Page 21
Policy Committee	20 July 2026	Page 26

To note the Minutes of the following Joint Bodies

7. **Update from Dorset Council Members**

To receive updates from Councillors A. Canning, R. Major, L. Fry, S. Jones and R. Biggs Dorchester Ward Members of the Dorset Council.

8. **Public Bodies (Admission to Meetings) Act 1960**

To resolve "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 representatives of the press be excluded from this meeting during their discussion".

9. **Fordington Cemetery wall repairs: Award of Contract**

To consider a report by the Assistant Town Clerk (Outdoor Services) regarding the award of a contract for the Cemetery wall repairs at Fordington (circulated to Councillors separately).

Charmaine Denny

Town Clerk

22 July 2026

At the conclusion of the Meeting members of the public will have the opportunity to address the Council or ask questions on matters of local concern.

Dorchester Town Council
Annual Meeting of Dorchester Town Council

18 May 2026

Present: Retiring Mayor Councillor A. Canning and Councillors R. Biggs, S. Biles, L. Fry, W. Gibbons, J. Hewitt, G. Jones, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Major, R. Potter, M. Rennie, K. Reid, R. Ricardo and D. Taylor.

Apologies: Councillors P. Farmer, J. Germodo, F. Hogwood and S. Jones.

Attending: Civic Dignitaries, family and friends of the Mayor Elect, and members of the community of Dorchester.

1. Election of Town Mayor for the period to the next Annual Meeting of the Council

It was proposed by Councillor M. Rennie, seconded by Councillor V. Lloyd-Jones and

Resolved

That Councillor Les Fry be elected Town Mayor of Dorchester for the period to the next Annual Meeting of the Council.

Councillor L. Fry, having accepted the Office of Town Mayor and made the Declaration of Acceptance of Office, took the Chair and thanked the Council on behalf of himself and his Mayoress, Julie Fry, for the honour conferred upon them.

2. Election of Deputy Mayor for the period to the next Annual Meeting of the Council

It was proposed by Councillor K. Reid, seconded by Councillor G. Jones and

Resolved

That Councillor Robin Potter be elected Deputy Town Mayor of Dorchester for the period to the next Annual Meeting of the Council.

3. Vote of thanks to the retiring Town Mayor

It was proposed by Councillor S. Biles, seconded by Councillor D. Leaper and

Resolved

That the thanks of the Council be given to Councillor Andy Canning for the open, inclusive and enthusiastic manner in which he has carried out the duties of Town Mayor during the past year.

Councillor A. Canning was presented with a Past Mayor's Badge by the Mayor, and his Mayoress, Mel Lane, was presented with a Past Mayoress Badge.

Councillor A. Canning addressed the meeting.

4. **Adjournment**

The Council rose at 7.36pm and remains adjourned until 19 May 2026 at 7.00pm.

Mayor

Dorchester Town Council

Adjourned Annual Meeting of the Dorchester Town Council held in the Council Chamber

19 May 2026

Present: The Mayor (Councillor L. Fry) and Councillors R. Biggs, S. Biles, A. Canning, P. Farmer, W. Gibbons, J. Hewitt, G. Jones, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Major, R. Potter, K. Reid, M. Rennie and R. Ricardo.

Apologies: Councillors J. Germodo, F. Hogwood, S. Jones and D. Taylor.

5. Declarations of Interest

There were no declarations of interest reported.

The Town Clerk reminded Members of the need to review their declarations of interest so as to ensure that they were up to date.

6. Minutes

The minutes of the meeting of the Council held on 30 March 2026, were confirmed and signed by the Mayor as a correct record.

7. Police Matters

There was no representative from the Police at the meeting.

8. Presentations, Communications and Motions

The Council received a presentation from Paul Gleeson, Dorchester Literary Festival, who informed Members on the development of the festival which now attracted nearly 10,000 visitors. Mr Gleeson responded to Members questions and the Mayor thanked him for attending the meeting.

The Mayor thanked everyone for their support at the Mayor Making ceremony held the previous evening.

The Mayor presented Councillor M. Rennie with a gift in recognition of her 40 years continuous service as a Town Councillor. Councillor Rennie thanked the Council.

Councillor M. Rennie also addressed the Council in regard to Dorchester becoming an age friendly town. It was agreed that this matter should be considered at the next meeting of the Policy Committee.

No motions had been submitted.

9. **Planning and Environment Committee – 7 April 2026**

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 7 April 2026 be adopted.

10. **Planning and Environment Committee – 27 April 2026**

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 27 April 2026 be adopted.

11. **Management Committee – 5 May 2026**

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

Resolved

That the minutes of the meeting of the Management Committee held on 5 May 2026 be adopted.

12. **Policy Committee – 11 May 2026**

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

Resolved

- (1) That the Council approves the Annual Governance Statement for 2025-26.
- (2) That the Council approves the Accounting Statement for 2025-26.
- (3) That the Council confirms the appointment of Darkin Miller Ltd as the Council's Internal Auditor for the 2026-27 Council Year.
- (4) That the Council has no conflict of interest with BDO LLP.
- (5) That the Council notes that a procurement exercise will be carried out to appoint an internal auditor for the 2027-28 financial year.
- (6) That the minutes of the meeting of the Policy Committee held on 11 May 2026 be adopted.

13. **Dorchester Joint Heritage Committee – 14 April 2026**

The minutes of the meeting of the Dorchester Joint Heritage Committee be noted.

14. **Outside Body Reports**

The Council received reports in respect of the Dorchester Association and Volunteer Centre Dorset.

Resolved

That the Outside Body reports be received.

15. **Annual Business**

The Council considered appointments to Committees, Outside Bodies, its Bank Mandate and whether to adopt the General Power of Competence to the next Annual Meeting.

Resolved

- (1) That the appointments to Committees, Joint Bodies, Panels and Outside Bodies as set out in Appendix 1 and 2 be approved.
- (2) That Councillor D. Leaper be appointed Chair and Councillor F. Kent-Ledger be appointed Vice-Chair of the Management Committee.
- (3) That Councillor R. Ricardo be appointed Chair and Councillor L. Fry be appointed Vice-Chair of the Planning and Environment Committee.
- (4) That Councillor S. Biles be appointed Chair and Councillor V. Lloyd-Jones be appointed Vice-Chair of the Policy Committee.
- (5) That the Council adopts the General Power of Competence for the period to the next Annual Meeting of Council.
- (6) That Councillors P. Farmer, L. Fry, J. Hewitt, S. Jones, M. Rennie and D. Taylor be authorised to operate the Council's bank mandates.

16. **Update from the Dorset Council**

Dorset Councillors updated the Council on the following matters:-

- Councillor R. Biggs reported that Dorset Council Cabinet roles had been modified to deal with the senior leadership changes. The idea was to reduce silo working and work towards a one Council approach with greater focus on inclusive growth and better community engagement.
- The latest Data Sets for each Dorset Council Ward had been published on the website.

- Councillor A. Canning reported that he was stepping down from some of his Dorset Council roles but would continue with being Chair of the Pensions Committee.
- Councillor L. Fry reported that he had been re-appointed as Deputy Chair of Dorset Council and Councillor S. Jones had been re-appointed as Chair of Dorset Council.
- It was noted that double yellow lines would soon be painted outside of the post office in Trinity Street.

It was reported that Councillor R. Potter had taken over as Chair of the Dorchester Transport Action Group.

Council rose at 7.49pm.

Mayor.....

Public Question Time

In response to a question from a member of the public, it was noted that a report would be presented to the July Policy Committee in regard to .gov emails for Members and the Councillors Code of Conduct.

A member of the public felt that it would be good to have live music at the market on market days.

APPOINTMENT OF COMMITTEES
DORCHESTER TOWN COUNCIL COMMITTEES

Management Committee (11 and 11 requests)

A. Canning	P. Farmer	W. Gibbons	J. Hewitt	S. Jones	F. Kent-Ledger
D. Leaper	R. Major	R. Potter	M. Rennie	D. Taylor	

Policy Committee (8 and 8 requests)

R. Biggs	S. Biles	J. Germodo	F. Hogwood	G. Jones
V. Lloyd-Jones	K. Reid	R. Ricardo		

Planning & Environment (no limit - 16 requests)

R. Biggs	S. Biles	A. Canning	P. Farmer	J. Germodo	J. Hewitt
S. Jones	F. Kent-Ledger	D. Leaper	V. Lloyd-Jones	R. Major	R. Potter
K. Reid	M. Rennie	R. Ricardo	D. Taylor		

As Mayor, Councillor Les Fry will be ex officio to the 3 Committees

JOINT BODIES

Dorchester Markets Informal Joint Panel

S. Jones	K. Reid	M. Rennie
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Dorchester Heritage Joint Committee

W. Gibbons	F. Hogwood	G. Jones*	S. Jones	D. Taylor
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Twinning / Cultural Activities Panel (5 Members plus the Mayor)

J. Hewitt	F. Hogwood	S. Jones	R. Major	M. Rennie
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APPENDIX 2 - APPOINTMENTS TO OUTSIDE BODIES				
Internal Roles				Appointed 2026-27
DAPTC Larger Towns Rep				The Mayor S. Biles
Municipal Buildings Monitoring Group (3)				F. Kent-Ledger D. Leaper V. Lloyd-Jones
Youth Council (2)				P. Farmer K. Reid
Charitable Trusteeships				
Dorchester Almshouses (2)				S. Biles V. Lloyd-Jones
Ashley Churchill & Thorne Trust (2)				L. Fry M. Rennie
Other Bodies				
Dorchester Arts (one space plus substitute)				F. Hogwood D. Leaper (substitute)
Dorchester Association L. History & Arch.				D. Taylor
Dorchester BID				J. Hewitt
Dorchester Bayeux Society				M. Rennie

Dorchester Lubbecke Society					F. Hogwood
Dorchester Tourism Partnership					R. Potter
Citizens Advice Central Dorset					D. Leaper
Dorchester Transport Action Group (2)					R. Potter W. Gibbons
Dorchester Youth & Community Centre (2)					J. Hewitt K. Reid
South Wessex Community Rail Partnership (previously Heart of Wessex Rail Partnership)					F. Hogwood
Thomas Hardy Society					W. Gibbons
Transition Town Dorchester (3 from 2025-26)					P. Farmer K. Reid D. Taylor
Volunteer Centre Dorset					D. Taylor
Sawmills Development Association (2)					J. Germodo K. Reid

Dorchester Town Council

Minutes of the Planning and Environment Committee

1 June 2026

Present: Councillors L. Fry (the Mayor ex-officio & Vice Chair), R. Biggs, S. Biles, A. Canning, P. Farmer, J. Germodo, S. Jones, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Major, R. Potter, K. Reid, M. Rennie, R. Ricardo (Chair) and D. Taylor.

Apologies: Cllr J. Hewitt

1. Declarations of Interest

Councillor L. Fry that as a member of Dorset Council's Northern Area Planning Committee, he would keep an open mind on the planning applications and consider all information available at each stage of the decision process. He would take part in the debate but not vote on planning applications at this meeting.

2. Minutes

The minutes of the meeting of the Committee held on 27 April 2026 which were ratified at Full Council held on 19 May 2026 were signed by the chair.

3. Reporting Back from Action Taken by Town Clerk: Dropped Kerb Request

The Committee noted that, following a discussion by the committee via email, members supported a request for a dropped kerb at Fosse Green. The Town Clerk subsequently notified Dorset Council of the committee's support.

4. 20MPH Task and Finish Group Meeting Minutes

The committee noted the minutes of the 20mph Task and Finish Group meeting held on 1 May 2026 and received a verbal update from the chair of the 20MPH Task and Finish Group, the committee heard that the public consultation would commence from 20 July 2026. A Committee member asked if it would be possible to hold a consultation event in the Municipal Buildings, the Task and Finish Group Chair confirmed that the suggestion would be explored.

Resolved

That the 20MPH Task and Finish Group explore the possibility of holding a 20MPH consultation event in the Municipal Buildings.

5. Planning Applications for Comment

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

A Member raised concerns regarding the increasing number of Certificates of Lawfulness applications, noting that such applications are determined solely on matters of fact and law and do not consider planning merits or local concerns. The Committee requested that the Clerk draft a letter to Dorset Council outlining these concerns and present it for consideration at the next meeting.

Resolved

- i) That the comments on the various planning applications, as set out in Appendix 1, be submitted to Dorset Council.
- ii) That the clerk draft a letter to Dorset Council to express the council's concerns about the increasing use of certificate of lawfulness applications to bring before the planning committee on 6 July 2026.

6. Minute Update Report

A committee member requested that the Clerk contact Dorset Council to request that Dorchester Town Council be notified of any planning appeal decisions.

Resolved

That the Clerk to the Committee contact Dorset Council and request that Dorchester Town Council be notified of planning appeal decisions.

7. Planning Issues to Note

There were no planning issues to note.

Dorchester Town Council

Planning & Environment Committee – 1 June 2026

Planning Applications for Comment

East Ward (Councillors P. Farmer, S. Jones, F. Kent-Ledger and R. Major)

E1. P/HOU/2026/02600 16 Sydenham Way Dorchester DT1 1DN

Single storey side extension.

No objection.

E2. P/HOU/2026/02771 41 Ackerman Road Dorchester DT1 1NZ

Erect 2 Storey Side Extension.

No objection.

North Ward (Councillors S. Biles, A. Canning, V. Lloyd-Jones and D. Taylor)

N1. P/HOU/2026/02339 1 Arnhem Green Dorchester DT1 2PS

Erect Front porch, form garden steps and low wall.

No objection.

N2. P/LBC/2026/02258 10 South Street Dorchester DT1 1BT

Internal alterations including removal of existing self service machines & replacement of two new self service teller machines, replacement of internal signage, new flooring & internal decoration.

No objection.

N3. P/ADV/2026/02481 8 Cornhill Dorchester DT1 1BA

Display 1 no. non-illuminated project sign.

No objection.

N4. P/FUL/2026/02811 & P/LBC/2026/02812 (Listed Building Consent) 64 High West Street Dorchester DT1 1XA

Change of use of ground floor to cafe/bar with Pilates studio.

No objection.

N5. **P/LBC/2026/02859 8 Cornhill Dorchester DT1 1BA**

Install 1 no. non-illuminated project sign.

No objection.

West Ward (Councillors L. Fry, J. Germodo, J. Hewitt and R. Ricardo)

W1. **P/OUT/2026/01872 Builder Center Great Western Road Dorchester DT1 1RZ**

Demolition/conversion of buildings to provide 30 no. apartments and commercial floorspace (Use Class E) with associated parking & landscaping (outline application to determine access, appearance, landscaping, layout and scale).

Objection.

The Committee was unable to support the application due to insufficient provision for disabled parking and inadequate facilities for mobility scooters.

South Ward (Councillors R. Potter and M. Rennie)

S1. **P/HOU/2026/02409 57 South Court Avenue Dorchester DT1 2DA**

Erect single storey side/rear extension with integrated garage and roof lights.

No objection.

Poundbury Ward (Councillors R. Biggs, F. Hogwood and D. Leaper)

P1. **P/VOC/2026/02217 5 Hintock Street Poundbury DT1 3FB**

Erect single story lean-to conservatory (with variation of condition 2 to planning permission P/HOU/2023/05313 to amend approved plans).

No objection.

Dorchester Town Council
Minutes of the Planning and Environment Committee
6 July 2026

Present: Councillors L. Fry (the Mayor ex-officio & Vice Chair), S. Biles, A. Canning, P. Farmer, J. Germodo, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, , R.Potter, K. Reid, M. Rennie, R. Ricardo (Chair) and D. Taylor.

Apologies: Cllrs R. Biggs, J. Hewitt, S. Jones and R. Major

8. Declarations of Interest

Councillor L. Fry that as a member of Dorset Council's Northern Area Planning Committee, he would keep an open mind on the planning applications and consider all information available at each stage of the decision process. He would take part in the debate but not vote on planning applications at this meeting.

9. Minutes

The minutes of the meeting of the Committee held on 1 June 2026 were confirmed by the committee and signed by the chair.

10. North Dorchester Community Windfarm Feasibility Project

The Committee received a presentation from Giles Watts of Dorset Climate Action Network on a possible community windfarm NE of Dorchester. The Committee heard that Dorset Climate Action Network has secured funding from the South West Net Zero Hub through the Great British Energy Community Fund to undertake a feasibility study into the potential development of a community wind farm northeast of Dorchester.

The committee were supportive of Dorset Climate Action Network's endeavours and recommended that they also approach neighbouring parish councils.

11. Certificate of Lawful Use Applications

The Committee considered a report and letter to Dorset Council detailing the committee's concerns on the quantity of certificate of lawful use applications and approved the letter to be sent to Dorset Council.

Resolved

That the clerk send the letter detailing the committee's concerns on the quantity of certificate of lawful use applications to Dorset Council.

12. Planning Applications for Comment

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

Resolved

That the comments on the various planning applications, as set out in Appendix 1, be submitted to Dorset Council.

13. Minute Update Report

There were no minute updates to report.

14. Planning Issues to Note

Councillor Les Fry, a member of Dorset Council's Northern Area Planning Committee notified the committee of the 'Planning Committee Reform' 2026. The committee expressed concerns about the removal of local representation within the planning decision making process. The committee requested that the clerk contact Dorset Council and ask that a representative attend a future meeting of the planning committee to provide an update.

Resolved

That the clerk to the committee contact Dorset Council and request an update from a Dorset Council officer on the Planning Committee reforms.

Appendix 1

Dorchester Town Council

Planning & Environment Committee – 6 July 2026

Planning Applications for Comment

East Ward (Councillors P. Farmer, S. Jones, F. Kent-Ledger and R. Major)

E1. P/VOC/2026/02902 FOUR PADDOCKS LAND SOUTH OF ST GEORGES ROAD DORCHESTER

Erection of 107 No. dwellings & associated works, including the formation of access, landscape & ecological enhancements (with variation of condition 2 of planning permission P/FUL/2021/02623 to amend approved plans).

No objection.

E2. P/LBC/2026/03458 2 Icen Way Dorchester DT1 1EW

Replacement of two wooden ground floor windows and one wooden door to single story rear extension.

No objection.

North Ward (Councillors S. Biles, A. Canning, V. Lloyd-Jones and D. Taylor)

N1. P/HOU/2026/02874 6 St Helens Road Dorchester DT1 1SD

Erect flat roof extension & lean to porch.

No objection.

N2. P/ADV/2026/02060 47 South Street Dorchester DT1 1DL

Retain Non-illuminated fascia signs & Non-illuminated hanging sign.

No objection.

N3. P/FUL/2026/03423 Princes House Princes Street Dorchester DT1 1TP

Change of use & conversion of ground floor to form 1 no. retail unit (Use Class E) and 3 no. co-living apartments, providing a total of 16no. co-living rooms, with associated external works including removal of the canopy & formation of new openings. Basement utilised to provide a communal gym, laundry room & cycle store.

No objection.

West Ward (Councillors L. Fry, J. Germodo, J. Hewitt and R. Ricardo)

W1. P/OUT/2026/01872 Builder Centre Great Western Road Dorchester DT1 1RZ

Demolition/conversion of buildings to provide 30 no. apartments and commercial floorspace (Use Class E) with associated parking & landscaping (outline application to determine access, layout).

Objection.

The Dorchester Town Council Planning and Environment Committee considered the additional information relating to the application since the application was considered at the Planning and Environment Committee meeting held on 1 June 2026.

The Committee's previous comments remain unchanged.

The Committee noted the comments of the Highway Officer but nonetheless considered that a pedestrian crossing in close proximity to the site would be desirable. Such a crossing should be located at the safest practicable location, taking account of highway conditions and the likely pedestrian desire lines between the development and the two nearby railway stations, thereby improving accessibility and promoting safer pedestrian movement within the area.

The Committee also queried the number of affordable housing units proposed, as conflicting figures are presented within the Design and Access Statement, Viability Assessment, and Application Form. Clarification on the correct number of affordable housing units is therefore requested.

South Ward (Councillors R. Potter and M. Rennie)

S1. P/HOU/2026/02873 9 Farringdon Close Dorchester DT1 2BU

Erect single storey extensions (demolish existing garages).

No objection.

S2. **P/VOC/2026/03060 The Maltings and Maltings Mews Pope Street / Eldridge Street Dorchester**

Change of use & conversion of The Maltings to create flexible commercial (Use Class E)/community (Use Class F2)) uses & parking purposes at basement floor & for residential (Use Class C3) at ground to second floors; with external alterations, extension to existing basement & erection of side extensions up to five storeys (to provide a total of 43 flats). Erection of four-storey building (Malting Mews) with parking at ground floor & residential use (Use Class C3) at first to fourth floors (27 flats) (With variation of conditions 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16 & 17 of planning permission P/FUL/2022/05673 to amend approved plans & allow for the development to be phased)

No objection.

S3. **P/FUL/2026/03008 St Osmunds Church Of England Middle School, Barnes Way Dorchester DT1 2DZ**

Replacement of timber windows & doors with aluminium windows & doors. Replacement of timber boardings above to composite panel.

No objection.

Poundbury Ward (Councillors R. Biggs, F. Hogwood and D. Leaper)

P1. **P/HOU/2026/03350 10 Middlemarsh Street Poundbury DT1 3GD**

Erect single storey rear extension

No objection.

Dorchester Town Council
Management Committee

13th July 2026

Present: Councillors A. Canning, P. Farmer, L. Fry, J. Hewitt, S. Jones, F. Kent-Ledger, D. Leaper (Chair), R. Potter and M. Rennie.

Apologies: Councillors W. Gibbons, R. Major and D. Taylor.

In attendance:

Councillors R. Biggs, S. Biles and F. Hogwood.

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

1. Declaration of Interests

None.

2. Minutes

The Minutes of the Meeting of the Committee held on 5th May 2026, adopted by Council on 19th May 2026, were taken as read and were confirmed and signed by the Chair as a correct record.

3. Outdoor Services – Update Report – Summer 2026

The Assistant Town Clerk (Outdoor Services) presented the update report on the work of the Outdoor Services team. The dry weather continued to be challenging for the service. The refurbishment of the Poundbury Cemetery buildings was nearing completion and the repair/replacement of the Riverside Reserve boardwalk would be undertaken in August. Cllr Jones enquired whether surveyors had assessed the other stretches of the cemetery wall at Fordington Cemetery and the Assistant Town Clerk confirmed that the wall had been inspected and a long-term monitoring regime would be beneficial. Cllr Biles raised the issue of disposable barbecues and the risk of fire and suggested that signs be put up in the Council's open spaces to warn the public.

Resolved:

That the Outdoor Services update report be noted.

4. Review Of Council Grant Scheme

Cllr Rennie suggested that it might be useful to have some harmonisation between the

council grant scheme and the Car Boot Grant Scheme, and she also suggested that the council should check that grant recipients have all the necessary policies and procedures in place (e.g. safeguarding). It was agreed that Full Council be requested to nominate up to four members to form the review working group.

Resolved:

That the Committee:

- a) establishes a working group of up to four members to review the community grant scheme and make recommendations back to a future meeting of Management Committee;
- b) agrees the scope of the review as proposed in paragraph 7 of this report.
- c) requests Full Council to nominate up to four members to join the working group.

5. Response To Dorset Council's Consultation on Dog-Related Public Space Protection Order

The Assistant Town Clerk (Corporate) outlined the consultation and the concerns raised by members following their own discussions with the community. Members considered that the restrictions in the current Order were appropriate and sufficient and no further changes should be requested.

Resolved:

That the Committee responds to Dorset Council's consultation on the Dog-related Public Space Protection Order for 2027 onwards by expressing its support for retaining the current restrictions on open spaces and outdoor facilities in Dorchester.

6. Use Of Body-Worn Cameras At Borough Gardens

The Assistant Town Clerk (Outdoor Services) outlined the issues that had prompted this report and explained the current provisions for Garden staff security. Members were not in favour of introducing body cameras due to the onerous legal obligations for the operators. Cllr Rennie suggested that there could be a doubling of staff and key times to avoid lone working, particularly for Park Keepers in the evenings. The Assistant Town Clerk explained that the problem of staff experiencing anti-social behaviour was likely to be limited to the summer months. Cllr Biles suggested that signage should be put up in the Gardens explaining that the Council expected its staff to be treated with respect. The provision of conflict resolution training for staff was welcomed.

Resolved:

That the Committee:

- a) accepts the steps already taken along with additional conflict management training are sufficient and no body-worn video cameras will be introduced;
- b) requests the introduction of new signage in Borough Gardens urging the public to

- respect council staff;
- c) requests that a report be brought back to the Committee in September to review progress in addressing the areas of concern.

7. The Great Field Play Area Water Feature - Future Options

The Assistant Town Clerk (Outdoor Services) outlined the problems that prompted the request for the removal of the water feature. Members were supportive of the proposed changes and urged consultation with the Access Group with regard to the provision of accessible play equipment.

Resolved:

That the Council pursues **Option 3** by removing the existing and instructing officers to draw up new plans for replacement with new inclusive play equipment for approval by Management Committee. This element to be funded using the Play Equipment Reserve. This would remove the risk associated with the current water feature and also meet a social need that has previously been identified.

8. Graffiti Issues in Dorchester

Cllr Kent-Ledger explained that she had initiated consideration of this problem at the last meeting of the Committee and welcomed the proposal to put information on the website to help the public report graffiti. Cllr Biles stated that members and staff may benefit from training on how to interpret graffiti and identify inappropriate content. Cllr Biggs mentioned that litter bins were often a target for graffiti and that Dorset Council was considering a capital bid for the wholesale replacement of public bins. Cllr Rennie mentioned the project in Weymouth for artists to decorate utility cabinets. Cllr Fry was concerned that graffiti was not being removed by agencies and public bodies as it did not meet their criteria but that local residents had a pride in their town and should not tolerate any graffiti.

Resolved:

That the Committee:

- a) helps to combat unwanted (particularly offensive or malicious) graffiti, by setting out information on reporting methods on the council website and via social media and encourages both its staff and the public to report cases of graffiti;
- b) instructs officers to report to the September meeting with a further report on options for improving the state of the public realm.

9. Mobile Phone Connectivity in Borough Gardens

The Assistant Town Clerk (Corporate) outlined the reasoning for withdrawing council support for the provision of public WiFi in Borough Gardens and the potential for the Council to work with Dorset Council to seek improvements to mobile connectivity.

Resolved:

That the Council no longer pursues the provision of free public WiFi in Borough Gardens and that the Town Council works with Dorset Council to bring forward options for reliable mobile connectivity.

10. **Grant Applications**

The Committee considered various requests for financial assistance and it was

Resolved:

- (a) That no grant be awarded to the Winterborne Valley First School PTA towards the cost of play equipment.
- (b) That no grant be awarded to Women of Dorset towards the cost of developing and performing *Unearthed*.
- (c) That a grant of £450 be awarded to the ASCape towards the cost of 3 gymnastic sessions for children with special educational needs.
- (d) That no grant be awarded to the Thomas Hardy Society towards the cost of the annual conference.

11. **Minutes of Property Site Visit**

Cllr Rennie noted that a vision for the market had been developed and could be presented to Full Council at some point. The Town Clerk emphasised the need for a clear long-term strategy.

Resolved:

That the minutes be noted.

12. **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 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 actions of the Town Clerk in approving designs numbered 5538 to 5544 be confirmed and the Register of Memorials be signed by the Chair as a correct record.

Chair.....

Dorchester Town Council

Policy Committee

20 July 2026

Present: The Mayor (Councillor L. Fry) and Councillors R. Biggs, S. Biles (Chair), F. Hogwood, G. Jones, V. Lloyd-Jones and K. Reid.

In Attendance

S.Jones, D. Leaper, R. Potter, W.Gibbons and M. Rennie.

Apologies: Councillor R.Ricardo.

01. Declaration of Interests

No declarations of interest were declared. Councillor R. Biggs reported that he was a Dorset Council Cabinet Member. Dorset Council was the freehold owner of both the Dorset History Centre and Fairfield Car Park.

02. Minutes

The Minutes of the Meeting of the Committee held on 11 May 2026, adopted by Council on 19th May, were taken as read and were confirmed and signed by the Chair as a correct record.

03. Dorset History Centre

The Committee had before it a report by the Town Clerk. Sam Johnson from Dorset History Centre Service Manager at Dorset Council for Archives and Records presented to the Committee the Centres Capital project proposals; along with details of their National Lottery Heritage Fund application.

Resolved

(1) That the Dorset History Centre Past Lives Future Proofed project be supported.

(2) That the Council pledge £10,000 towards the project.

04. Financial Update

Members considered a report by the Finance Officer which updated them on the financial and cash position of the Council as at end of June 2026, the amount of earmarked reserves

as at the end of March 2026, the level of debt over 30 days and gave details of the payments list from 1 May 2026 to 30 June 2026.

The report also set out the Terms of Engagement and Programme of Works for the proposed Internal Auditor.

Members noted that the temporary Markets Officer was undertaking the majority of the Markets work whilst training the Markets and Communications Officer so as to allow that person to take over the markets function once the temporary contract ended in just over two years' time and proposed that the 18.5 hours worked by the Markets and Communications Officer be charged to the Council's salary costs rather than to the markets budget.

Resolved

- (1) That the payments list, totalling £337,814.23 be approved.
- (2) That the Internal Auditors Terms of Engagement and Programme of Works be approved.
- (3) That 18.5 hours worked by the Markets and Communications Officer be charged to the Council's salary costs rather than to the markets budget.

05. Updates to Staff Handbook

Members considered a report by the Assistant Town Clerk (Corporate) on recommended updates to the staff handbook.

In addition, the Committee also considered a draft Bereaved Partner's Paternity Leave policy.

Recommended

- (1) That the proposed amendments to the staff handbook be approved.
- (2) That the proposed new Bereaved Partner's Paternity Leave Policy be approved for inclusion in the staff handbook.

06. Dorchester Markets

Members received the minutes from the last Market Panels meeting and gave consideration to joint funding, with the Markets Panel, improvements to the indoor market

at Fairfield. Members expressed very positively on the improvements that have been made so far and that are proposed. The total cost of the works was £70,000. It was noted that the provision of solar panels on the roof and battery storage was being investigated.

Resolved

That a contribute of £35,000, from the Public Realm Reserve, be made towards the Fairfield indoor market improvements.

07. Cornhill Enhancement Scheme

The Committee had before it a proposed design for the enhancement of Cornhill. The designs had previously been discussed via a site meeting with some members of the original Cornhill task and finish group established by the Policy Committee.

The Committee was asked to review and approve the draft design as detailed in Appendix A of the report and to instruct officers to secure both the necessary permissions from Dorset Council, along with indicative costings for the scheme for consideration at a future meeting of Policy Committee.

Members requested that the membership of the Cornhill Working Group be reviewed, and also for the statue currently included in the designs be removed, as this could be a separate project funded by a third party.

Resolved

- (1) That the draft designs for the enhancement of Cornhill be approved.
- (2) That officers seek to secure the necessary consents for the scheme from Dorset Council.
- (3) That officers obtain indicative costings for the scheme to present to a future meeting of the Committee in order that an appropriate budget can be allocated from reserves.

08. Climate Emergency Action Plan

The Committee was asked to consider re-establishing the Climate Emergency Task and Finish Group. A discussion around various climate based workstreams was had, and it was felt that these items were best to be discussed by the Task and Finish Group when they reconvene.

Resolved

That the Climate Emergency Task and Finish Group be re-established to consist of five Members, preferably to include a Member from both the Management and

Planning and Environment Committees, plus the Mayor ex-officio. Membership to be agreed at the next Council meeting.

09. Corn Exchange – Additional Solar Panels

Members considered a report by the Town Clerk proposing the installation of additional solar panels on the Corn Exchange roof. Previously solar panels had been installed to the lower level roof of the Corn Exchange. Due to an increase in energy consumption Members were presented with details on the installation of solar panels to the higher roof level, and asked that up to £19,920 be made available from the Climate Emergency Reserve to fund the installation of these solar panels. Planning permission had been previously agreed.

Officers clarified that although the Corn Exchange is a Council asset, Dorchester Arts was responsible for the utility bills.

Resolved

- (1) That up to £19,920 be made available from the Climate Emergency Reserve to fund the installation of additional solar panels on the Corn Exchange roof in accordance with the planning permission and that Dorchester Arts be required to seek grant funding towards the costs.
- (2) That the same company that was previously used to install the lower level solar panels also install the higher level solar panels.
- (3) That battery storage options are considered as part of this project.

10. Dorchester Business Awards

The Committee considered whether to sponsor the Dorchester Business awards 2027. Members expressed a preference to sponsor the 'excellence in customer service' category.

Resolved

That the 2027 Dorchester Business Awards be sponsored in the sum of £345.

11. Councillors Code of Conduct Review

Dorchester Town Council adopted the Local Government Associations Model Councillor Code of Conduct in July 2021.

A member of the public spoke to this item and detailed how, although these were a model produced by the LGA, they could be developed and improved. It was stated that as the

question submitted was late, a written response would be sent and circulated to Councillors.

Resolved

That Members review the Town Clerks response once circulated and bring the item back to a future meeting of the Committee.

12. Information Governance Update

Members were presented with a revised Data Protection Policy and a new Privacy Policy.

As detailed within the report it was best practice for both Councillors and officers to undertake Data Protection training.

Recommended

- (1) That the Data Protection policy be adopted.
- (2) That the draft Privacy Notice be adopted.
- (3) That all Councillors and staff undertake data protection training by 31st October 2026 and then periodic refresher training following this.

13. Councillor E-mail Addresses

Both the benefits and disadvantages of Councillors having Council email addresses for Council business were presented to Members.

The costs associated with Councillors having their own Council email addresses was detailed.

Members discussed at length both their feelings of support and concern to the introduction of .gov email addresses. It was noted that officers would provide training and additional support to those councillors that may need it.

Resolved

- (1) That the provision of .gov emails for Councillors be agreed in principle.
- (2) That officers investigate and discuss with Members any additional needs and support they may need with implementing this proposal with a further costed report being presented to a future meeting of the Committee.

14. 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.

15. **Request for Partial Flexible Retirement**

The Committee considered a report by the Town Clerk on a partial flexible retirement request received from a member of staff.

Resolved

That the Town Clerk be given delegated authority to implement the recommendations as set out in the confidential report.

Chair.....

Dorchester Town Council

Dorchester Markets Informal Joint Panel

3 June 2026

Present: Councillors P. Dickenson, S. Jones, K. Reid, M. Rennie, R. Tarr and S. Williams.

Apologies: There were no apologies.

1. Election of Chair 2026-7

It was proposed, seconded and

Resolved

That Councillor M. Rennie be elected Chair for the remainder of the 2026-27 Council Year.

2. Election of Vice-Chair 2026-7

It was proposed, seconded and

Resolved

That Councillor K. Reid be elected Vice Chair for the remainder of the 2026-27 Council Year.

3. Declaration of Interests

No declarations of interest were declared.

4. Markets Operation - Update

The Panel considered a report by the Markets Officer which updated it on the work undertaken to date to ensure a successful handover of the Fairfield market operation to the Town Council from the previous contractor. It also updated Members on the activity of the Cornhill Market which was also now operated by the Town Council.

Members were informed that the Town Council had appointed a new Markets and Communications Officer who would be helping with promotion of the market and all other aspects of running a market, so he would be in a position to continue with that work once the temporary Markets Officer position ended in a couple of years.

In regard to promotion the Panel felt that it was important not to forget traditional print advertising in local newspapers, local magazines, posters etc.

It was reported that the possibility of a new Monday market was being investigated to operate in Cornhill and further down South Street in front of the vacant shops and banks.

Resolved

That the Markets operation – Update report be noted.

5 Markets – A Future Vision

Members considered a report by the Markets Officer which put forward a number of options in regard to developing the Markets offer at Fairfield. The document was a first draft and would evolve as different interested parties submitted their views and ideas.

The report set out thoughts and ideas for discussion in respect of Fairfield, the indoor market, North Linney's, South Linney's, Fairfield lock ups, car park area, site maintenance and improvements to buildings.

The Panel considered the options for the indoor market and felt that it should remain and that some urgent attention be given to it to make it watertight and to significantly improve its appearance. Members were circulated with a drawing showing what the building could look like if the proposed works to re-clad the building, improve signage and repair the roof were agreed. The total cost of the improvements was £70,000 proposed to be funded jointly by the Panel and Town Council. Dorset Council to fund the works to the North Linney's.

Members felt that if work was proposed for the roof then the installation of solar panels should be considered.

It was reported that a pre planning application was to be submitted shortly in respect of the proposal, previously agreed by the Panel, to remove a part of the North Linney's due to their unsafe condition.

In regard to minor site maintenance works it was proposed that the Town Council and Dorset Council establish an agreement to allow minor maintenance works to be arranged by the Town Council, using local traders whenever possible, and then reclaimed from Dorset Council as freehold owner. All works to be previously agreed by Dorset Council. This would allow for works to be carried out swiftly.

Members felt that the Bullring would be a good location for displaying information about the heritage of the market, tourism information and should be young people friendly

The Fairfield Road water garden project was due to commence in the autumn and Members requested that Chris Peck, Dorset Council, be invited to the next meeting to give the Panel an update on progress.

Resolved

- (1) That the works proposed to improve the indoor market building, at a cost of £70,000, be approved, funded jointly by the Panel and Dorchester Town Council.

(2) That the possibility of having solar panels on the indoor market roof be investigated.

(3) That discussions take place between officers of Dorset Council and the Town Council with a view to establishing a protocol for minor site maintenance.

(4) That Chris Peck, Dorset Council, be invited to the next meeting to give the Panel an update on progress in respect of the Fairfield Road water garden project.

6. **2026-27 Financial Update**

The Panel had before it a report from the Responsible Financial Officer which gave an update on the financial position of the Markets Panel.

It was noted that the 2025-26 outturn report was not yet available.

Resolved

That the Financial Update be noted.

Chair.....