



Dorchester Town Council

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Agenda for the meeting of the **Dorchester Markets Informal Joint Panel**, which will be held in the **COUNCIL CHAMBER, THE MUNICIPAL BUILDINGS, HIGH EAST STREET, DORCHESTER** on **WEDNESDAY 7th October 2026 at 2.30pm.**

A handwritten signature in black ink, appearing to read 'Denny'.

Charmaine Denny
Town Clerk
2nd October 2026

Public Attendance and Speaking at the Meeting

The Chair has discretion to allow members of the public to speak at the meeting. If you wish to speak please **contact the Clerk by 9.00am on the morning of the meeting.** We ask speakers to confine their comments to the matter in hand and to be as brief as possible.

Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose interests where appropriate. A Member who declares any interest must leave the room. 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.

Membership of the Committee (Quorum 3)

Councillors P. Dickenson (DC), S. Jones (DTC), K. Reid (DTC), M. Rennie (DTC), R. Tarr (DC), S. Williams (DC).

Agenda

- 1. Apologies**
- 2. Declaration of Interests**

To disclose any pecuniary, other registrable or personal interest as set out in the adopted Code of Conduct. In making their decision councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration. If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

- 3. Minutes – Page 3**

To read, confirm and sign the Minutes of the meeting of the panel held on 5th August 2026 (enclosed).

4. Markets Operation Update – Page 6

To consider a report by the Markets Officer (enclosed).

5. Car Boot Grant Fund – Assessment of Applications – Page 8

To consider a report by the Assistant Town Clerk - Corporate (enclosed).

6. 2026-27 - Financial Update – Page 9

To consider a report by the Financial Officer (enclosed).

Dorchester Town Council

Dorchester Markets Informal Joint Panel

5 August 2026

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

Officers: Charmaine Denny (Town Clerk - DTC), Graham Duggan (Head of Regulatory Services - DC), Nigel Hayes (Responsible Financial Officer – DTC), Daryl Chambers (Markets Officer – DTC) and Keira Lake (Finance Assistant)

Apologies: There were no apologies.

1. Declaration of Interests

No declarations of interest were declared.

2. Minutes

The minutes of the meeting of the Markets Informal Joint Panel held on 3rd June 2026, were confirmed and signed by the Chair as a correct record.

3. Markets Operation Update

Members considered a report by the Markets Officer which updated the panel on the proposed improvements to the Fairfield Indoor Market and gave a summary of how the car boot and Cornhill market are trading.

An overview of the Cornhill Project was also given to the Panel.

Dorchester Town Council (DTC) have recently agreed a contribution of £35,000 towards the Fairfield Indoor Market improvements and members wished for their thanks to DTC to be noted.

Resolved

Proposer: Cllr S.Williams

Seconder: Cllr R. Tarr

It was unanimously agreed that:

- (1) Officers continue to work with Dorset Council and appoint a contractor for the improvement works for Fairfield Indoor Market
- (2) An energy professional to be appointed to complete and submit an application to Low Carbon Dorset for the procurement, installation and commissioning of a

solar panel system for the indoor market at a cost of upto £4,000. This is to also include an assessment for further car charging points in the future, as well as LED lighting for the whole site

4. **Markets Future Vison**

The Markets Officer presented a report regarding the importance of creating a masterplan document for the site.

The panel discussed the benefits of having the document and emphasised how the removal of the North Linney's needs to be seen in the wider context e.g. how the removal of them will benefit the wider site.

Once a draft Masterplan has been produced, it should be circulated to the panel in advance of the next meeting, and an additional meeting to be scheduled if needed. Officers also to undertake a public consultation before the document is finalised.

The Panel aspired for the covered area of the Fairfield Car Park to have the same opening times of the main car park in the future.

Resolved

Proposer: Cllr S.Jones

Seconder: Cllr P. Dickinson

It was unanimously agreed that the Panel agree for a contractor to be procured to produce a masterplan document for the markets site and for the costs of this to be paid for from the Market Panels budget.

5. **Financial Outturn Report 2025/26**

The Panel had before it a report from Dorset Council, presented by Graham Duggan which gave the financial outturn position of the Markets panel for 2025/26

Resolved

Proposer: Cllr S.Williams

Seconder: Cllr S.Jones

Members of the Panel unanimously approved the Accounts for the year ending 31st March 2026.

6. **2026 – 27 Financial Update**

The Panel had before it a report presented by Keira Lake which gave the financial position of the Markets to date for 2026/27.

Resolved

Proposer: Cllr K.Reid
Seconded: Cllr S.Jones

Members of the Panel unanimously noted the current financial position as at the end of July 2026.

Chair.....

Item 4 - Dorchester Markets Informal Joint Panel Report of the Markets Officer

1. Fairfield Market

1.1 Dorset Council as landlords have carried out repairs to the South Linney's roof, replacing missing and broken tiles. They are actively working to find a water leak on the site identified by Wessex Water, this is ongoing and although disruptive to the market's operations, these are essential works.

1.2 Dorset Council have installed a mobile SIM in the market office for the market officers to be able to connect to the internet whilst onsite

1.3 Following approval from the Markets Panel at the August meeting, officers have appointed Crickmay Stark Architects to prepare a draft master plan for the whole site. It is anticipated a draft plan will be presented at the panel meeting in December.

1.4 To support the development of the draft master plan of the site a structural engineer has been appointed, along with a company who will be undertaking topographical surveys of the site

1.5 Dorset Council as landlord are in the process of ensuring that the site has a Electrical Installation Condition Report (EICR) of the site is complete; as well as undertaking maintenance on the CCTV system that is installed onsite.

1.6 To comply with health and safety the Town Council have appointed companies to undertake:

- The production of A Fire Risk Assessment for the site
- PAT Testing
- Legionella Training
- Fire Extinguisher Checks

Once the initial tests have been undertaken, the testings/checks for Fairfield Market will then fall within the Town Council's periodic testing programme, similar to other Town Council assets.

1.7 As agreed at the August panel meeting a renewables company have been appointed to take forward a scheme on the covered market for Solar Panels, this is ongoing and they are awaiting quotes back in from three companies.

1.8 To increase footfall officers are seeking to add additional signage to the doorway of the covered market. It is proposed that this is a slated arrangement that different slots/ headings showing to detail what is on offer inside.

It is recommended that officers purchase and install these at a cost of £1,600. Costs to be met from the Market Panel budget.

1.9 Waste collection for the site has been cut by half and is now down to two wheelie bins and officers are exploring ways of introducing more recycling measures. Fly Tipping around the bins is also being experienced. Officers are looking at measures to counter the fly tipping and improve recycling and will bring any proposals to a future panel meeting.

1.10 Dorset Council have started works on the Fairfield Road Garden project. Meetings have been held to ensure that the works have minimal impact on the markets. A site visit has been arranged for panel members on November 4th.

2. Car Boot

2.1 The car boot has had a steady start being so reliant on the weather, but as we go towards the winter it is expected that this will be more sporadic. The charges have been held at a competitive rate of £8.00 a car or van (commercial) £15.00 as the car boot fund is an essential lifeline for many groups and organisations to be able to access funding to help provide for their groups to survive and help others.

3. Cornhill

3.1 DTC also operates the Cornhill Market, and this can now operate 7 days a week. Officers have had discussions again with Dorset Council Highways team and now have an agreement to place stalls in the front of empty shops, which should give the town a lift particularly around the old M&S building.

3.2 The possibility of a new Monday Market on Cornhill has been trialled; however has not proven to be popular. Ideas are being explored to see how this could succeed in the future

3.3 Officers due to meet with the organisers of Christmas Cracker to assist in their set up and use of South St for parts of the event.

4. **Recommendation:** It is recommended that the panel agree for officers to purchase and install additional signage for the indoor market, as detailed within the report, at a cost of £1,600. Costs to be met from the Market Panel budget.

Item 5 - Assessment of Car Boot Fund grant applications

1. Following the transfer of the market operation to Dorchester Town Council, the authority has taken over the administration of the Dorchester Market Car Boot Grant Fund. This grant fund is open for applications once annually and the allocation of grants has, in previous years, been undertaken by a small working group comprising some Panel members.
2. The grant fund information is now hosted on the Town Council's website:
<https://www.dorchester-tc.gov.uk/Supporting-Our-Community/Dorchester-Market-Car-Boot-Fund#gsc.tab=0>
3. The deadline for grant applications is 1st November 2026 and it is intended that applications will be reviewed initially by officers to ensure that applications are complete, valid and with any necessary supporting information.
4. As in previous years, the applications should then be assessed by a small group of members at an informal meeting. However, given that the panel now comprises 6 members, it would seem appropriate to invite all members to an informal meeting to assess the grant applications in detail and for recommendations from this meeting (e.g. to award a grant or not) to be reported to the formal meeting of the Joint Panel on 2nd December 2026 for confirmation.
5. If the Panel is supportive of the approach outlined in paragraph 4 above, then officers will arrange an informal meeting to which all members are invited in mid-November to assess the grant applications.
6. **Recommendation**: It is recommended that applications to the Dorchester Markets Car Boot Grant scheme are assessed at an informal meeting of the Dorchester Markets Joint Panel in November 2026 and that the recommendations of this informal meeting are reported to the formal Panel meeting on 2nd December for consideration.

Item 6 - Finance Update 2026/2027 to the end of September 2026

Overview

Trading for the Wednesday Market, Car Boot Sale, and Cornhill Market in April – September shows a mixed financial position with the Wednesday Market and the Car Boot Sale bringing in surplus and the Cornhill Market being under budget. The total surplus is £32,963.

Wednesday Market

	2025/2026 Total	2026/2027 To Date	April – July 2026	August 2026	September 2026
Income	£69,249	£47,255	£31,828	£7,731	£7,696
Expenditure	£53,647	£28,013	£22,536	£4,036	£1,441
Less Ensors 20%	£7,843	£0	£0	£0	£0
Net Profit	£7,759	£19,242	£9,292	£3,695	£6,255

Notes:

- Labour for September has not yet been invoiced. This is expected to be £720.
- Cash from September 23rd and September 30th is not yet reflected.
- SUMUP Cash from September 30th is not yet reflected.

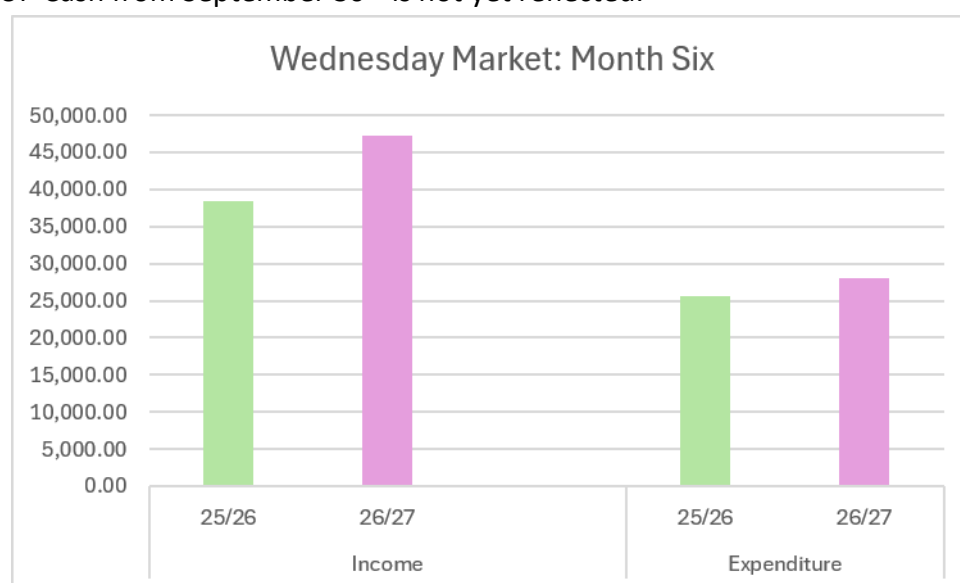


Figure 1: Wednesday Market Year on Year Income & Expenditure

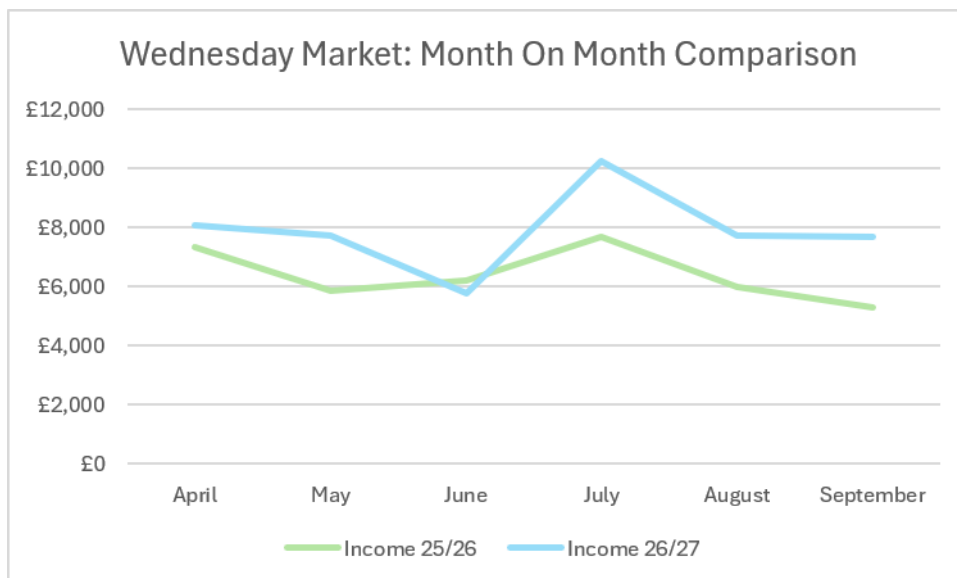


Figure 2: Month on Month Comparison of Income in 25/26 and 26/27

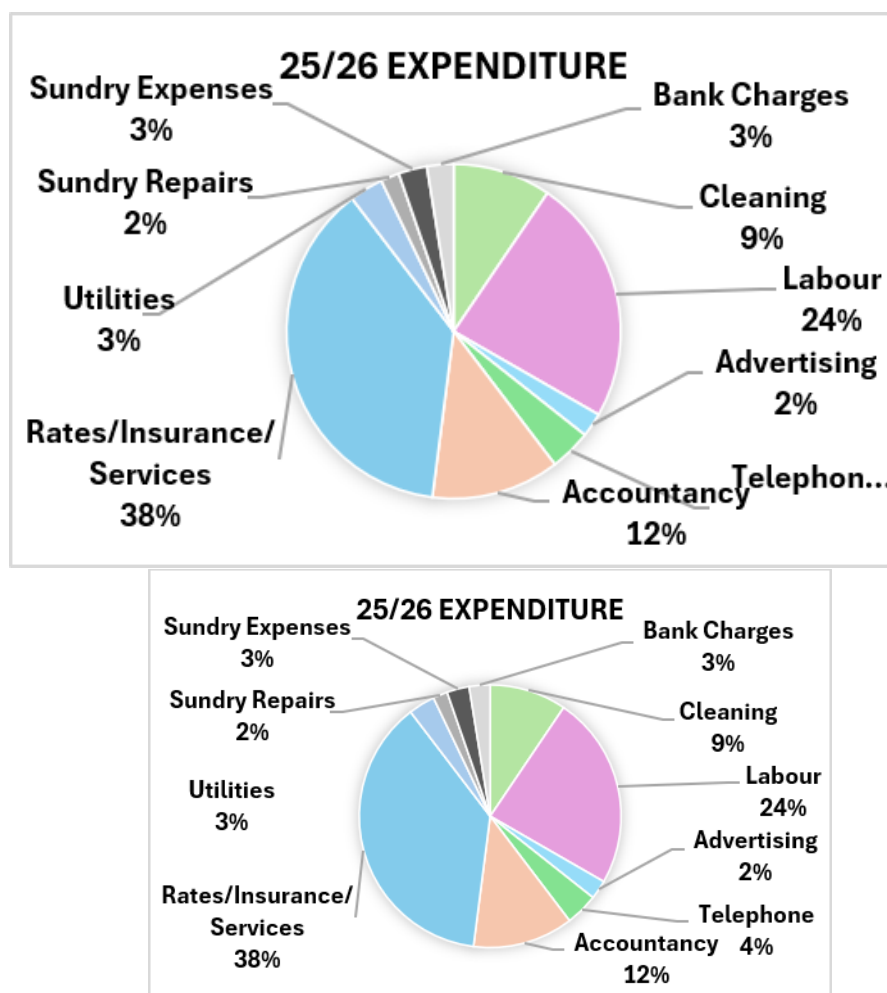


Figure 3: 25/26 Total Expenditure Breakdown

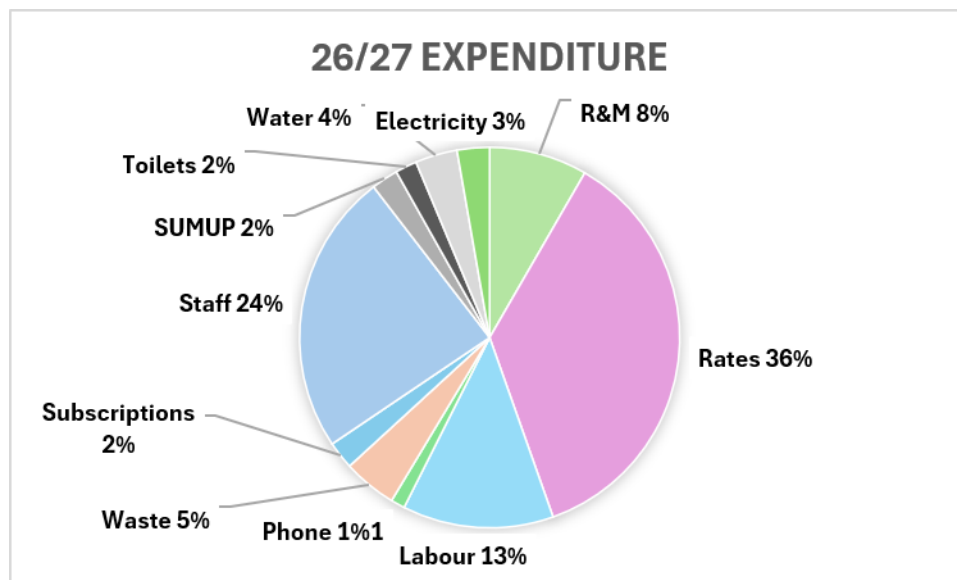


Figure 4: 26/27 Total Expenditure Breakdown

Summary: The Wednesday Market is currently reporting a surplus of £19,242.

Sunday Car Boot Sale

Notes:

- Labour for September has not yet been invoiced. This is expected to be £720

	2025/2026 Total	2026/2027 To Date	April – July 2026	August 2026	September 2026
Income	£32,926	£22,830	£15,809	£3,107	£3,914
Expenditure	£9,313	£6,969	£5,126	£1,282	£561
Net Profit	£23,613	£15,861	£10,683	£1,825	£3,353

- September 27th income and fees are not yet reflected.

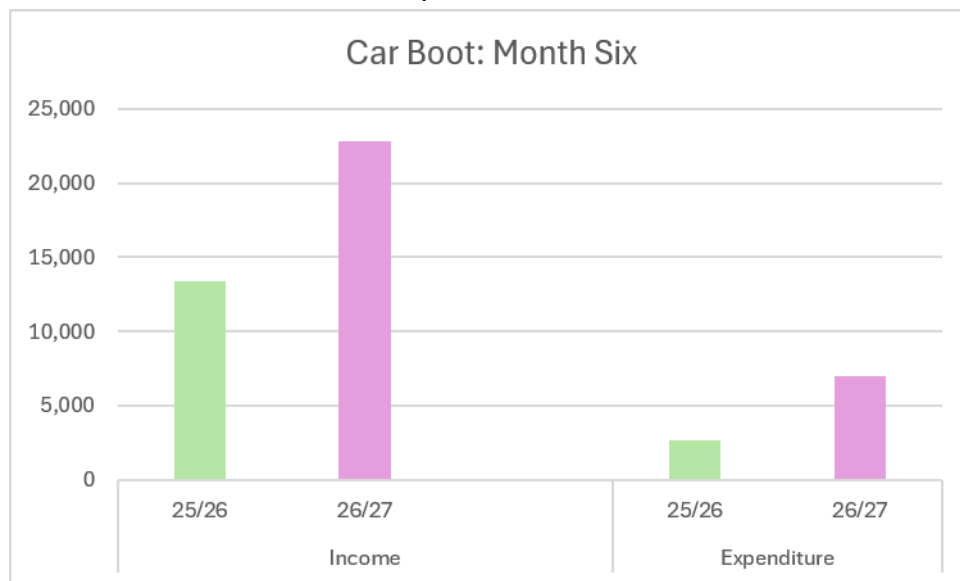


Figure 5: Car Boot Year on Year Income & Expenditure

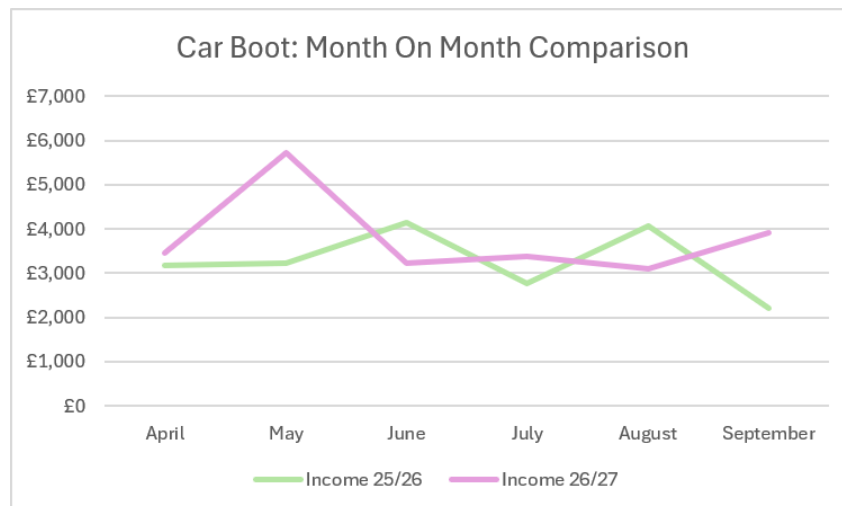


Figure 6: Month On Month Comparison of Income in 25/26 and 26/27

Summary: The Sunday Car Boot Sale continues to generate a surplus of £15,861.

Cornhill Market

	26/27 Budget	Month Six Profile	Actual	Variance	April - July	August	September
Income	£12,987	£6,494	£4,354	-£2,140	£2,545	£540	£1,340

Notes:

- September figures include a SUMUP payment of £780 which covers the last week of August and the first week of September. However, there is no breakdown as to what amount is allocated to which dates.
- The actual figure is the amount once the SUMUP fees have been removed from the income. SUMUP fees to date £71.32
- Late September income (24th-30th) is not reflected.

Summary: Cornhill Market income is below budget by £2,140. There are no comparative figures from 2025/2026 currently available.

Reserves

The R&M Reserve has a balance of £108,112 as of July 28th, 2026. (Held by DC)

The Car Boot Reserve has a balance of £19,526 as of September 28th, 2026. (Held by DTC)

Recommendation: That members of the Dorchester Markets Joint Panel note the current financial position as at the end of September 2026.