



## **Dorchester Town Council**

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**You are summoned** to the meeting of the **Dorchester Town Council** in the **Council Chamber, Municipal Buildings, Dorchester** on **Tuesday 24 March 2015** at **7.00pm**, to conduct the following business: -

### **Member Code of Conduct: Declaration of Interests**

Members are reminded that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate.

A Member who declares a pecuniary interest must leave the room unless a suitable dispensation has been granted.

A Member who declares a non-pecuniary interest may take part in the meeting and vote.

### **Public Speaking at the meeting**

The Mayor has discretion to allow members of the public to speak at the meeting on items that have not already been resolved by a Committee. If you wish to speak please ask the Chairman before the meeting starts. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably possible.

### **Democratic Half Hour**

There is an opportunity for members of the public to address the Council on any issue relating to Dorchester, which will commence at the conclusion of the Council meeting.

#### **1. Apologies & Declarations of Interest**

#### **2. Minutes**

To read, confirm and sign the minutes of the Meeting of Council of 27 January 2015 (Page 3) and the Special Meeting of Council on 24 February 2015 (Page 7).

#### **3. Communications and Questions**

- a) Presentation by Craig Baker, Area Manager for Dorset Fire and Rescue
- b) To receive communications from the Mayor or the Town Clerk
- c) To receive questions from Members in accordance with Standing Order 12(3).

4. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:

Planning and Environment Committee	2 February 2015	Page 9
Planning and Environment Committee	2 March 2015	Page 15
Management Committee	10 March 2015	Page 20
Mayoral Selection Committee	17 March 2015	Page 29
Policy Committee	17 March 2015	Page 30

5. **Report of the Police Inspector for Dorchester**

To receive a report regarding recent policing issues.



Town Clerk 18 March 2015

# Dorchester Town Council

## Meeting of the Dorchester Town Council

27 January 2015

Present: Mayor P. Mann and Councillors V. Allan, K. Armitage, D. Barrett, T. Harries, S. Hosford, T. James, G. Jones, F. Kent-Ledger, A. Lyall, R. Potter, M. Rennie, D. Roberts and D. Taylor

Apologies: Councillors C. Biggs, R. Biggs, A. Canning, S. Jones and T. Jones

### 31. Minutes

The minutes of the meetings of the Council held on 25 November 2014 were confirmed and signed by the Mayor as a correct record.

A member raised a question regarding the lack of meetings of the Crime and Reduction Panel, to which an answer was provided. In response to a question the Town Clerk confirmed he would be inviting the Ambulance Service and Fire Service to future meetings of the Council.

### 32. Communications & Questions

The Mayor welcomed Mr Jeff Hodgson and his wife Angela to the meeting, and presented Jeff with a gift of a photograph album to mark his retirement as an Honorary Macebearer for the town.

The Mayor notified the Council of the death of Mrs Beth Boothman, a former Mayor of Dorchester on two occasions. Members stood to remember her.

The Mayor congratulated Lucy Armstrong on her appointment as a Girls Rights Ambassador to the Plan UK Youth Advisory Panel, and also notified members of Lucy's intention to stand for the UK Youth Parliament in February, then invited comments from the Youth Council on the issues covered by agendas during the current cycle.

The Youth Council asked the Council to consider a policy on the use of e-cigarettes in its buildings, and it was agreed this would be presented to a future Management Committee. The Youth Council expressed support for the Council's initiatives on apprentices and the potential move of Dorchester Arts to the Municipal Buildings. A member sought clarification on Dorset County Council's support for the apprenticeship scheme. The Mayor thanked the Youth Council for their continued involvement in the Carnival Committee.

The Mayor reported receipt of a letter from the Abraham Lincoln Presidential Library and Museum, who were seeking support for an initiative to commemorate 150 years since Lincoln's death, and the Mayor read out his reply affirming the value of Lincoln's contribution to democracy.

The Town Clerk identified that a Special Meeting of Council is to be held on 24 February 2014 to discuss the Dorchester Arts move, and that a Selection Committee was likely to be programmed for the same evening.

33. **Planning and Environment Committee – 1 December 2014**

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

A councillor asked that changes be made to minute 60, relating to the work of Dorchester Area Community Partnership in regard to cycle lanes in the town. In response to a question regarding cycle lanes on Poundbury the Chairman of the Area Partnership confirmed its intention to focus on Safer Routes to School during 2015.

**Resolved**

That the minutes of the meeting of the Planning and Environment Committee held on 1 December 2014 be adopted.

34. **Planning and Environment Committee – 5 January 2015**

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

In response to a question a member identified that the Slyers Lane wind turbines application appeared to be on track for consideration by the District Council in the late spring.

**Resolved**

That the minutes of the meeting of the Planning and Environment Committee held on 5 January 2015 be adopted.

35. **Management Committee – 13 January 2015**

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 13 January 2015 be adopted.

36. **Mayoral Selection Committee – 20 January 2015**

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

**Resolved**

That the minutes of the meeting of the Mayoral Selection Committee held on 20 January 2015 be adopted.

### 37. **Policy Committee – 20 January 2015**

It was proposed and seconded that the minutes of the meeting be adopted. Councillor G. Jones introduced the recommendation at minute 34, relating to the Budget for 2015/16.

Members debated the budget proposal. An amendment was put to the budget that the precept should remain at the 2015/16 level. This amendment was lost 2 votes to 10. On a vote of 10 to 2 it was

#### **Resolved**

- 1) That Council adopt the Medium Term Financial Strategy and Revenue Budget 2015/16 as laid out in the document to be presented to Council, including:
  - a) The Council Tax Band D charge of £176.50
  - b) The precept at £1,209,555
  - c) A new Service Growth Reserve, with a transfer of £80,000 in 2015/16
  - d) The allocation of specific items totalling £18,000 as identified in the Revenue Budget book, in line with a request made by the Management Committee
  
- 2) That the minutes of the meeting of the Policy Committee held on 20 January 2015 be adopted.

A member raised concerns at the lack of meetings of the Task Group working on the Dorchester Arts relocation to the Municipal Buildings project. The Town Clerk agreed to arrange more dates for the group to meet before 24 February when a Special meeting of Council would consider the issue.

### 38. **Police Matters**

Sergeant Neil Woods of Dorset Police updated the meeting on the latest crime activity for the Dorchester and Sherborne area. Generally crime levels remained static and at low level, with crimes against property falling while there had been an increase in assaults and theft. The priority for the forthcoming period would be on drugs and domestic abuse. Sergeant Woods was also able to announce the appointment of 4 new PCSOs from February.

Responses were provided to questions relating to front desk provision, the police precept, and road traffic accidents.

The Council rose at 8.05 pm.

Mayor

Following the meeting at an open public question time a resident raised a concern about the de-listing of the gateway to HMP Dorchester. The Town Clerk agreed to investigate the issue.

A resident asked the Council to consider whether they could make the next step to becoming a fully accredited living wage employer, focusing on the wages paid by contractors. The Town Clerk agreed to investigate this issue.

A resident asked whether the Town Council would consider filming its meeting and making them available via the internet. Members invited the Town Clerk to look into this.

# Dorchester Town Council

## Meeting of the Dorchester Town Council

24 February 2015

Present: Mayor P. Mann and Councillors V. Allan, K. Armitage, C. Biggs, R. Biggs, A. Canning, S. Hosford, T. James, G. Jones, S. Jones, T. Jones, F. Kent-Ledger, A. Lyall, R. Potter, M. Rennie and D. Roberts

Apologies: Councillors D. Barrett, T. Harries, T. Loakes and D. Taylor

In attendance: Mark Tattersall, Artistic Director of Dorchester Arts

39. **Declarations of Interest**

Councillors V. Allan, S. Hosford and T. James declared non-pecuniary interests as members of Dorchester Arts.

40. **Dorchester Arts and the Municipal Buildings**

The meeting received a presentation from the Town Clerk and Mark Tattersall.

Mark Tattersall introduced Dorchester Arts and their history, finances, personnel, and future aspirations.

The Town Clerk then explained current usage levels at the building, how it would be used differently if Dorchester Arts were to move onto the site, the limited impact on current users, and also the potential to introduce more users from the current Dorchester Arts site at The Grove. He also covered steps being put in place to avoid a breakdown in relationship and the financial implications of a move to the Town Council. Mark Tattersall explained the significance of the bar and how it would be managed. Finally consideration was given to the need for a longer term plan for the building, recognising the development of infrastructure in the town.

Councillors asked questions regarding the Dorchester Arts wage bill, the lease on The Grove, the level of physical change likely within the building, car parking and the level of additional income likely to accrue from the arrangement, and answers were provided.

Members commented on the need to ensure that the primary aim of the building should be to meet the diverse needs of the community, rather than focus primarily on income generation, and recognised that Dorchester Arts and some of its participation events represented a strong fit with that aim. They expressed support for increasing the profile, audience base, and offer of Dorchester Arts, recognising that increased footfall could translate into additional usage by other groups in the long term. They also recognised that the three years occupation period represented an opportunity to give consideration to the long term use of the site, within the context of new community buildings planned for the town.

A concern was raised in relation to appropriate signage. A councillor raised concerns about the financial implications of the move, and clarification was provided. A concern was also raised about being seen to focus on this one aspect of arts provision in the town, and the decline in the use of the building as a wedding ceremony and wedding reception venue. A response was provided on this last point.

Noting the need to ensure that the relationship worked for both parties a councillor asked that financial reports and risk registers were shared regularly, and it was confirmed that this would remain the case.

Being proposed by Councillor R. Potter and seconded by Councillor V. Allan, it was

**Resolved**

That Dorchester Arts be invited to relocate their operational activity to the Municipal Buildings for a period of no less than 3 years, commencing May 2015, on terms to be finalised and fully documented by the Town Clerk in consultation with the Mayor, and the Chairmen of Policy and Management Committees

The Council rose at 8.20 pm.

Mayor



# Dorchester Town Council

## Planning and Environment Committee

2 February 2015

Present: Councillors V. Allan, C. Biggs, R. Biggs, T. Harries, S. Hosford (Chair), F. Kent-Ledger, T. Loakes, M. Rennie, R. Potter and D. Roberts

Apologies: Councillors K. Armitage, S. Jones, T. Jones, P. Mann (Mayor) and D. Taylor

71. **Declarations of Interest**

Councillor Roberts declared a personal interest in planning application WD/D/14/003247 as his partner used these premises. Councillors Kent-Ledger, Rennie and Hosford declared a personal interest in planning application WD/D/15/000024 as trustees of the Municipal Charities.

72. **Minutes**

The Minutes of the meeting of the Committee held on 5 January 2015 were confirmed and signed by the Chairman as a correct record.

73. **Minute Update Report**

**Minute 32/14 (1 September 2014)**

**Dorchester Prison Site**

The Chairman considered that the meeting regarding the development of the former Prison site was a positive step forward. Comment was made about the talk of an application being made to de-list the stone gateway on the site and the Committee Clerk was asked to look into this.

**Minute 66/14 (5 January 2015)**

**Planning Applications**

As the Town Council had still not received a response to the letter sent to the Chief Executive of WDDC on 20 November 2014, the Committee Clerk was asked to send a follow up letter chasing this up.

**Minute 96/14 (28 April 2014)**

**Prohibition of Cycling – Druids Walk, Dorchester**

The Vice Chairman reported that DCC would be starting work on a cycle link between Weymouth Avenue and Castle Park via Minerva Close on 23 February 2015.

**Minute 68/15 (5 January 2015)**

**Planning Applications**

The Committee Clerk reported that planning application WD/D/14/002876 would be considered by WDDC's Development Control on 12 February 2015 and she advised that since the plans had been amended, with the transmission dish being replaced with a pole, WDDC's Conservation Officer had withdrawn their objection to the application.

## **Minute 44/14 (6 October 2014)**

### **Planning Applications**

The Committee Clerk reported that outline planning application WD/D/14/002066 would be considered by WDDC's Development Control on 12 February 2015. Members reiterated their opposition to the application and considered that it was important for a Town Council representative to attend the meeting to express their views. The Chairman or Councillor Allen agreed to attend the meeting. There was discussion about possible S106 contributions this development could generate.

### **Resolved**

- i) That the Minute Update Report be noted.

As a member of West Dorset District Council's Development Control Committee, Councillor Potter did not participate in the following agenda item.

#### **74. Planning Applications**

Councillor Loakes lived in a property adjoining the site of WD/D/14/003091 and having taken advice from WDDC's Monitoring Office, to avoid any appearance of bias she addressed the Committee as a member of the public and then left the meeting for the consideration of this application only which was taken as the first item.

Councillor Loakes raised number of concerns about WD/D/14/003091 and particularly commented on the negative impact on the Mill Stream, the change of character of the area, parking problems and limitations in the road, overdevelopment of the site and the impact on the Conservation Area.

Several local residents addressed the Committee about WD/D/14/003091, supporting the comments made by Councillor Loakes and also raising their concerns about the impact of pile driving on local wildlife, access for emergency vehicles, limited parking in the road, increased traffic causing safety concerns, accessibility of the proposed parking spaces, impact on neighbours amenity and overlooking.

The Committee considered the planning applications referred to the Council for comment by West Dorset District Council and it was

### **Resolved**

That West Dorset District Council be notified of the comments agreed on the various planning applications as set out at Appendix 1 to these minutes.

Councillor R Potter rejoined the meeting.

#### **73. Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note.

Chairman

**Dorchester Town Council****Planning applications considered by the Planning and Environment Committee on 2 February 2015**

1. **UNIT 1-2a, GREEN SQUARE, GROVE TRADING ESTATE, DORCHESTER, DT1 1ST  
WD/D/14/003049**  
Raise roof and change from a lean-to style to an apex style. Installation of new roof supports and re clad building. Demolish and reconstruct front wall.  
No objection
2. **35 MONMOUTH ROAD, DORCHESTER, DT1 2DE  
WD/D/14/003030**  
Two storey built up over single storey extension  
No objection
3. **70 MAIDEN CASTLE ROAD, DORCHESTER, DT1 2ES  
WD/D/14/002988**  
Replacement garage and single storey rear extension  
No objection however the Committee requested that, if the application was approved, a planning condition be added to the effect that: the development permitted shall not be occupied at any time other than for purposes which form an integral part of the planning unit known as 70 Maiden Castle Road as indicated as being within the red line on the approved plan.
4. **30 SHASTON CRESCENT, DORCHESTER, DT1 2EB  
WD/D/14/003073**  
First floor extension  
No objection
5. **59 MANOR ROAD, DORCHESTER, DT1 2AZ  
WD/D/14/003132**  
Erect integral double garage  
No objection
6. **4 HIGH EAST STREET, DORCHESTER, DT1 1HS  
WD/D/14/003251 Listed Building Consent**  
Remove an existing vacant derelict former external WC. Create a new semi-ambulant WC with internal access  
Conservation Area and Grade II Listed Building  
No objection
7. **3-4 HOLLOWAY ROAD, DORCHESTER, DT1 1LF  
WD/D/14/003091**  
Demolish the existing single storey buildings and build 3no. new three bedroom, two storey dwellings

## Conservation Area

Recommend refusal. The Committee heard from a number of local residents and Members had a number of concerns about the development:

- It would not preserve or enhance the Conservation Area
- It would have a negative impact on the street scene by creating a corridor effect in the street and a reduction in natural light
- Local distinctiveness would be unacceptably compromised
- The positioning of the buildings does not respect the relationship with the adjoining Mill Stream
- It would not be in harmony with the area as a whole
- It would have a significant adverse impact on the amenity of neighbouring residential properties through loss of privacy both in Holloway Road and to the north. The mass of the development would also be overbearing to neighbouring residents.
- It would generate a level of activity (increased traffic and subsequent compromising of existing parking provision) that detracts significantly from the amenity and quiet enjoyment of residential properties.
- It would erode the integrity of the adjoining Mill Stream (particularly during the construction phase due to disruption from piling), which is designated as a Green Corridor and was part of the Dorchester Mill Stream Enhancement Scheme through the Dorset Wildlife Trust. As such, this area was considered to be an important and rare habitat for wildlife, including water voles (designated as a rare species).
- Para 3.3.27 of the Adopted Local Plan states that 'The District Council will consult English Nature on planning applications wherever it is aware that a protected species may be present' but English Nature are not listed on DorsetForYou as a consultee for this application.
- It does not safeguard the land around the Mill Stream which is land of nature conservation interest.

Therefore the development would be contrary to Policies SA12, SA21, DA1, DA2, DA3, DA5, DA6, SA7 and SA11 of the Adopted Local Plan and Sections 7, 11 and 12 of the National Planning Policy Framework.

**8. THE SALVATION ARMY, DURNGATE STREET, DORCHESTER, DT1 1NA  
WD/D/14/003247**

Change of use to gym and health club  
Conservation Area and Grade II Listed Building  
No objection

**9. 2 CLARENCE ROAD, DORCHESTER, DT1 2HZ  
WD/D/15/000022**

Infill extension & altering roof to form living accommodation to first floor, new porch

Recommend refusal. Having regard to its overall density and resulting prominence within the street scene at the corner junction of Coburg Road and Clarence Road, the development will be detrimental to the character of the area and the street scene.

This development would be contrary to the objectives of Policies DA5 and DA7 of the WDDC Local Plan (2006) and Section 7 of the National Planning Policy Framework.

10. **9 FORDINGTON GREEN, DORCHESTER, DT1 1LU**  
**WD/D/14/003300 + WD/D/14/003301**  
Demolish sub-standard rear additions and erect extension. Install ensuite shower-room and cloakroom  
Conservation Area and Grade II Listed Building  
No objection
  
11. **40 LONDON ROAD, DORCHESTER, DT1 1NE**  
**WD/D/15/000038**  
Replace a rear conservatory with a single storey, dual pitched rear extension  
No objection
  
12. **4 LADOCK COURT, POUNDBURY, DORCHESTER, DT1 3AX**  
**WD/D/15/000047**  
Two storey side and rear extension  
Recommend refusal: The Committee considered that the development, by reason of its scale and position, would be contrary to the character of the area and would have a negative impact on the street scene. Also it appeared to go against the inherent principles of the original design concepts detailed in the Poundbury Development Brief. As such the development would be contrary to Policies DA5 and DA7 of the Adopted Local Plan and Section 7 of the National Planning Policy Framework.  
The comment was made that the boundary of the property shown on plan 1356-01 did not accord with the boundary shown on plan 1356-05C.
  
13. **42 BUCKINGHAM WAY, DORCHESTER, DT1 2BP**  
**WD/D/15/000130**  
Erect single storey extension  
Recommend refusal. This development, by reason of its scale and position, would appear unduly dominant and prominent when viewed from the east, detracting from the character of the area and being visually detrimental to the street scene. It would appear to be a change to the design concept of the original estate development. As such the development would be contrary to Policies DA5 and DA7 of the Adopted Local Plan and Section 7 of the National Planning Policy Framework.
  
14. **DAMERS FIRST SCHOOL, LISCOMBE STREET, POUNDBURY, DORCHESTER**  
**WD/D/15/000123**  
Section 73 application for variation to condition 3 and removal of condition 10 of planning permission WD/D/14/001915 (New Build First School).  
No objection
  
15. **Plots 221A and 221B with associated bin store, Land North of Damers School, Gallows Down Lane, Poundbury, Dorset**

- WD/D/15/000073**  
Erection of a single dwelling, resubmission of FOG 221 (Sector 3.32) and associated bin store  
No objection
16. **5 SOUTH STREET, DORCHESTER, DT1 1BL**  
**WD/D/15/000032 + WD/D/15/000051**  
Retain and re-paint existing aluminium shop front Vision Express brown/black pantone 440. Replace existing green tiles on shop front and stall risers with new off white/cream tiles.  
Conservation Area  
Recommend refusal: The application is contrary to the Town Council's policy on internally illuminated shop signage.
17. **8 FORDINGTON DAIRY, ATHELSTAN ROAD, DORCHESTER, DT1 1FD**  
**WD/D/14/002842 Listed Building Consent**  
Repair/replacement of decayed or rotten fabric (mainly wood)  
Conservation Area and Grade II Listed Building  
No objection
18. **10 WHETSTONES, WEST WALKS, DORCHESTER, DT1 1AW**  
**WD/D/15/000024**  
Alterations to bedsit flat to convert to use as common room  
Conservation Area  
No objection

# Dorchester Town Council

## Planning and Environment Committee

2 March 2015

Present: Councillors V. Allan, K. Armitage, R. Biggs, T. Harries, S. Jones, F. Kent-Ledger, T. Loakes, M. Rennie, R. Potter and D. Roberts

Apologies: Councillors C. Biggs, A. Canning, S. Hosford (Chair), T. Jones, P. Mann (Mayor) and D. Taylor

Also present: Councillor A. Lyall, who declared an interest in planning application WD/D/14/002449 as he lived in a neighbouring property.

In the absence of the Chairman, the Vice Chairman, Councillor R. Biggs, took the chair for the meeting.

76. **Minutes**

The Minutes of the meeting of the Committee held on 2 February 2015 were confirmed and signed by the Chairman as a correct record.

77. **Minute Update Report**

**i) Minute 66/14  
Planning Applications**

As no response had been received from the Chief Executive of WDDC or the Secretary of State for Communities and Local Government to the letters sent regarding affordable housing and infrastructure contributions, the Committee Clerk was asked to chase these up.

**ii) Minute 73/14  
Car Parking**

The Committee noted the response from WDDC. Members were disappointed that it appeared that only a small group of Town Councillors would be involved in a future meeting with the District Council as the Committee had previously invited District Council officers to address the whole Committee on parking issues. As there were newly appointed District Council officers with these responsibilities, the Committee requested that they be invited to attend future Committee meetings to provide updates at the appropriate times.

**Resolved**

That WDDC parking officers be invited, again, to attend future DTC Planning and Environment Committee meetings to provide updates at the appropriate times.

**iii) Minute 73/14**

**Dorchester Prison Site**

The Committee Clerk reported that she had written to English Heritage requesting information about a possible application to de-list the stone gateway in the former prison site and she was asked to chase this up.

**iv) Minute 73/14**

**Prohibition of Cycling – Druid’s Walk, Dorchester**

The Chairman reported that following the receipt of representations to the scheme, DCC had suspended it at present. Committee members expressed their thanks to the Chairman, in his capacity as a Dorchester County Councillor, for all the input he had put into this scheme and for raising its profile.

**v) Minute 73/14**

**WD/D/14/002066 The Great Field**

The Committee Clerk was thanked for the comprehensive representation submitted, on the Town Council’s behalf, to this application.

**Resolved**

That the Minute Update Report be noted.

As members of West Dorset District Council’s Development Control Committee, Councillors S. Jones and Potter did not participate in the following agenda item.

**78. Planning Applications**

Councillor Lyall and Mr Bell of No 5 Little Britain addressed the Committee outlining their continuing concerns regarding planning application WD/D/14/002449, 11A St Georges Road, despite the revisions proposed by the developer. Mr Bell circulated photographs of the site.

The Committee considered the planning applications referred to the Council for comment by West Dorset District Council and it was

**Resolved**

That West Dorset District Council be notified of the comments agreed on the various planning applications as set out at Appendix 1 to these minutes.

Councillor S. Jones rejoined the meeting and took part in the following agenda item, stating that she would not take part in debating this issue if it was considered by WDDC’s Development Control Committee.

**79. Planning Application 1/D/11/000842 The White Hart**

The Chairman read out planning condition 19. of the above planning application and summarised the proposal by the developer to vary this condition as detailed in their letter.

Members were resolute that the White Hart statue should be restored and relocated



within the development, as per planning condition 19. The planning authority had added this condition with the full knowledge of the plan layout for the site and the developer would have been well aware of this condition when they purchased the site. They considered that it would not be appropriate for the statue to be displayed anywhere else in the Town as it was intrinsically linked to the site and local residents had an expectation that this is where it would be placed.

A suggestion was made that the White Hart statue could be placed on a plinth incorporated into the boundary wall at the south west corner of the site in the area of the BT box/post box.

**Resolved**

That the developer of the White Hart site be advised of the Town Council's view on their proposal to vary planning condition 19. of 1/D/11/000842.

**80. Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note.

Chairman

**Dorchester Town Council****Planning applications considered by the Planning and Environment Committee on 2 March 2015**

1. **4 STANDFAST WALK, DORCHESTER, DT1 2TW**  
**WD/D/14/003104**  
Installation of bedroom window to gable end wall  
No objection
2. **15 ORCHARD STREET, DORCHESTER, DT1 1JH**  
**WD/D/15/000172**  
Replacement single storey rear extension  
Conservation Area  
No objection
3. **GLYDE PATH HOUSE, 36-41 GLYDE PATH ROAD, DORCHESTER, DT1 1XB**  
**WD/D/14/003320**  
Alterations to 4 windows on ground floor south elevation Alterations to 2 ground floor windows on North elevation Alteration of one window and change window to door on East elevation Removal of 2 windows and alteration of 1 window and change window to a door on West elevation  
Conservation Area and Grade II Listed Building  
No objection
4. **DOUGLAS JACKMAN HOUSE, 1 WEYMOUTH AVENUE, DORCHESTER, DT1 1QR**  
**WD/D/15/000194**  
Change of use from nursing home to two dwellings with variation of condition 1 of planning approval WD/D/14/002707 to include amended plans that show retention of single storey ground floor extension and changes to ground floor fenestration  
Conservation Area  
No objection
5. **1 CLARENCE ROAD, DORCHESTER, DT1 2HZ**  
**WD/D/15/000179**  
Demolish existing lean - to roofed garage and store. Erect single storey side extension forming replacement garage and enlarging existing kitchen. Internal alterations. Remove existing velux roof light and erect dormer window to south elevation.  
No objection
6. **MOULE HOUSE, TRINITY STREET, DORCHESTER, DT1 1TT**  
**WD/D/15/000229 Listed Building Consent**  
**Conservation Area and Grade II\* Listed Building**  
New flat roof structure to the upper terrace to rear of Moule House  
No objection

7. **PLOTS 58-62, SECTOR 3.22, 3.23 & 3.24 NORTH EAST QUADRANT, PEVERELL AVENUE EAST, POUNDBURY**  
**WD/D/15/000265**  
Erection of 15No. flats  
No objection
8. **57 MELLSTOCK AVENUE, DORCHESTER, DT1 2BG**  
**WD/D/15/000314**  
Extension & alterations  
No objection
9. **11A ST GEORGES ROAD, DORCHESTER, DT1 1PA**  
**WD/D/14/002449**  
Redevelop site by erection of 3 no. dwellings (Amended Plan)  
Recommend refusal. The Committee did not consider that the two fairly minor revisions proposed materially changed the development nor did they address the concerns they had previously raised. Therefore they reiterated their previous comments:-  
The two storey dwellings would be considerably higher than the boundary wall and existing out-buildings. The difference in height and the substantial length of proposed terrace would materially alter the outlook from adjoining gardens as well as the amount of sunlight reaching some areas. No 5 The Barn, Little Britain, which is the closest to the boundary and whose garden is at a lower level than the site, would be particularly adversely affected. The number of upstairs windows on the rear elevation of the units would allow overlooking views into the rear garden of 13 St George's Road. The proposal would materially reduce several neighbours' current level of amenity. It would be unduly dominant and overbearing, and could result in overlooking of adjoining gardens which have previously enjoyed privacy along their boundaries. For these reasons, it would be contrary to West Dorset District Local Plan (2006) policy DA6.  
Additionally, Members were concerned that having seen photographs of the site, the revised plans did not accurately reflect the relationship the development would have with neighbouring properties or the impact the development would have on them. The Committee made a request that if this application was considered by WDDC's Development Control Committee, it should undertake a site visit to more fully understand the details of the development proposal in the context of the application site and the surrounding land and buildings as these were not apparent from the plans.  
Also, concerns were raised about the stability of the site and the existing boundary walls and the impact lowering the finished floor level by 1 metre would have on these.
10. **66 CASTERBRIDGE ROAD, DORCHESTER, DT1 2AG**  
**WD/D/15/000178**  
Two storey extension to front of house forming extended bedroom & porch to ground floor and bedroom to first floor. Internal alterations  
No objection

# Dorchester Town Council

## Management Committee

10 March 2015

**Present:** Mayor P. Mann and Councillors S. Jones, F. Kent-Ledger, T. Loakes, A. Lyall, R. Potter (Chairman) and M. Rennie.

In attendance

Rev. Dr. John Travell.

**Apologies:** Councillors K. Armitage, D. Barrett, C. Biggs, S. Hosford, T. James and D. Taylor.

50. **Minutes**

The Minutes of the Meeting of the Committee held on 13 January 2015, adopted by Council on 27 January 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

51. **Community Activities Panel**

The Committee considered the minutes of the Community Activities Panel held on 26 February 2015. Members requested that the draft list of summer events be re-circulated to Members prior to full Council.

**Resolved**

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

52. **Proposed Memorial 2nd Battalion Dorset Regiment**

The Committee considered correspondence from local resident Rev. Dr. John Travell in respect of a proposal for the words of the Kohima Epitaph to be placed on a memorial to the 2nd Battalion Dorset Regiment. The memorial to be located in a suitable place in the town. Rev. Dr. Travell addressed the Committee in support of his proposal and responded to Members questions. It was noted that The Keep Military Museum had agreed that it would not authorise any additional monuments at the front of the Museum. Members supported the proposal for a memorial and discussed possible locations and agreed that the front of County Hall would be a most suitable one.

**Resolved**

That Dorset County Council be requested to consider locating the proposed memorial stone at the front of County Hall.

53. **Management Arrangements**

The Committee considered the schedule of work for the Outdoor Services Team. It was reported that there was now a number of young children using Syward Close play area and it would be beneficial to install a piece of play equipment for that age group when resources allowed. It was noted that a metal stump needed removing from the river walk and that consideration should be given to planting some trees at Sandringham Sports Ground at a suitable distance from neighbouring properties.

**Resolved**

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

54. **Borough Gardens Bowling Green and Grass Free Lawn**

The Committee considered a report by the Deputy Town Clerk which updated it on the proposals for the Borough Gardens bowling green. Members noted the progress with the grass free lawn, that it would not be practicable to relocate the outside gym equipment and that the outcome of the sports pitch and cultural facilities audit was anticipated around September 2015.

Members felt that if there was to be no significant change in use of the bowling green this summer it would be advantageous to consult the public about their aspirations for the area, the feedback from the consultation could then be used to inform future use alongside the outcome of the sports pitch and cultural facilities audit.

**Resolved**

- (1) That the report be noted.
- (2) That, over the summer, the public be consulted on what they would like to see happen to the bowling green area.
- (3) That a report be presented to the next meeting of the Committee on a process for the consultation to include a timetable and the process to be used for sifting the ideas received.

55. **Borough Gardens Notice Boards**

The Committee had before it a report by the Compliance Manager which updated Members of the feedback received from the last Green Flag inspection which had recommended that the two existing notice boards in the Gardens be replaced and relocated to more prominent and accessible positions and that an additional notice board be provided.

Members agreed with the feedback and proposed three new mid-priced notice boards be located in the areas suggested in the report. It was also suggested that a local company might be able to produce notice boards at a reasonable cost.

In discussing this matter it was noted that the information panels about the sundial, which were previously set into the ground, were no longer there and Members requested that they be replaced.

**Resolved**

That a sum of money be set aside in special items in the 2016-17 budget for the purchase of three new notice boards unless savings in the 2014-15 or 2015-16 financial year can be identified to fund the notice boards.

**56. Electronic Cigarettes in Council Owned Buildings**

Members considered a report by the Deputy Town Clerk which proposed that the Council's no smoking policy was extended to include electronic cigarettes.

**Recommended**

That the Council's no smoking policy be extended to prohibit the use of electronic cigarettes within all of its buildings and vehicles and that the Council's conditions of hire be amended accordingly and new signage be purchased.

**57. Cemetery Matters**

(a) **Exclusive Right of Burial**

The Committee had before it a report which detailed the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee.

**Resolved**

That the report on the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee be noted.

(b) **Interments and Burial of Ashes**

Members considered a report which listed the dates and times of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery since the last meeting of the Committee.

### **Resolved**

That the report listing the dates and times of interments and burials of ashes together with South Chapel usage since the last meeting of the Committee be noted.

#### (c) **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 4063 to 4071 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

#### (d) **Additional Ashes Pit Poundbury Cemetery**

Members considered a report from the Deputy Town Clerk which proposed an additional facility for the strewing of ashes at Poundbury Cemetery. It was noted that the proposal had the support of local funeral directors who had requested the extra facility at the last liaison meeting with them. The Committee expressed concern about the proposed location, the effect on the sale of kerbstone plaques and future maintenance.

### **Resolved**

That the matter be referred to the Property Management and Maintenance Panel for detailed consideration.

#### (e) **Electronic Database and Grave Mapping**

The Committee considered a report by the Deputy Town Clerk on the proposals for an electronic burial database and grave mapping system for which £15,000 funding had been allocated in the 2015-16 budget. Three specialist suppliers had been asked to provide quotations for the work and the report set out the detail of the responses. It was reported that the Dorset History Centre might be able to undertake the transcribing element of the project which could make savings on the overall project cost. Members also noted the added benefits of the digitised mapping system to other areas of the Council's work and also the need to buy in a resource to project manage the implementation, funding for which will be met from within the Council's existing salaries budget.

### **Resolved**

(1) That a contract be let for the electronic burial database and grave mapping as proposed in the report subject to discussion with the

Dorset History Centre in respect of the transcribing element of the work.

- (2) That a resource, funded from within the existing salaries budget, be bought in to implement the project.

#### 58. **Letting Venues – Monitoring Reports**

The Committee received the monitoring reports for the Weymouth Avenue Pavilion, Borough Gardens Community Room and the Municipal Buildings which included additional detail regarding forthcoming projects, scheduled maintenance and urgent repairs. Members were informed that the Corn Exchange clock was to be stopped for a period of two weeks whilst the cathodic protection system was fitted to the inside of the clock tower.

Members felt that it was important to closely monitor activity once Dorchester Arts had relocated to the buildings. It was felt that this would be a good time to review the format of the monitoring report and to include the number of bookings that could not be accommodated. The Committee stressed the importance of Dorchester Arts releasing dates speedily.

It was noted that the Town Hall was no longer going to be painted as the cost was prohibitive. Members felt that quotes should be obtained to undertake the work in order that financial provision could be made to undertake the project in the future.

Members also noted that a wedding fair had been organised for four hours on a Saturday and that these events were usually held on a Sunday. The event had attracted thirty suppliers and had been at no direct cost to the Council. It was hoped to hold another event on a Sunday in the future.

#### **Resolved**

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

#### 59. **Paid Invoices**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1 January 2015 and 28 February 2015 totalling £76,884.45 (net) together with direct debits for the same period totalling £75,048.98 (net).

#### **Resolved**

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



60. **Information Reports**

The Committee received the Minutes of the Dorchester Youth and Community Centre Management Committee held on 2 October 2014. It was reported that the Committee was having difficulty with its membership but that a recent meeting had been encouraging.

**Resolved**

That the Minutes of the Dorchester Youth and Community Centre Management Committee held on 2 October 2014 be noted.

Chairman

## **Dorchester Town Council**

### **Community Activities Panel**

**26 February 2015**

**Present:** Mayor P. Mann and Councillors E.S Jones and M. Rennie (Chairman).

**Apologies:** Councillors T.C.N. Harries, S.C. Hosford and F.E. Kent – Ledger.

#### **11. WW1 Commemorations**

##### **(i) 2015 Events**

The Chairman of the Panel informed Members that the Chairman of West Dorset District Council would be hosting a 'Fly a Flag for the Commonwealth' event followed by a Single Commemorative Act marking the centenary of World War One at South Walks House on Monday, 9 March.

The Panel was unaware of any other events planned for 2015 at present but noted that money had been allocated in the budget should any events be brought to the Panel's attention.

The Deputy Town Clerk reported that over £3000 had been raised for Military charities at the Dorchester Town Football Club WW1 Commemorative football match, held in December 2014 which had been supported by the Council.

##### **(ii) WW1 Commemorative Art**

The Panel felt that it would be appropriate to commission a piece of work to commemorate the end of World War 1 and to promote peace within Europe. The Panel felt that the timescale to create a suitable piece of art in time for 2018 should be taken into consideration. It was reported that the Town Clerk had arranged a meeting with a local sculptor and would report his findings at a later Community Activities Panel meeting. Members noted that such a project may need to follow a process of tendering. The Panel requested that any funds not spent from the WW1 Commemorative Events 2015/16 budget be reserved for the project.

#### **Recommended**

(1) That a piece of art to commemorate the end of WW1 and to promote peace within Europe should be commissioned.

(2) That any funds not spent from the WW1 Commemorative Events 2015/16 budget be reserved for the project.

12. **Borough Gardens Events Programme 2015**

Members received the proposed Borough Gardens Events Programme 2015 and were pleased that there would be an event held in the Borough Gardens that would be free for members of the public to attend on most weekends throughout Summer 2015. Members agreed that bands should be booked by the Council for the three weekends that remained available. It was reported that the infrastructure for the Maumbury Rings Music Day event was in place and that acts needed to be booked. Members agreed that two appropriate members of staff should be in attendance throughout the event.

13. **Paving Stone in Lübbecke**

The Mayor informed the Panel that a paving stone engraved with the words 'Though a good deal is too strange to be believed, nothing is too strange to have happened. Thomas Hardy, Dorchester' would be laid in Lübbecke Town Centre and had been commissioned with funds from the Mayoral budget.

14. **The Eddison Steam Roller 50th Anniversary Event and Information Board**

The Deputy Town Clerk outlined to the Panel plans for an event in Summer 2015 to commemorate the 50th anniversary of the gifting of the Eddison Steam Roller in Kings Road Play area. Members noted that plans were underway for an information board to be installed about the Steam Roller. The Deputy Town Clerk reported that he had been in talks with a local company that had a working model of the exact same Steam Roller and that they would be interested in taking part in the celebrations.

Members suggested that it would be nice to include a steam fair and involve any local Model Steam Engine Enthusiasts.

**Resolved**

That the Deputy Town Clerk would continue to make arrangements for an anniversary event and would contact local Steam Enthusiasts.

15. **Financial Assistance Applications**

The Panel considered grant applications which had been received.

**Recommended**

(1) That the application from Life Education Wessex be not approved.

(2) That the application from Women's Action Network Dorset be approved and the sum of £150 be awarded.

(3) That the application from Dorchester Men's Shed be not approved immediately but that the application would be reconsidered upon receipt of a business plan and further information about the membership policy.

(4) That the application from Dorchester Carnival Committee for the sponsorship of £150 be approved.

(As part of the sponsorship package offered by the Carnival Committee, sponsors are offered the opportunity to be entered into a draw for the chance to be named as the main sponsor of the Carnival, Members felt that it would be inappropriate for the Council to be entered into the draw.)

## **Dorchester Town Council**

### **Mayoral Selection Committee**

**17 March 2015**

**Present:** Councillors R. Biggs, T. Harries, S. Jones (Chairman), T. Jones, and M. Rennie

**Apologies:** Councillors T. James and S. Hosford

#### **7. Minutes**

The Minutes of the Meeting of the Committee held on 20 January 2015, adopted by Council on 27 January 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

#### **8. 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 representatives of the press be excluded from this meeting during their discussion.

#### **9. Selection of Town Mayor – 2015-16**

The Deputy Mayor reported on the outcome of the discussions referred to at Minute 3.

##### **Recommended**

That the Members now named be invited to fill the Offices of Town Mayor and Deputy Town Mayor of Dorchester during the 2015-16 Council Year.

Chairman

# Dorchester Town Council

## Policy Committee

17 March 2015

**Present:** Councillors V. Allan, R. Biggs, A. Canning, T. Harries, G. Jones, T. Jones (Chairman) and D. Roberts.

**Apologies:** Mayor P. Mann

**In attendance:** Councillors R. Potter and M. Rennie

### 39. Minutes

The Minutes of the Meeting of the Committee held on 20 January 2015, adopted by Council on 27 January 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

### 40. Finance & Performance Report

The Financial Controller presented a report covering the 11 months to 28 February 2015, identifying an underspend to date of £81,000 against the budget, leading to a likely underspend at the year end of £85 - £90,000.

It was noted that a loan of £30,000 had been made to Dorset County Museum on the terms approved in minute 11. The Committee also received Internal Audit recommendations up to 28 February 2015 and an update on investigations into the appointment of Treasury advisors. The Committee also received a tabled list of petty cash payments made during the period April – October 2014.

The Committee received additional audit recommendations relating to the final phase of internal audit work conducted in March 2015. Members of the Committee were invited to raise any questions relating to these recommendations at the Council meeting.

### Resolved

- a) That £145,000 is transferred from the Lloyds Bank Account to the National Savings and Investment Account
- b) That the corporate Bad Debt provision is adjusted to provide 100% cover for all invoices over 30 days at 31 March 2015
- c) That the management response to the interim audit report is noted
- d) That the steps taken to date towards engaging a Treasury advisor are noted
- e) That the petty cash transactions list be approved and signed accordingly.

41. **Refurbishing the Town Walks**

The Town Clerk reported the outcome of the survey work carried out by Dorset County Council to identify the cost of refurbishing the Walks as a precursor to having them adopted, and explained the options available to the Town Council.

Members discussed the options available. A Member raised a particular concern regarding flooding in the South Walks Road area, which the Town Clerk agreed to investigate.

**Resolved**

That further discussions take place with Dorset County Council Highways Team to better understand the options available to the Town Council, including an assessment of the likelihood of external funding, with a report to be presented to the next meeting of the Committee

42. **Opportunities to provide Apprenticeships**

The Town Clerk updated the Committee regarding discussions with West Dorset District Council on the potential to provide new apprenticeship opportunities to the community sector in Dorchester.

He identified a revised proposal that the Town Council and four community organisations could provide six placements covering a range of employment opportunities, identifying that the Town Council's share of the cost could be met from existing salary budgets. As part of the arrangement Dorchester Town Council would offer four grants of £1,500 each to Dorchester Arts, Dorset County Museum, Dorchester CAB and Age UK Dorset to assist them to provide an apprentice.

**Resolved**

That the Council provides four grants of £1,500 each to community organisations, to employ an apprentice In 2015/16, noting that this may qualify as s137 expenditure.

43. **Empty Residential Properties in Dorchester**

In support of a target in the Corporate Plan the Town Clerk provided information on the steps taken by West Dorset District Council to return empty properties into residential use. A specific concern was raised regarding a property that had been empty for a long period in Fordington. The Committee noted the overall approach taken and the outcomes achieved to date.

44. **Dorchester Markets Joint Informal Panel – 28 January 2015**

The minutes of the meeting were received and noted.

45. **Arrangements for the new Council**

The Committee received a report covering the calendar for 2015/16 meetings, and proposals for induction and training of Councillors.

In response to questions the Town Clerk confirmed that the Member Information Pack would be refreshed and made available on line, and that the Democracy workshop would incorporate training relating to diversity and equalities, and developing relationships with partners.

Members considered the draft calendar of meetings and agreed to bring forward the July meeting of Policy Committee to June to avoid a four month gap between Committee meetings.

**Recommended**

That the revised draft Calendar of Meetings for 2015/16 be adopted

46. **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 representatives of the press be excluded from this meeting during their discussion.

47. **Outstanding Debts over 30 days**

The Financial Controller updated the Committee on all debts outstanding for longer than 30 days, outlined a debt to be written off and the latest position regarding an outstanding debt relating to the Bar Franchise. In answer to a question he explained the current action being taken to recover a debt relating to a wayleave.

**Resolved**

That a debt of £142 be written off.

48. **Revisions to the Fairfield Market agreement**

The Town Clerk outlined the final heads of terms for the revised Market agreement. Members discussed the terms, and noted the impact that increased trading might have on parking income at Lower Fairfield.

**Resolved**

That the revised Heads of Terms for Fairfield Market be approved

Chairman



**REVISED DRAFT CALENDAR OF MEETINGS – 2015-16**

	2015								2016				
	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL, MAYOR MAKING AND ANNUAL TOWN MEETING	18 MM 19		21		29		24		26		29 ATM		23 MM 24
POLICY & MAYORAL SELECTION		23			22		17		19 MS		22 MS		17
MANAGEMENT	5	16			15		10		12		15		10
PLANNING AND ENVIRONMENT		1 29		3	7	5	2 30		4	1	7	4	<i>Tue</i> 3
MARKETS JOINT PANEL		17							TBC (2.15pm)				
<i>BANK HOLIDAYS</i>	<i>4, 25</i>			<i>31</i>				<i>25,28</i>	<i>1</i>		<i>25,28</i>		<i>2,30</i>

MM Mayor Making      ATM Annual Town Meeting      MS Mayoral Selection Committee      TBC Date to be confirmed