



Dorchester Town Council

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You are summoned to a meeting of the **Dorchester Town Council** to be held in the Council Chamber, the Municipal Buildings, High East Street, Dorchester, DT1 1HF on **Monday 24 November 2025 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 29 September 2025 (page 3).

4. Police Update

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

5. Presentations, Communications and Motions

- a) The Mayor to present a Certificate of Recognition to local resident, Joanna Rigler, who swam the English Channel on 30 July 2025 and raised a significant amount of funds for the charity Cardiac Risk in the Young.
- b) To receive communications from the Mayor and Town Clerk.
- c) 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	6 October 2025	Page 6
Planning & Environment Committee	3 November 2025	Page 11
Management Committee	10 November 2025	Page 17
Policy Committee	17 November 2025	Page 21

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.

A handwritten signature in black ink that reads "Steve Newman". The signature is written in a cursive style with a horizontal line underneath the name.

Steve Newman

Town Clerk

19 November 2025

**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

Meeting of the Dorchester Town Council held in the Council Chamber

29 September 2025

Present: Councillors R. Biggs, S. Biles, L. Fry, J. Germodo, W. Gibbons, J. Hewitt, F. Hogwood, G. Jones, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Potter (Deputy Mayor in the Chair), K. Reid, M. Rennie, R. Ricardo and D. Taylor.

Apologies: The Mayor (Councillor A. Canning) and Councillors P. Farmer, S. Jones and R. Major.

24. Ken Lambert

The Deputy Mayor reported that former Councillor Ken Lambert had recently died. He had served on the Council between 1999 and 2007. Members stood in silence to his memory.

25. Declarations of Interest

No declarations of interest were reported to the meeting.

26. Minutes

The minutes of the meeting of the Council held on 28 July 2025, were confirmed and signed by the Deputy Mayor as a correct record.

27. Police Matters

Sergeant Ian Schofield was unable to attend the meeting.

28. Presentations, Communications and Motions

The Council received a presentation from Mr A. Frost, Dorset Council Service Manager for Community Safety on the work of the Community Safety Partnership, the priorities for which were Domestic Abuse and Stalking, Sexual Offences, Serious Violence, Anti-Social Behaviour and Rural Crime. Mr Frost responded to Members detailed questions.

There were no communications from the Mayor or Town Clerk and no motions had been submitted.

29. Planning and Environment Committee – 4 August 2025

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 4 August 2025 be adopted.

30. **Planning and Environment Committee – 1 September 2025**

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

Resolved

(1) That Councillors S. Biles, J. Germodo, J. Hewitt, G. Jones, D. Leaper and K. Reid be appointed to the 20mph Task and Finish Group.

(2) That the minutes of the meeting of the Planning and Environment Committee held on 1 September 2025 be adopted.

31. **Management Committee – 15 September 2025**

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

Members noted that both the Bayeux reception and Heritage Open Day event in the Corn Exchange had gone exceedingly well, and the Council offered its thanks to all those involved.

Resolved

That the minutes of the meeting of the Management Committee held on 15 September 2025 be adopted.

32. **Policy Committee – 22 September 2025**

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

Resolved

(1) That Councillors S. Biles, J. Germodo, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Potter, K. Reid and R. Ricardo be appointed to the Local Plan/Future Direction Task and Finish Group.

(2) That the minutes of the meeting of the Policy Committee held on 22 September 2025 be adopted.

33. **Dorchester Joint Heritage Committee – 22 July 2025**

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

34. **Dorchester Markets Informal Joint Panel – 30 July 2025**

The minutes of the meeting of the Dorchester Markets Informal Joint Panel be noted. The Chair updated Members on the progress made in respect of moving the market operation to the Town Council and the appointment of a Markets Officer.

35. **Update from the Dorset Council**

Dorset Councillors updated the Council on the following matters:-

- Councillor R. Biggs updated Members on a number of Dorset Council initiatives including lighting Fairfield car park, Williams Avenue traffic lights, £20m Pride of Place funding, possible health science university, affordable housing, new skills initiative, outcome of the recent parking consultation and more.
- It was reported that the X51 bus timetable had been revised, the Council thanked all of those organisations which had raised issues regarding the shortcomings of the originally proposed timetable.
- It was noted that there would be some night works being undertaken at the hospital site shortly.
- A new arm's length body had been established to operate and manage the Innovation Park at Winfrith.
- Land drainage works had been completed at the Dorchester recycling centre.

Council rose at 8.06pm.

Mayor

Dorchester Town Council
Minutes of the Planning and Environment Committee
6 October 2025

Present: Councillors R. Biggs, S. Biles, L. Fry (Vice Chair), F. Hogwood, S. Jones, F. Kent-Ledger, D. Leaper, V. Lloyd-Jones, R. Major, R. Potter, M. Rennie and R. Ricardo (Chair).

Apologies: Cllrs P. Farmer, J. Germodo and J. Hewitt

Also in attendance: Cllr W. Gibbons

30. Declarations of Interest

Councillors L. Fry and R. Major stated that as members of Dorset Council's Northern Area Planning Committee, they would keep an open mind on the planning applications and consider all information available at each stage of the decision process. They would take part in the debate but not vote on planning applications at this meeting.

31 Minutes

The minutes of the meeting of the Committee held on 1 September 2025 and ratified at the Full Council meeting held on 29 September 2025 were signed by the chairman.

32. Dorset Council Local Plan Options Consultation 2025

The Committee heard that the draft response considered by the Local Plan/Future Direction Task and Finish Group on Tuesday, 14 October 2025 for amendments before going before the Planning and Environment Committee on 2 November 2025 for approval before it was submitted to Dorset Council. The Committee noted that an extension for comments for Town and Parish Councils had been granted by Dorset Council.

Resolved

The Committee noted the updated timeline for the Local Plan Response.

33. Local Transport Plan 2026 to 2041

The Committee considered pages 56-68 of the Dorset Council and Bournemouth, Poole and Christchurch Council (BCP) and identified schemes within the pages that were considered critical to Dorchester Town Council's response to the Local Plan.

The Committee agreed that the comments made should be passed on to the planning consultant appointed to draft the Town Council's Local Plan Response and be submitted

to Dorset Council in response to the Local Transport Plan 2026 to 2041. (Comments attached as appendix 1.)

Resolved

That the comments be passed on to the Planning Consultant to incorporate within the Local Plan response and a response to the Local Transport Plan 2026 to 2041 be passed on to Dorset Council.

34. Pre Consultation on HI1324 Damers Road / Williams Avenue - Junction Improvement - Dorset Council Consultation on Traffic Orders

The Committee considered Dorset Council's proposal to upgrade the existing junction to a modern standard and improve the layout for pedestrians and cyclists.

The Committee supported the proposal.

Resolved

That the Clerk to the Committee inform Dorset Council of the Committee's support for the scheme.

35. 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 2, be submitted to Dorset Council.

36. Minute update Report

a) Minute 27, Planning Applications for Comment- P/VOC/2024/03497 of the Planning and Environment Committee meeting held on 1 September 2025

Cllr F. Kent-Ledger informed the committee that they had attended a meeting of the Rainbarrow Farm Anaerobic Digestion Facility Community Liaison Group. They reported that the meeting was informative, and that the company expressed a strong willingness to engage with the local community. The company also indicated that they would be happy to address and resolve any issues should any arise.

37. Planning Issues to Note

There were no planning issues to note.

Minute 33

Dorchester Town Council

Planning and Environment Committee Meeting

6 October 2025

Dorset and BCP Councils Local Transport Plan

Implementation Plan 2026 – 2031 Pages 56 – 59 & 66 -68 Comments

Please note that if no comment has been made it means that the committee were supportive

Annexe J

Objective A

2. Freight Alternative Refuelling Sites

The Committee were concerned about flooding at the junction that would need attention.

Objective C

5. A354 corridor multimodal improvements south of Dorchester to Weymouth and Portland.

The Stadium Roundabout is currently problematic for cyclists (they currently have to dismount to cross the roundabout N-S, S N). To encourage sustainable travel, improvements need to be made to the site particularly if a truck stop were to be implemented.

6. Town centre traffic management and access improvements

It is important to continue to improve the link between Dorchester town centre and Poundbury.

10. A35 corridor improvements

The Committee was supportive of the objective. But felt that safety improvements were required at the turning to the A352 towards Max Gate. It was suggested that righthand turning should be prohibited from the A352 junction on to the A35.

12. Increase bus service frequency on strategic bus network

More efficient timings required for core working hours.

13. Extend weekend services on strategic bus network

Sunday services must be included in the objective to ensure equitable access to transportation. As weekend work schedules become increasingly common, it is essential to provide services that support individuals who work Saturdays and Sundays. The traditional Monday–Friday work pattern is no longer the norm, and transport planning must reflect this shift to meet the needs of a changing workforce.

16. Dorset rail stations accessibility programme

Strongly support.

Annex O

Objective B

Ban on pavement parking

Strongly support.

Objective C

Car parking review implementation

Strongly support.

Local Freight Consolidation Centres

The Committee would expect there to be some exploration of sites around the Dorchester area.

Objective F

The Committee would like to see 'Demand response' transport for the rural community.

Dorchester Town Council

Planning & Environment Committee – 6 October 2025

Planning Applications for Comment

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

E1. P/HOU/2025/05678 41 South Walks Road Dorchester DT1 1ED

Erect single storey rear lean-to infill extension.

No objection.

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

N1. P/FUL/2025/05162 Dorchester United Church South Street Dorchester DT1 1BY

Install PV panels to rear hall existing roof.

No objection.

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

No applications received to date.

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

S1. P/HOU/2025/04890 114 Weatherbury Way Dorchester DT1 2EG

Single storey rear extension.

No objection.

(Application considered as per the procedure agreed at the Planning and Environment Committee meeting held on 4 October 2021, Minute 35)

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

P1. P/FUL/2025/05651 Middle Farm Business Centre Middle Farm Way Poundbury

Change of use and conversion of vacant building to commercial premises

No objection.

Dorchester Town Council
Minutes of the Planning and Environment Committee
3 November 2025

Present: Councillors R. Biggs, S. Biles, L. Fry (Vice Chair), J. Germodo, J. Hewitt, F. Kent-Ledger, D. Leaper, R. Major, R. Potter, M. Rennie and R. Ricardo (Chair).

Apologies: Cllr F. Hogwood, S. Jones, P. Farmer

Also in attendance: Cllr K. Reid

38. Declarations of Interest

Councillors L. Fry and R. Major stated that as members of Dorset Council's Northern Area Planning Committee, they would keep an open mind on the planning applications and consider all information available at each stage of the decision process. They would take part in the debate but not vote on planning applications at this meeting.

39. Minutes

The minutes of the meeting of the Committee held on 6 October 2025 were approved by the Committee and signed by the chairman.

40. Dorset Council Local Plan Options Consultation 2025

The Committee considered the suggested response to the Dorset Council Local Plan Options 2025 Consultation. The Committee approved the response and requested that the Clerk submit the response to Dorset Council subject to the changes laid out in Appendix One. The Committee thanked Jo Witherden for her work on this.

Resolved

That the clerk submit the response to Dorset Council, subject to the approved changes as set out in appendix 1.

41. Fairfield Task and Finish Group Meeting Minutes

The Committee noted the minutes of the Fairfield Task and Finish Group meeting held on 21 October 2025.

42. 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 2, be submitted to Dorset Council.

43. **Minute Update Report**

There were no minute updates to note.

44. **Planning Issues to Note**

There were no planning issues to note.

Minute 40

Dorchester Town Council

Planning and Environment Committee Meeting

3 November 2025

Dorset Council Local Plan Options Consultation 2025

The Committee agreed to the following changes to the response:

Page 3:

‘Query the phrase that “there are significant opportunities for further growth along the Portland – Weymouth – Dorchester corridor”’.

Is changed to:

‘Challenge the phrase that “there are significant opportunities for further growth along the Portland – Weymouth – Dorchester corridor”’.

Page 3:

‘The Stadium Roundabout is currently problematic for cyclists’.

Is changed to:

‘The Stadium and Monkeys Jump Roundabouts are problematic for cyclists’.

Page 5:

‘Whilst waste is planned under a separate regime, the waste water treatment plant will need to be upgraded and a new Household Recycling Centre provided (given the poor access to and limited capacity of the current provision). It is important that these are considered through the Local Plan process as well as through the Waste Plan, as if we wait for the Waste Plan review to identify need for this, it will be too late to designate the site particularly when the new occupants will not want it near them (as happened in Poundbury).’

Is changed to:

‘Whilst waste is planned under a separate regime, the waste water treatment plant will need to be upgraded, and a **new Household Recycling Centre** provided (given the poor access to and limited capacity of the current provision). It is **vitally** important that these are considered through the Local Plan process as well as through the Waste Plan, as if we wait for the Waste Plan review to identify need for this, it will be too late to designate the site particularly when the new occupants will not want it near them (as happened in Poundbury).’

Page 20:

‘There have been too many examples of where developments have stalled due to infrastructure costs and resulted in sub-standard provision and failed visions – Brewery Square and the Prison site in Dorchester being examples of this from which Dorset Council must learn.

There is no evidence that the Garden Community status will provide any ongoing support to address the inherent challenges of this scale of development. The site has not been selected as one of the Government’s new towns (as announced on 28 Sept 2025), which focuses on sites capable of delivering in excess of 10,000 new homes.

For all of the above reasons, the Town Council continue to raise the strongest objection to the continued inclusion of this site within the Dorset Council’s Local Plan. It is not supported by any evidence to demonstrate that it is sustainable and deliverable.’

Is changed to:

‘There have been too many examples of where developments have stalled due to infrastructure costs and resulted in sub-standard provision and failed visions – Brewery Square and the Prison site in Dorchester being examples of this from which Dorset Council **MUST LEARN**.

There is **NO** evidence that the Garden Community status will provide any ongoing support to address the inherent challenges of this scale of development. The site has not been selected as one of the Government’s new towns (as announced on 28 Sept 2025), which focuses on sites capable of delivering in excess of 10,000 new homes.

For all of the above reasons, the Town Council continue to raise the strongest objection to the continued inclusion of this site within the Dorset Council’s Local Plan. It is not supported by any evidence to demonstrate that it is sustainable, viable, and deliverable.

The Committee also requested a line is added in to seek clarification if Section 106, OR CIL, will be applicable.

Agenda Item 5

Dorchester Town Council

Planning & Environment Committee – 3 November 2025

Planning Applications for Comment

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

E1. P/FUL/2025/05820 9 High East Street Dorchester DT1 1HS

Change of use of ground floor to residential in association with the existing residential use.

No Objection

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

N1. P/HOU/2025/05797 5 Caters Place Dorchester DT1 1YB

Retain works carried out to retaining wall and landscaping to rear of property.

No Objection

N2. P/MPO/2025/05996 Former Tennis Courts East Of West Walks Dorchester

Modification of a planning obligation dated 30/07/2024 relating to planning permission number WD/D/20/001242 - Erection of 15no. one-bedroom affordable flats, including one wheelchair accessible dwelling - to modify definition of Wheelchair Accessible Dwellings in clause 1.1 of the s.106 agreement.

As Dorchester Town Council is the landowner, no comment will be made on this application.

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

W1. P/LBC/2025/05534 First Great Western Dorchester West Railway Station Great Western Road Dorchester DT1 2LB

Erect plaque.

No Objection

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

S1. P/VOC/2025/06109 68 South Court Avenue Dorchester DT1 2BZ

Erect 2 storey extension to the north east elevation (With Variation of condition 2 of planning permission P/HOU/2021/04750 to amend approved plans).

No Objection

S2. **P/HOU/2025/06128 55 Manor Road Dorchester DT1 2AZ**

Erect single storey side porch.

No Objection

S3. **P/HOU/2025/06069 1 Kingsbere Crescent Dorchester DT1 2DY**

Single storey front extension.

No Objection

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

No applications received to date.

Dorchester Town Council

Management Committee

10th November 2025

Present: Councillors L. Fry, W. Gibbons, J. Hewitt, D. Leaper (Chair), R. Major, R. Potter, M. Rennie and S. Jones.

Apologies: Councillors P. Farmer, F. Hogwood and F. Kent-Ledger.

In attendance:

Councillor S. Biles.

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

24. Declaration of Interests

None.

25. Minutes

The Minutes of the Meeting of the Committee held on 15th September 2025, adopted by Council on 29th September 2025, were taken as read and were confirmed and signed by the Chair as a correct record.

26. Outdoor Services – Update Report – Autumn

The committee received the update report from the Assistant Town Clerk (Outdoor Services). A design for the replacement retaining wall at Fordington Cemetery has been received from the structural engineer and discussions will now commence with the Mill Street Housing Society with regard to the land area required. The structural engineer had also made recommendations with regard to the long-term monitoring of other sections of the wall. The Assistant Town Clerk also reported that new owl and swift nesting boxes were to be installed in Borough Gardens. Cllr Gibbons enquired about the potential to move the goal posts on The Great Field due to surface flooding and it was confirmed that they could be moved soon. Cllr Rennie requested that it be minuted that members were very appreciative of the work of the Outdoor Services staff.

Resolved:

That the Outdoor Services update report be noted.

27. Draft Cemeteries & Burial Policy.

The committee received the report from the Assistant Town Clerk (Corporate) on a draft cemeteries and burials policy for the council. Cllr Biles asked about the 'next in line' grave plot allocation policy and officers explained that couples who wanted to be buried together could make use of double-depth plots which can accommodate two coffins and numerous ashes caskets on top. Cllr Jones recommended that the provision of a new cemetery should be one of the council's priorities for the North of Dorchester development if it were to proceed.

Resolved:

That the draft Cemeteries & Burials Policy is agreed by the Committee.

28. Amendment to operating agreement for Borough Gardens refreshments kiosk.

The committee received the report from the Assistant Town Clerk (Corporate) on proposed changes to the agreement that governs the operation of the Borough Gardens refreshment kiosk.

Resolved:

That the committee agrees an amendment to the 2026 operating agreement for the Borough Gardens refreshment kiosk to require the operator to make a payment to the council of 5% of taking (inclusive of VAT) each month of the year.

29. Grant Applications

The Committee considered various requests for financial assistance and it was

Resolved:

- (a) That no grant be awarded to Dorset Neuro Rehab for the ReMarkable Pro device.
- (b) That a grant of £500 be awarded to the Dorchester Chamber for Business towards the cost of public liability insurance for the Christmas Cracker event.
- (c) That a grant of £500 be awarded to the Dorchester Chamber for Business towards the cost of hiring the Municipal Buildings for the Christmas Cracker event.
- (d) That a grant of £500 be awarded to Dorchester Family Support towards the cost of the food hamper service.
- (e) That a grant of £500 be awarded to Homestart Wessex towards the cost of volunteer expenses and training.
- (f) That a grant of £335 be awarded to Transition Town Dorchester towards the cost of scythes and equipment.

Cllr Rennie requested that any grant applicants be made aware of the Dorchester Car Boot Grant Fund as an additional / alternative source of funding.

30. Minutes of Twinning & Cultural Activities Panel

The notes of the Panel meeting on 15th September 2024 were considered by members. Cllr Rennie stated that the new arrangement for the service to commemorate the German prisoners of war had worked very well on Remembrance Sunday and attracted a much large number of attendees. It was proposed that this should be the permanent arrangement in future and the Assistant Town Clerk offered to discuss this with St George's Church and report back to the Panel and then the Committee. Cllr Fry enquired as to whether the actual memorial should be relocated but this was not supported by other members. The issue of installing fencing along the top of the wall by the memorial was discussed and Cllr Jones suggested that the German embassy, or its war memorials commission, be approached for assistance with any costs.

Resolved:

- a) That the minutes be noted.
- b) That officers discuss with St George's Church the potential for the service of remembrance for German prisoners of war to take place in the churchyard as a long-term arrangement.

31. 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 action of the Town Clerk in approving designs numbered 5509 to 5516 be confirmed and the Register of Memorials be signed by the Chair as a correct record.

Chair.....

Dorchester Town Council

Policy Committee

17 November 2025

Present: The Mayor (Councillor A. Canning) and Councillors R. Biggs, S. Biles (Chair), J. Germodo, G. Jones, V. Lloyd-Jones, K. Reid and D. Taylor.

In Attendance

Councillors W. Gibbons, J. Hewitt, F. Hogwood, S. Jones, F. Kent-Ledger, D. Leaper and M. Rennie.

Mr R. Hattersley in respect of Minute No. 26.

Apologies: Councillor R. Ricardo.

24. Minutes

The Minutes of the Meeting of the Committee held on 22 September 2025, adopted by Council on 29 September 2025, were taken as read and were confirmed and signed by the Chair as a correct record.

25. Declaration of Interests

Councillors J. Germodo and D. Taylor declared an interest in respect of Minute No. 29, Keep106 Community Radio, and left the room during its consideration.

26. Community Hub

The Committee received a presentation from Mr Rob Hattersley regarding a proposal for a townwide community hub. The idea was at the planning stage and he explained the needs that a hub could address, identifying gaps in provision and filling them, functions that could be included and next steps in developing the project.

It was noted that there was a community meeting to be held in the Town Hall at 4.00pm on Thursday 11 December 2025.

The Committee thanked Mr Hattersley for attending the meeting.

27. Finance Update

Members considered a report by the Finance Officer which updated them on the financial position of the Council as at end of October 2025, the amount of earmarked reserves as at the end of October 2025, the level of debt over 30 days and gave details of the payments list from 1 September 2025 to 31 October 2025.

Resolved

- (1) That the payments list, totalling £336,183.55 be approved.
- (2) That the remainder of the report be noted.

28. Strategic and Operational Risk Registers

Members considered a report of the Assistant Town Clerk (Corporate) relating to the Council's Risk Registers.

The Committee reviewed each of the high level risks included in the report. Members agreed to include risks related to the Town Council taking over operation of the Markets and some modifications to the wording of risks MAR001, MAR003 and OTH010.

Recommended

- (1) That, subject to the amendments above, the assessed high level strategic and operational risks be approved.
- (2) That the Strategic and Operational Risk Registers, as a whole, be approved.
- (3) That the Risk Management Plan be agreed.

29. Keep 106 Community Radio Funding Request

Members were reminded that the Committee had previously agreed an annual grant of £10,000 to Keep 106. The grant was in recognition of the provision of PA equipment at a number of Council and Community events plus technical advice to the Council. The Committee considered correspondence from Keep 106 requesting an increase in its annual grant.

Resolved

That an annual grant of £15,000 be awarded to Keep 106 Community Radio for three years as from 2026-27. The grant to be uplifted with CPI. Keep 106 to be advised to also increase its revenue by being more pro-active in regard to selling its services and advertising.

30. Municipal Buildings Clock Tower

Members considered a report by the Town Clerk on work potentially required internally and externally to the Municipal Buildings clock tower.

Resolved

- (1) That Crickmay Stark Architects be appointed to draw up tender documents and undertake a tender process for the potential works set out in the report.
- (2) That the Policy Committee, at its meeting to be held in March 2026, consider the evaluation of the tenders received and agree the extent of the works to be carried out.

31. Town Centre Working Group

The Committee received the notes of the meeting of the Town Centre Working Group held on 3 November 2025.

Members requested that the scaffolding hording around the site of the old Gorge Café be enhanced to brighten the area and encourage shoppers to explore the whole of South Street.

32. Community Land Trust – Old Tennis Court Site – Legal Agreements

The Town Clerk updated the Committee on progress with the affordable housing project on the old tennis court site. It was confirmed that, to date, there were no amendments required to the Legal Agreements. Should any urgent amendments come forward following the meeting it was proposed that delegated authority to make a decision on them be given to the Town Clerk following consultation with the Chair and Vice-Chair.

Resolved

That the Town Clerk, following consultation with the Chair and Vice Chair of the Committee, be authorised to agree on any urgent minor amendments to the legal agreements, that might come forward in respect of the affordable housing project on the old tennis court site.

33. Concession Agreement to Operate the Markets

The Committee considered the draft Concession Agreement to the Council for the operation of the Dorchester markets. The Agreement had been approved, subject to some minor amendments made by the Informal Dorchester Joint Markets Panel at its meeting held on 13 November 2025.

Recommended

That the Concession Agreement to the Council to operate Dorchester markets be agreed.

34. **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.

35. **Staffing Matters**

(a) **Markets and Communications Officer**

Members considered a report by the Town Clerk, and it was

Resolved

That the previously agreed new part time trainee Market Officer post have its hours increased from 18.5 hours per week to 37 hours per week and redesignated to Markets & Communications Officer. Subject to final assessment of the job grade, the Council's staffing budget to be increased accordingly when the Council sets its 2026-27 budget.

(b) **Town Clerk**

The Committee considered a report by the Town Clerk on a proposed timescale and arrangements for the appointment of a new Town Clerk following the retirement of the present Town Clerk in August 2026.

Resolved

- (1) That 'Council HR and Governance Support' be appointed to support the recruitment of a new Town Clerk.
- (2) That a balanced Appointments Panel with a membership of five be established. Membership of the Panel to be agreed at the January 2026 Council meeting following the receipt of expressions of interest and advice from the Council's recruitment advisors (once appointed).
- (3) That the Appointments Panel be authorised to make all the necessary arrangements for the appointment of a new Town Clerk and to make a recommendation for appointment to a future Full Council meeting.

Chair.....