



Dorchester Town Council

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You are summoned to a Meeting of the Dorchester Town Council in the **Council Chamber, Municipal Buildings, Dorchester** on **Tuesday 21 July** at **7.00pm**, to conduct the following business: -

1. **Apologies**

2. **Minutes**

To read, confirm and sign the Minutes of the meetings of the Annual Meeting of Council of 18 May 2015 (Page 2) and the Adjourned Annual Meeting of 19 May 2015 (Page 4).

3. **Communications and Questions**

- a) To receive communications from the Mayor
- b) To receive a communication received by the Town Clerk from a local group prior to the consultation exercise to be carried out by the Dorset Clinical Commissioning Group in relation to future health service provision (Page 7)
- 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 & Environment Committee	1 June 2015	Page 8
Management Committee	16 June 2015	Page 14
Policy Committee	23 June 2015	Page 20
Planning & Environment Committee	29 June 2015	Page 23

5. **Appointments to Outside Bodies**

To receive the report of the Town Clerk (Page 28).

6. **Council Governance Review**

To receive the report of the Town Clerk (Page 30 plus attachment)

Town Clerk 15 July 2015

A Democratic Half Hour, which offers an opportunity for members of the public to address the Council, will commence at the conclusion of the Council meeting.

Dorchester Town Council

Annual Meeting of Dorchester Town Council

18 May 2015

Present: Retiring Mayor P. Mann and Councillors B. Armstrong-Marshall, C. Biggs, R. Biggs, A. Canning, A. Chisholm, T. Harries, J. Hewitt, S. Hosford, S. Jones, T. Jones, F. Kent-Ledger, T. Loakes, R. Potter, M. Rennie, K. Rice, P. Stein and D. Taylor.

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

Apologies: Councillors G. Duke, G. Jones and A. Lyall.

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

It was proposed by Councillor S. Hosford, seconded by Councillor M. Rennie and

Resolved

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

Councillor Potter, having accepted the Office of Town Mayor and made the Declaration of Acceptance of Office, took the Chair and thanked the Council on behalf of himself and the Mayoress, Mrs Val Potter, for the honour conferred upon them.

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

It was proposed by Councillor T. Harries, seconded by Councillor A. Canning and

Resolved

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

3. Vote of thanks to the retiring Town Mayor

It was proposed by Councillor T. Jones, seconded by Councillor R. Biggs and

Resolved

That the thanks of the Council be given to Peter Mann for the enthusiastic, efficient, dignified and courteous manner in which he has carried out the duties of Town Mayor during the past year.

Mr. Peter Mann was presented with a Past Mayor Badge by the Mayor, and Mrs Sheila Mann was presented with a Past Mayoress Badge.

Mr Peter. Mann addressed the meeting.

4. **Adjournment of Meeting**

The Council gave consideration to adjourning the meeting.

Resolved

That the Meeting stand adjourned until 7.00pm on Tuesday 19 May 2015.

The Council rose at 7.50 pm.

Mayor

Dorchester Town Council

Adjourned Annual Meeting of the Dorchester Town Council

19 May 2015

Present: Mayor R. Potter and Councillors B. Armstrong-Marshall, C. Biggs, R. Biggs, A. Canning, A. Chisholm, T. Harries, J. Hewitt, S. Hosford, S. Jones, T. Jones, F. Kent-Ledger, T. Loakes, M. Rennie, K. Rice and D. Taylor.

Apologies: Councillors G. Duke, G. Jones, A. Lyall and P. Stein.

5. **Minutes**

The minutes of the meeting of the Council held on 24 March 2015 were confirmed and signed by the Mayor as a correct record.

6. **Communications & Questions**

The Mayor welcomed new and returning Members to the meeting.

The Town Clerk reminded Members of the Committee meetings to be held in June. He also confirmed that he would circulate election results and the new Member seniority list, and the rules regarding Member questions at Council.

The Town Clerk identified an urgent communication from a Councillor regarding support for the Carnival Junk Band. It was

Resolved

That the sum of £400 be reserved from the Events and Sponsorship budget to fund clothing costs associated with the Junk Band.

The Town Clerk identified that no questions had been received in accordance with Standing Order 12(3).

Dr Jon Murden of Dorset County Museum joined the meeting and announced that the Museum had secured £10.4M from the Heritage Lottery Fund towards improvement of display, storage and research facilities, including the renovation of Reverend John White's house in Colliton Street. Dr Murden thanked the Town Council for their support, including loan assistance, but also identified that the Museum still needs to raise £3.2M of match funding and would now focus on this as a priority. Members congratulated Dr Murden on the outcome of the bid.

7. **Planning and Environment Committee – 30 March 2015**

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

A Member sought and received clarification on the latest position regarding an application for the Charles Street site.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 30 March 2015 be adopted.

8. Planning and Environment Committee – 27 April 2015

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

Questions were asked, and answers provided, regarding progress in relation to town centre parking and the siting of the Vodafone mast.

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 27 April 2015 be adopted.

9. Selection Committee – 19 May 2015

It was proposed, seconded and

Resolved

(1) That, for the 2015-16 Council year, Committee membership should be as laid out in the Minutes.

(2) That the minutes of the meeting of the Selection Committee held on 19 May 2015 be adopted.

10. Appointment of Chairmen and Vice Chairmen of Committees

In accordance with Standing Order 39 Members considered the appointment of Chairmen and Vice-Chairmen to Committees.

Resolved

(1) That Councillor A. Canning be appointed Chairman and Councillor C. Biggs be appointed Vice-Chairman of the Management Committee.

(2) That Councillor S. Hosford be appointed Chairman and Councillor R. Biggs be appointed Vice-Chairman of the Planning and Environment Committee.

(3) That Councillor G. Jones be appointed Chairman and Councillor B. Armstrong-Marshall be appointed Vice-Chairman of the Policy Committee.

11. Bank Mandate Signatories

Members gave consideration to the Council's Bank Mandate Signatures.

Resolved

That Councillors T. Harries, S. Jones, R. Potter, M. Rennie and D. Taylor be authorised to conduct business on the Council's Bank Accounts during the period ending with the Annual Council Meeting in 2016.

12. End of Year Reports

The Town Clerk presented the Financial Statement and Statutory Annual Return to Council, supplemented by the final Internal Audit report of the year and a report on the Performance Management Plan for 2014-15.

In response to questions the Town Clerk confirmed that consultation would commence in 2015 regarding the Bowls Green at the Borough Gardens, work on reducing the use of utilities to improve the Council's carbon footprint had commenced and that discussions were ongoing to stimulate new forums for Economic Development and Heritage.

Resolved

- (1) That the Financial Statement 2014-15 be noted
- (2) That the Annual Return 2014-15, together with the Annual Governance Statement, be approved and signed by the Mayor and submitted to the External Auditor
- (3) That the final report of the Internal Auditor for the 2014-15 period be noted
- (4) That the Performance Management Plan 2014-15 be noted

The Council rose at 7.55pm.

Mayor

On the conclusion of the meeting a democratic question time was held, with questions raised regarding disabled access to Dorchester West Railway Station, the Council's policy regarding illuminated shop signage in South Street and the possibility of Affordable Housing at the ex-prison site.

Following the democratic question time Councillors who had left the Council following the recent elections were presented with a small gift as a memento of their time on the Council.

Save SCBU and Kingfisher Wards DCH

Dear Town Councillors

I write to raise your awareness to the threatened closures by the Dorset CCG of paediatric care in Dorset County Hospital in Dorchester.

We, a group of mums, dads, grandparents, relatives, friends and concerned members of the local community have got together to organise a plea for the wards to stay open.

We do not feel that they have considered the impact that closing these wards will have on the youngest, most vulnerably members of our community. Many of the children under Kingfisher wards care have 24 hour open access. This is vital to so many, some of whom have such serious conditions that they need to be in hospital under their care within minutes of them showing signs of relapse, seizures etc, so their families have relocated to be near Kingfisher Ward.

If the care was to move to Poole for paediatrics and Southampton for SCBU many feel their sick children would not survive the journey, that the 'golden hour' would be lost in transporting the child. The current proposal is that there would be a paediatric assessment unit open 16 hours a day, when we the parents know that it is night times when children tend to become more poorly.

Little thought has been given to the impact on Poole/Southampton hospital beds or on the ambulance service who will be required to transport many of the children. It is vital for sick children to see their parents, siblings, relatives and friends to help them recover quickly. It is equally important for the parents to have friends and family close by to support them

We are actively promoting both the Echo and an on line petition to stop these closures. We have a dedicated Facebook page to offer support to worried families, and up to date information for interested members of the public.

We will be organising various events to keep the proposed closure in the public eye.

We intend to contact all Town/Parish Councils, in the DCH catchment area, to ask them to please write a letter to the CCG expressing concerns about the proposals and the effect it would have on their parishioners young and old the majority of whom have little or no access to public transport.

We believe that the CVG will not be meeting their safeguarding duty to protect children and babies if this move of services goes ahead.

We thank you in advance for your support

Theresa Critchell

for and on behalf of

Save SCBU and Kingfisher Ward DCH Group

Dorchester Town Council

Planning and Environment Committee

1 June 2015

Present: Councillors C. Biggs, R. Biggs, T. Harries, S. Hosford (Chair), S. Jones, T. Loakes, M. Rennie and R. Potter (Mayor)
Apologies: Councillors B Armstrong-Marshall, A. Canning, T. Harries, S. Jones and F. Kent-Ledger
Also Present: Councillor J. Hewitt

94. **Declarations of Interest**

Councillor R. Biggs declared a personal interest in planning application WD/D/15/000959 through his employment and Councillor Rennie declared a personal interest in planning application WD/D/15/001023 as the Town Council's representative on the Dorchester Markets Joint Committee.

95. **Minutes**

The Minutes of the meeting of the Committee held on 27 April 2015 were confirmed and signed by the Chairman as a correct record.

96. **Minute Update Report**

i) **Minute 87/14 (27 April 2015)**
Planning Applications

The Committee noted that WDDC's Head of Planning was willing to attend a future meeting and they clarified the specific questions that they wished to raise with her at the meeting.

Resolved

That WDDC's Head of Planning be advised of the specific questions that Members wished to discuss and a meeting be arranged with her.

ii) **Minute 90/15 (27 April 2015)**
Requests for Parking Restrictions

The Chairman appreciated the progress being made by officers in relation to parking across the Town but considered that Members needed to be involved in finding a strategic way forward, possibly through a Task and Finish Group.

Members agreed that they needed to be kept fully informed, on a regular basis, and they had concerns at the time being taken to advance this issue.

Resolved

- i) That the Town Clerk provides a report, and attends the meeting of the Planning and Environment Committee on 29 June 2015, on the current parking issues in the Town and the steps being taken to find a strategic approach to resolving these.
- ii) That the Town Clerk be advised that the Planning and Environment Committee wants Member involvement in the discussions regarding finding a strategic approach to resolving parking issues in the Town.

97. **Dorchester Area Community Partnership (DACP) Report**

Maria Clarke of the DACP presented the report and advised that the DACP was recruiting for a new Chairman.

Members expressed their thanks to Tess James for her work as the previous Chairman and they also thanked Ray and Terri Bartlett who were stepping down from the Access Group. It was suggested that the Mayor might like to invite the Bartletts to a Council meeting to be formally thanked and he agreed to consider this.

Ms Clarke provided updates on the pedestrian link to Dorchester West Station, DACP's service review plus stakeholder consultation and developing links with the parishes.

The Chairman offered the Town Council's support to DACP through their service review and said that the report gave a good illustration of the work undertaken by the Partnership.

A Member asked that DACP involve local ward councillors in the consultation regarding the cycle path at Minerva Close as they had significant knowledge of the history of the scheme.

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

98. **Planning Applications**

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 Potter rejoined the meeting.

99. **Parking Issues**

The Committee considered that without an overall parking strategy for the Town it was difficult to make meaningful progress in addressing the specific problems Members were aware of. There was discussion on particular problem areas and a number of individual points were identified that Members wanted to be answered and/or actioned including the pricing policy for long stay car parks, the problems of lighting in the Upper Fairfield car park, including Maumbury Road residents in the overnight parking scheme at Fairfield car parks and obtaining up to date data on the usage of car parks.

Members spoke again in support of setting up a forum, involving all three local authorities and Town Councillors, to move a strategic approach on parking in the Town forward.

Resolved

That WDDC be asked to provide responses to the individual points raised by Members and that a WDDC officer be invited to the Committee meeting on 3 August 2015 to discuss these and WDDC's parking pricing policy for 2016/17.

100. **Experimental Traffic Regulation Order (TRO) – Wessex Road, Dorchester**

The Chairman and the Clerk summarised DCC's proposal to introduce an Experimental TRO in Wessex Road.

The Committee considered that the proposal was too draconian and would have a negative impact on residents. They appreciated that something needed to be done and it had not been possible to get a consensus from residents in the past. They suggested having an Experimental TRO for single yellow lines with time restrictions allowing short term parking in the day, say 1 or 2 hours or no parking between 12pm and 2pm or similar to stop all day parking, plus allowing parking in the evening e.g. 6pm to 8am. They felt that this would stop all day parking and still allow residents to be able to have some parking in the road. Comment was made that a similar type of restriction was successfully put on the layby on the Weirs.

Resolved

That DCC be advised that the Town Council does not support the proposal to introduce an Experimental TRO for double yellow lines in Wessex Road.

101. Poundbury InterAuthority Working Party

The Committee discussed the proposal to disband the Poundbury InterAuthority Working Party. While accepting that the Working Party had not been very active or productive in recent times, Members thought that it still had a role to play, particularly in the allocation of S106 monies and in dealing with future issues across the development. It was agreed to request that the Working Party continue with a review of its terms of reference including refocussing, setting future dates and new chairmanship.

Resolved

- i) That WDDC be advised that the Town Council requests that the Poundbury InterAuthority Working Party continues and there is a review of its terms of reference including refocussing, setting future dates and new chairmanship.
- ii) That WDDC be asked to confirm the exact amount of S106 monies remaining from Poundbury and what the plans are for allocating this money.
- iii) That WDDC be asked to provide information on the figures and strategic priorities for the allocation of all S106 money across the Town and that a meeting be arranged for Town Councillors to discuss this with WDDC officers.

102. 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 1 June 2015**

1. **81 SOUTH COURT AVENUE, DORCHESTER, DT1 2DA**
WD/D/15/000643
Demolish the existing conservatory and build a new two storey extension
No objection
2. **6 SOUTH WALKS ROAD, DORCHESTER, DT1 1ED**
WD/D/15/000864 + WD/D/15/000865 Listed Building Consent
Erection of a double garage
Dorchester Conservation Area and Grade II Listed Building
No objection
3. **21 MONMOUTH ROAD, DORCHESTER, DT1 2DE**
WD/D/15/000906
Erect rear extension
No objection
4. **40 HERRINGSTON ROAD, DORCHESTER, DT1 2BS**
WD/D/15/000898
First floor extension & new front entrance. Alterations to front elevation and new rooflight to north elevation
Approved by WDDC on 28 May 2015
5. **9 YORK TERRACE, BARNES WAY, DORCHESTER, DT1 2DP**
WD/D/15/000759
Erect single storey rear extension
Dorchester Conservation Area
No objection, however, the Committee was concerned about access to and from the site during construction and asked that a construction management plan be conditioned, if the application was approved, and this plan should address the difficulties in access and minimise disruption to neighbours.
6. **1 CAPITOL CLOSE, DORCHESTER, DT1 2QS**
WD/D/15/000761
Two storey side extension
No objection
7. **109 MONMOUTH ROAD, DORCHESTER, DT1 2DF**
WD/D/15/000967
Erect a PVCu dual anthracite grey conservatory to the rear of the property
No objection
8. **TERRITORIAL ARMY, POUNDBURY ROAD, DORCHESTER, DT1 1TA**
WD/D/15/000959
Removal of existing rotting timber windows and replacement with UPVC windows.
Dorchester Conservation Area

No objection

9. **STRATTON HOUSE, 58-60 HIGH WEST STREET, DORCHESTER, DT1 1UT**
WD/D/15/000980
Variation of condition no. 1 of P.P WD/D/14/000197 - to change the ramped access to the Shire Hall in order to facilitate the creation of a rear private garden to approved cottage at No. 41 Glyde Path Road
Dorchester Conservation Area and Grade II Listed Building
No objection
10. **UNIT 8, PARKWAY FARM BUSINESS PARK, MIDDLE FARM WAY, POUNDBURY, DORCHESTER, DT1 3AR**
WD/D/15/001005
Change of use from B1 to B1 (Business) & B8 (Storage or Distribution) for Units 8D & 8E
No objection
11. **DORCHESTER MARKET, WEYMOUTH AVENUE, DORCHESTER**
WD/D/15/001023
New covered market area to the west of Dukes Auctioneers. Proposed link building between existing indoor market building and North Linneys & partial reconstruction of roof to North Linneys (Re-submission of 1/D/11/000114)
Dorchester Conservation Area
In view of the Town Council's links with the site through the Dorchester Markets Joint Committee, the Committee considered that it was not appropriate to comment on this application.
12. **GREEN SQUARE, GROVE TRADING ESTATE, DORCHESTER, DT1 1ST**
WD/D/15/000493
Erect extension to north east elevation
No objection
13. **50 HIGH WEST STREET, DORCHESTER, DT1 1UT**
WD/D/15/001087 + WD/D/15/1088
Proposed dwelling in rear courtyard
Dorchester Conservation Area and Grade II Listed Building
Recommend refusal. The site is within a designated Conservation Area and within the grounds of a Grade II Listed Building. The development does not preserve or enhance the Conservation area and the inappropriate design and materials of proposed dwelling mean that it would not be in keeping with other buildings in the area and it would have a detrimental impact on the special architectural and historic interest of Wadham House and on the character of the Conservation Area. The proposal would be contrary to Policies SA20, SA21, DA3 and DA7 of the adopted West Dorset Local Plan 2006 and emerging Policies ENV4 and ENV 12 of the joint West Dorset, Weymouth and Portland Local Plan 2012, and Sections 7 and 12 of the NPPF 2012.
There were concerns about the negative impact on and long term retention of the trees on site and it appeared that these were already suffering from work already being undertaken as part of WD/D/14/002858 (see planning condition 6) and this was contrary to Policy DA1 of the adopted West Dorset local Plan 2006.
It appeared from Drawing 10064/109 that the boundary wall to the north of the site was to be rebuilt in a similar style to that of the proposed coach house and there was concern at this and Members considered that the existing wall should be retained but if it had to be rebuilt it should be done on a like for like basis as part of the curtilage of the Grade II Listed Building.

14. **37 MONMOUTH ROAD, DORCHESTER, DT1 2DE**
WD/D/15/001043
Two storey & single storey rear extension
No objection
15. **ATS, UNIT 4, GREAT WESTERN INDUSTRIAL ESTATE, DORCHESTER, DT1 1RD**
WD/D/15/001066
Extension to reception to accommodate WC and increase height of fitting bay doors
No objection
16. **8 CORNHILL, DORCHESTER, DT1 1BA**
WD/D/15/001091
Refurbishment of fascia, retention of projecting sign and new internal promotions
Dorchester Conservation Area and Grade II Listed Building
No objection
17. **LAND AT 1, EGDON ROAD, DORCHESTER**
WD/D/15/000912
Erect new dwelling with associated landscaping, parking (2) and boundary treatment. Construct 2 additional parking spaces for existing dwellinghouse.
Recommend refusal. The design and appearance of the development (both the dwelling and the provision of parking spaces) is not reflective of others in the locality and it would be detrimental to and out of keeping with the character of the area and the street scene. The proposal would be contrary to Policies DA2, DA3, DA5 and DA7 of the adopted West Dorset Local Plan 2006 and emerging Policies ENV10 and ENV12 of the joint West Dorset, Weymouth and Portland Local Plan 2012, and Section 7 of the NPPF 2012.
18. **WD/D/15/001122**
SITE 2.63, Perverell Avenue East, Poundbury, Dorchester
Application for approval of reserved matters (access, appearance, landscaping, layout and scale) for 63 units of extra care accommodation, pursuant to condition 3 of outline planning permission reference 1/D/09/001363
No objection
19. **LAND TO THE REAR OF 1-3 WEYMOUTH AVENUE, DORCHESTER, DT1 1QR**
WD/D/15/001079
Erect coach house style dwelling to the rear with associated access, parking & amenity space
Dorchester Conservation Area
No objection but concerns were raised about the layout of the parking area for 1-3 Weymouth Avenue and the new property, particularly in regards to turning when all the parking spaces were in use.

Dorchester Town Council

Management Committee

16 June 2015

Present: Mayor R. Potter and Councillors C. Biggs, A. Canning (Chairman), G. Duke, J. Hewitt, S. Jones, F. Kent-Ledger, T. Loakes, A. Lyall, M. Rennie, K. Rice and D. Taylor.

In attendance

Councillor T. Harries.

S. Scotchmer with regard to Minute No 3.

F. McLaren, Friends of the Borough Gardens with regard to Minute Nos 5 and 6.

1. **Minutes**

The Minutes of the Meeting of the Committee held on 10 March 2015, adopted by Council on 24 March 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

2. **Panels**

(a) Community Activities Panel

The Committee considered the minutes of the Community Activities Panel held on 9 June 2015 (as set out at Appendix I). Members noted that the proposed steam roller event on 27 June would be postponed until 2016 so as to enable a full event to take place and an appropriate budget to be allocated.

Resolved

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

(b) Property Management and Maintenance Panel

Members agreed that it would be beneficial to hold the annual site visit meeting during the summer and that this should continue with the existing Panel membership with the one vacancy being filled by Councillor G. Duke.

Resolved

That Councillor G. Duke be appointed to fill the vacancy on the Property Management and Maintenance Panel and that the site visit meeting take place over the summer on a date to be agreed following consultation with the Chairman of the Panel.

(c) Arts Panel

The Chairman of the Arts Panel requested an update on Maumbury Rings Music Day. It was noted that Dorchester Arts had been requested to help book the bands and run the event on the day.

There were two slots that still had to be booked. The Chairman expressed concern over the arrangements and the proposed programme for the day.

Resolved

That a meeting be arranged with the Chairmen of the Management Committee, Arts Panel and Dorchester Arts to agree the musical programme for the day.

3. Sports Arena

The Committee considered correspondence from local resident S. Scotchmer in respect of a proposal for a Sports Arena, or similar, in the area of Mountain Ash Road. Members were supportive of the proposal and noted that two potential sites were Hawthorne Road allotments and the Wessex Water site. Members felt that some preliminary investigations could be made with Wessex Water with regard to the possible use of that site and that the proposal be considered alongside the Sports Pitch and Cultural Facilities Audit report which was due to be presented to the September cycle of meetings.

Resolved

- (1) That the principle of a Sports Arena, or similar, facility in the area of Mountain Ash Road be supported.
- (2) That an initial enquiry be made with Wessex Water regarding the potential to use an area of land on its site
- (3) That the proposal be considered alongside the other priorities identified within the Sports Pitch and Cultural Facilities Audit report presently being undertaken.

4. Management Arrangements

The Committee considered the schedule of work for the Outdoor Services Team. Members requested again a 'Caution Children' sign at the entrance to Sandringham Sports Centre car park.

Resolved

That the schedule of work for the Outdoor Services Team be noted and that a 'Caution Children' sign be located at the entrance to Sandringham Sports Centre car park.

5. Borough Gardens Bowling Green

Further to Minute No 26/2014 the Committee considered a report by the Deputy Town Clerk on the process to be used for consulting users of the Gardens on what they would like to see happen on the old bowling green site.

The representative from the Friends of the Borough Gardens informed Members of their ideas and it was agreed that they would be included within the consultation which would take place during the annual Love Parks event on 29 July. The representative also informed the Committee that The Friends would like to make a financial contribution to a scheme and be involved throughout the project.

During discussion of this matter the Deputy Town Clerk updated Members on recent anti-social behaviour in the Gardens.

Resolved

That a consultation event takes place during Love Parks Day on 29 July and the outcome considered at the September meeting of the Committee.

6. Borough Gardens Notice Boards

Members were reminded that at the last meeting of the committee it was agreed “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.”

Funding of the new notice boards had now been identified from within this year’s budget, helped by a grant of £500 from the LTA, so long as a part of one of them was used to promote tennis in the Gardens.

The representative from the Friends of the Borough Gardens informed the Committee that the group was agreeable to the style and location of the notice boards and confirmed that the group would fund one of them subject to all of the boards acknowledging its support.

Resolved

That three new notice boards be purchased and installed in the following locations:-

- Just inside the Cornwall Road gate to the right as you walk in.
- Just inside the West Walks gate to the left as you walk in.
- Just outside of fence to the left, as you walk in, of the Albert Road/Princes Road main gate.

7. Restoration of John’s Pond

The Committee considered a report by the Deputy Town Clerk on the need to undertake some restoration work to John’s Pond in order to address a number of serious issues that had been identified which included removal of silt, repair to the sluice gate and rebuilding the walls of the pond following tree root removal.

The work would need to be undertaken by a specialist contractor and the cost had been estimated at £6,080. A grant of £500 had been awarded from The Grid Community Award Scheme towards the project and Members agreed that Policy Committee be requested to identify further funds so as to enable the project to go ahead.

Once the work had been completed Members felt that a small event to re-open the pond should be undertaken.

Resolved

That Policy Committee be requested to identify the remaining funding so as to allow the John’s Pond restoration project to be undertaken.

8. **Dorchester Cricket Club**

The Committee considered a report by the Town Clerk on the relationship the Council had with Dorchester Cricket Club and how that could evolve to give DCC a greater role in management and maintenance of the site and become a more self-contained club over a period of approximately five years. In the short term some modest internal alterations to the Pavilion had been agreed so as to allow the club to improve its social arrangements, which included locking up after matches and the operation of a bar and television on match days. As a part of this process it had been identified that a number of existing arrangements for the building might be carried out more efficiently and these were set out in the report.

Depending on the success of the changes to date it was proposed to report back to the Committee at the end of the season on the likelihood of success of a plan to give the Club a greater role in managing the site over the next five years.

Members were supportive of the action taken to date and requested that discussions also took place with the other main user of the site St George's Cricket Club.

Resolved

That the report be received and the action already taken and proposed to be taken be agreed.

9. **Cemetery Matters**

(a) **Exclusive Right of Burial and Interments and Burial of Ashes**

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. Detailed the number 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 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 4072 to 4090 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

10. **Letting Venues – Monitoring Reports**

The Committee received new style 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. The Deputy Town Clerk informed Members of the changes made to the reports which aimed to make them clearer and more concise. The Committee agreed the revised style of reports subject to some minor changes which included putting them in chronological order, making clear which weddings were 'exclusive' weddings and the percentage of income received over anticipated income.

Resolved

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

11. **Paid Invoices**

The Committee noted that the cheque list and supporting vouchers in respect of payments made since the last meeting of the Committee would now be presented direct to the Policy Committee as a part of its regular financial monitoring reports.

12. **Information Reports**

The Committee received the Minutes of the Dorchester Arts Board meetings held on 9 February 2015 and 27 April 2015.

Resolved

That the Dorchester Arts Board Minutes be noted.

Chairman

Dorchester Town Council

Community Activities Panel

9 June 2015

Present: Mayor R. Potter and Councillors T.C.N. Harries, S.C. Hosford, E.S. Jones, F.E. Kent – Ledger, M.E. Rennie (Chairman).

1. Financial Assistance Applications

The Panel considered grant applications which had been received.

Recommended

(1) That the request from Volunteer Centre Dorset be deferred until a completed grant application form and the set of accounts is received.

(2) That a grant of £70 be awarded to Dorchester and District Gardening Club to meet their insurance costs. The Panel recommended that the Dorchester and District Gardening Club contact other agencies, such as Transition Town Dorchester, to help with their sustainability issues.

(3) That £300 be awarded to the Rotary Club of Dorchester to help fund the Picnic in the Park Event on the proviso that a full set of accounts are provided for any further requests for funding.

(4) That £150 be awarded to AsOne Theatre for a development community workshop on the proviso that the workshop be a free event for a Dorchester school and / or youth organisation. The Panel agreed to award the cost of one day's hire of the Corn Exchange if the facility was used for the workshop.

(5) That the request from the Duchy of Cornwall be deferred until a completed grant application form and the set of accounts is received.

(6) That the application from the Dorset One World Festival be approved and the sum of £500 be awarded.

The Panel requested that the existing grant application process and application form and process and criteria be reviewed.

(Note – Councillor R Potter declared a personal interest in respect of 1. (1) above and Councillor F Kent-Ledger declared a personal interest in respect of 1. (6) above, neither interest was a disclosable pecuniary interest as set out in the adopted Code of Conduct and both Members remained in the meeting and voted.)

Dorchester Town Council

Policy Committee

23 June 2015

Present: Mayor R. Potter and Councillors B. Armstrong-Marshall, R. Biggs, A. Chisholm, T. Harries, S. Hosford, G.Jones (Chairman) and T. Jones.

In attendance: Councillors J. Hewitt and M. Rennie.

1. **Minutes**

The Minutes of the Committee held on 17 March 2015, adopted by Council on 24 March 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

2. **Finance Report**

The Financial Controller presented a report covering the 2 months to 31 May 2015, identifying an underspend to date of £27,000 against the revised budget, which in turn was £24,000 lower than the initial budget set.

He responded to questions relating to the level of cash held with the Council's bank and one item on the payments list.

Resolved

That the Payments list be approved.

The Committee considered the current level of General Reserves, likely to reach £700,000 by the end of the financial year and recognised the potential that the Reserves had for bringing in match funding for projects.

Recommended

That a review of the Corporate Plan take place with the aim of allocating up to £500,000 to new corporate projects and commencing consideration of Service Growth issues

The Committee considered the request of the Management Committee to allocate funds towards a project to refurbish John's Pond. A member asked that the ditches from John's Pond be checked to make sure they can cope with the outflow from the pond. Another member expressed support for an event to be held to celebrate the restoration.

Resolved

That £5,600 be allocated to fund the restoration of John's Pond

3. **Refurbishing the Town Walks**

The Committee considered a plan to refurbish the Town Walks, focusing in particular on the first phase of works between Hardy's Statue and Trinity Street.

Noting the risk of changing personnel at Dorset County Council during the extended timescale of any phased implementation of the scheme a member asked that the Town Clerk secure a Memorandum of Understanding that covered the whole transfer.

A member asked that the costs of an enhanced finish to the pathway be provided. The Town Clerk undertook to ascertain the upfront and subsequent maintenance costs of an alternative finish and provide the information to a future meeting.

Resolved

That, subject to obtaining a memorandum of understanding with Dorset County Council covering the whole scheme, the Town Council adopt a strategy to refurbish and transfer responsibility for the Town Walks as follows:

- a) Undertake phase 1 works (Hardy's Statue to Trinity Street plus the access point at Northernhay) at a cost of c. £150,000, to be funded by a contribution of £45,000 from Dorset County Council, the balance to be met from the Town Walks Reserve, including the transfer of the footpath to the Highway Authority
- b) Once Phase 1 is completed, consider options for funding further stretches of the Walks in South Walks Road, followed by Colliton Park and ultimately East Walks

4. **Review of the Committee and Panel Process**

The Town Clerk reported to the Committee regarding Council's current governance arrangements covering Committees and Panels. The Committee considered the options that would be available if Council wished to alter those arrangements and indicated a preference for a comprehensive review of governance arrangements.

The Committee considered how best to ensure that all members of Council were given an opportunity to feed into the review. This will be achieved by having a preliminary discussion at Council on 21 July, followed by a questionnaire to all members, and a discussion as part of each Committee meeting during the September cycle.

A member proposed that the Policy Committee undertake the review on behalf of the Council, in preference to establishing a separate Task and Finish Group. On being put to a vote it was

Recommended

That the Policy Committee facilitates a comprehensive review of member governance processes, with any proposals for change to be reported to Council on 29 September.

5. **Utility Expenditure Review**

The Committee considered a report by the Town Clerk in relation to the Council's utility usage, and noted the action being taken

A report commissioned from Dorset County Council's Sustainable Property Team identified an Action Plan to deliver modest reductions in consumption through investment in better control systems, delivering a payback of around 5 years, had now been received. The Town Clerk identified his intention to report to a future Committee to request a budget to carry out energy efficiency measures, and agreed to include an assessment of the environmental benefit of the changes to be made.

The Committee considered the need for a new telephone system, recognising that while the existing system was operating satisfactorily, it was no longer maintained and was at risk of a failure that would interrupt normal working.

Resolved

That £4,000 is reserved to replace the telephone system

6. Use of Section 106 Contributions for Recreational Purposes

The Committee considered the report of the Town Clerk, and noted that West Dorset DC staff would provide further information regarding options for use of s106 monies at a meeting on 21 July.

Members requested that the presentation by West Dorset DC staff include information regarding any restrictions on the use of the money, and a clear definition of the term Recreation.

Members supported the view that the Town Council may have a role to play in facilitating discussions between sports users and providers, noting this issue would be considered further as part of the Corporate Plan review process.

7. Dorset County Members Divisional Grants Budget

The Committee received a report regarding the plans that the two County Councillors were making to allocate their grants for 2015/16.

Resolved

That the approach being taken by the two Dorset County Council members for Dorchester regarding their grants for 2015/16 be supported

Chairman

Dorchester Town Council

Planning and Environment Committee

29 June 2015

Present: Councillors A. Canning, T. Harries, S. Hosford (Chair), F. Kent-Ledger T. Loakes, M. Rennie, R. Potter (Mayor) and D. Taylor

Apologies: Councillors B Armstrong-Marshall, C. Biggs, R. Biggs, S. Jones and T. Jones

Also Present: Councillor J. Hewitt

103. Minutes

The Minutes of the meeting of the Committee held on 1 June 2015 were confirmed and signed by the Chairman as a correct record.

Comments were made about some of the issues arising for double hatted councillors when it came to dealing with planning applications at district level when the Town Council had objected to such applications.

104. Minute Update Report

iii) Minute 99/15 (1 June 2015) Parking Issues

Members noted the responses received from the Interim Head of Parking and Traffic at WDDC and there was discussion on the points regarding the production of a new parking strategy by WDDC, the trial of solar powered lighting units and the timescale for analysing car park usage data.

Comment was made that the DTEP Working Group had received a strong indication that there would be more S106 money to be made available in the future.

Resolved

- i) That the Interim Head of Parking and Traffic at WDDC be advised that the Town Council welcomes the fact that WDDC is developing a new parking strategy for Dorchester and that he be invited to present this to the Committee at the earliest possible opportunity.
- ii) That the Interim Head of Parking and Traffic at WDDC be advised that the Town Council considers that the trial of solar powered lighting units should not be carried out in Wollaston Field car park but in a car park that has high usage at night, preferably Upper Fairfield.
- iii) That the Interim Head of Parking and Traffic at WDDC be asked to provide the Town Council with the summary of car park usage that is provided for the DTEP Working Group and he be asked to attend a future committee meeting to give a strategic view on the results of this data.

105. Dorchester Prison Site

Richard Winsborough and Graham Bloomfield of City & Country, the prison site developers, attended the meeting to provide an update on progress for the future development of the site.

Mr Winsborough spoke about the response to the first consultation event and how the information gathered from that would be presented at the next consultation event the following day. It now had to be decided which buildings would remain and which would be demolished and he confirmed that the Victorian cell block would be retained. The open spaces made by demolition would create

the development opportunities to make the site financially viable. The next consultation event would show four possible development concepts and would outline the pros and cons of each. These concepts included a variety of different uses for the site including residential, open space, hotel and retail. He commented on the timetable for further consultation plus the submission of the planning application and he also summarised a number of the technical reports that would be required. City & Country liked to work openly with the community and local authorities and would remain in regular communication with all. Mr Winsborough appreciated the challenges raised by the development but stressed the importance of local knowledge and working together.

Councillors raised a number of points relating to the development including the importance of the archaeology of the site, working in partnership with the Civic Society, the need for affordable housing in the Town and the access difficulties of the site.

Mr Winsborough responded and said that he was aware of issues relating to archaeology on another site in the Town and that would inform their operation. The site, by its nature, would be expensive to develop but City & Country would be looking at all parts of the housing market and he wanted to be transparent about their intentions. A highways consultant was assessing the access issues and the company would maintain open communications throughout the construction phase.

The Chairman thanked Mr Winsborough and Mr Bloomfield for their honest and informative approach and she said that the Town Council was looking forward to working in partnership with City & Country on this exciting project.

Councillor Potter left the meeting.

106. **Planning Applications**

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.

107. **Parking**

The Chairman presented the Town Clerk's report on progress on parking issues across the Town and she considered that there was now more of a will by the other local authorities to work jointly on these issues.

There was discussion on how Members should best raise minor operational issues and Members considered there was a role for the Town Council in pursuing some such issues, particularly when it had been involved in initiating policy. The Chairman mentioned the importance of keeping track of the parking report for the September meeting of the DTEP Working Group.

108. **Decisions on Planning Applications**

The Committee noted the decisions made by West Dorset District Council on planning applications, withdrawn applications and others of note and agreed that a Member should attend WDDC's Development Control Committee on 9 July 2015 to put forward the Town Council's views on planning applications WD/D/15/000372 and WD/D/15/000373.

Chairman

Dorchester Town Council

Planning applications considered by the Planning and Environment Committee on 29 June 2015

1. **1 GEORGE TERRACE, BRIDPORT ROAD, POUNDBURY, DORCHESTER, DT1 3BB**
WD/D/15/001065
 Erection of a rear single storey glazed verandah.
 No objection
2. **8 CORNHILL, DORCHESTER, DT1 1BA**
WD/D/15/001096 Listed Building Consent
 Internal and external alterations
 Dorchester Conservation Area and Grade II Listed Building
 No objection
3. **6 WEYMOUTH AVENUE, DORCHESTER, DT1 1QS**
WD/D/15/000965
 Convert building into 2 flats. Erect extension to form 2 apartments (Re-submission)
 Dorchester Conservation Area
 No objection
4. **38 LONDON ROAD, DORCHESTER, DT1 1NE**
WD/D/15/000347
 Construct a single storey side extension
 No objection
5. **3 CORNHILL, DORCHESTER, DT1 1BA**
WD/D/15/001167 + WD/D/15/001168 Listed Building Consent
 Alterations to the internally located air handling unit, moving the unit externally to rear of property and building up an external parapet to a flat roof, alterations to move air handling units, provision of removable steel reinforcement to floor at basement level for provision of ATM units.
 Dorchester Conservation Area and Grade II* Listed Building
 No objection
6. **22 SHASTON CRESCENT, DORCHESTER, DT1 2EB**
WD/D/15/001199
 Two storey side extension and single storey kitchen extension
 No objection
7. **6 ALL SAINTS ROAD, DORCHESTER, DT1 1EL**
WD/D/15/001205
 Single storey side and rear extension
 Dorchester Conservation Area
 No objection
8. **THE OLD RECTORY, SOMERLEIGH ROAD, DORCHESTER, DT1 1PD**
WD/D/15/000448
 Erect 1no. new dwelling with associated garden and parking, to north of Old Rectory, Somerleigh Road, Dorchester

Dorchester Conservation Area

Recommend refusal. The Committee noted the amended plan for the new dwelling and although the design had been changed and the scale of the dwelling reduced slightly, their previous concerns remained the same i.e. the development would represent a visually incongruous addition to the main building that would neither preserve nor enhance the character and appearance of the Dorchester Conservation Area. The design of the development was not in keeping with the existing building and would be detrimental to both it and the Conservation Area. Additionally the positioning of the parking space for the property and the access to it were convoluted and potentially dangerous. Therefore the proposal would be contrary to Policies DA5, DA7, SA19, SA21 of the Adopted Local Plan, Policies ENV4, ENV10 and ENV12 of the Emerging West Dorset and Weymouth and Portland Local Plan and Sections 7 and 12 of the National Planning Policy Framework.

9. **4 WOODVILLE COURT, POUNDBURY, DORCHESTER, DT1 3TJ
WD/D/15/001223**

Glazed enclosure of an existing rooftop terrace (under spire).
No objection

10. **4 HIGH WEST STREET, DORCHESTER, DT1 1UJ
WD/D/15/001270 Listed Building Consent**

Minor works to ground floor retail hall & rear corridor with associated works & decorations (including flooring)
Dorchester Conservation Area and Grade II Listed Building
No objection

11. **50 HIGH WEST STREET, DORCHESTER, DT1 1UT
WD/D/15/001294 Listed Building Consent**

Minor internal modifications and the insertion of a new automatic smoke vent to communal staircase.
Dorchester Conservation Area and Grade II Listed Building
No objection

12. **49 SOUTH STREET, DORCHESTER, DT1 1DW
WD/D/15/001332 + WD/D/15/001333**

Install new external signage including 2 no. internally illuminated lettering and logotype. 1 no. externally illuminated and new welcome sign. 2 no. internally illuminated ATM tablets with red LED strips. 1 no. internally illuminated chevron. New Accessible entrance directional signage. 1 no. A0 merchandising poster. Fit new gradient vinyl to front elevation. Install new graphic vinyl to front elevation.

Dorchester Conservation Area and Grade II Listed Building

Recommend refusal. The application is contrary to the Town Council's policy on illuminated shop signage in South Street. It is considered that all of the advertisements and the new graphics on the arched windows of the adjoining property, by reason of their modern style, modern materials and inappropriate illumination, seriously detract from the amenity of the Grade II listed building and neither preserve or enhance the character and appearance of the Dorchester Conservation Area. As such the development is considered to be unacceptable and contrary to Policies DA7, DA9, SA19, SA20 and SA21 of the West Dorset District Local Plan (2006), Policies ENV4, ENV10 and ENV14 of the Emerging West Dorset and Weymouth and Portland Local Plan and Section 12 of the NPPF (2012).

13. **LAND ADJACENT SLYERS LANE, WATERSTON**

WD/D/14/002611

Erection of six wind turbines and construction of associated infrastructure.

Broadview Energy Limited has provided further information to West Dorset District Council in accordance with Regulation 22 of The Town and Country Planning (Environmental Impact Assessment) Regulations 2011 in relation to the environmental statement submitted in support of the above planning application dated 3 October 2014.

No objection – the Committee noted the submission of the further information.

14. **LAND ADJ 61 OLGA ROAD, DORCHESTER, DT1 2LY**

WD/D/15/001377

Demolition of Single-Storey Outbuilding, Erection of 2 no. New Dwellings and Formation of New Pedestrian Access

Recommend refusal. The Committee considered that the proposed development would result in an unduly cramped form of development creating limited amenity spaces for both the host and new dwellings. The front elevations of the new dwellings were out of keeping with the area as a whole, by virtue of the porches protruding out from the natural building line in the road and the Committee considered that the front elevations should reflect the distinctive design of the host dwelling and the row of Victorian terraced houses to the west of the site i.e. with bay windows to the ground floor, direct entry front doors with a tiled pitched roof over. Therefore the development would be detrimental to and not preserve or enhance the character and appearance of the Dorchester Conservation Area.

As such the development is considered to be unacceptable and contrary to Policies DA3, DA5, DA7, and SA21 of the West Dorset District Local Plan (2006), Policies ENV4, ENV10 and ENV12 of the Emerging West Dorset and Weymouth and Portland Local Plan and Parts 7 and 12 of the NPPF (2012).

DORCHESTER TOWN COUNCIL

21 July 2015

Appointments to Outside Bodies

1. The Council makes appointments to a number of representative roles and to external organisation each year. The current list provides for 26 posts. In addition the Mayor and some Committee Chairman are appointed to roles as a result of their office.
2. The list was last reviewed in 2014, with 7 appointments being removed from the list on that occasion. One of those organisations, Dorset Broadcasting Action Group has invited the Council to make an appointment again this year.
3. Members have been invited to submit their interest in all of the appointments. While there has been some duplication it was insufficient to justify the holding of a Special Meeting of the Selection Committee, so the Town Clerk has worked with the Mayor to make a preliminary nomination that gives most of those members that asked for a role the chance to play one.
4. Appendix 1 identifies all roles and makes a preliminary proposal. It is **RECOMMENDED** that appointments are made to Outside Bodies.
5. Members are reminded that in general terms the appointments are made to act as liaison and promote co-operation with the Town Council. As such there is no need to declare an interest when these bodies are discussed and members are invited to play a full role in Council when issues relating to these bodies are discussed.
6. The Council appoints members to two Charitable Trusts. Members of these bodies are Trustees and required to act in the best interest of the Charitable Trust, placing its interests ahead of the Town Council. As such it is advisable to declare an interest when issues relating to the Trust are discussed by the Town Council and act accordingly.

Adrian Stuart
Town Clerk

Representatives on Outside Bodies 2015/16

	Current Council Rep	Expressions of Interest	Proposal
Internal Roles			
DAPTC Larger Towns Rep	R. Potter	R. Potter	R. Potter
Footpath Liaison Officer	-	T. Loakes	T. Loakes
Charitable Trusteeships			
Ashley Churchill & Thorner Trust (2)	C. Biggs R. Potter	C. Biggs R. Potter	C. Biggs R. Potter
Dorch. Municipal Charities	S. Hosford	S. Hosford	S. Hosford
Dorchester Municipal Charities (to May 2016) (3)	F. Kent-Ledger P. Mann M. Rennie		
Bodies we work with regularly and/or support financially or in kind			
Dorchester Arts	-	B. Armstg. -Marshall F. Kent-Ledger	F. Kent-Ledger
Dorchester BID	M. Rennie	J. Hewitt, M. Rennie, A. Chisholm	M. Rennie
Dorchester Local Area Partners.	-	D. Taylor	D. Taylor
Dorchester Bayeux Society	-	-	Volunteer required
Dorchester Lubbecke Society	T. Harries	J. Hewitt T. Harries	T. Harries
Other Organisations we work with			
Dorchester & Sherborne CAB	-	G. Duke	G. Duke
Dorchester Holbaek Society	S. Jones	S. Jones	S. Jones
Dorset Neighbour. Justice	-	R. Potter	R. Potter
Dorchester Association L. History & Arch.	D. Taylor	D. Taylor B. Armstg -Marshall	B. Armstrong- Marshall
Dorchester Crime Prevention Panel (3)	T. Harries	B. Armstrong - Marshall	No appointment – body to reconstitute
Dorchester Youth & Community Centre	A. Lyall	K. Rice	K. Rice
Heart of Wessex Rail Part.	G. Jones	G. Jones	G. Jones
St Osmund's Community S.C.	S. Jones	J. Hewitt S. Jones	S. Jones
Thomas Hardy Society	-	A. Chisholm T. Loakes	A. Chisholm
Transition Town Dorchester	F. Kent-Ledger	T. Loakes	T. Loakes
Volunteer Centre Dorchester	R. Potter	J. Hewitt R. Potter	J. Hewitt
Organisations who would like a representative			
Dorset Broadcasting Action Group	-	-	No appointment

DORCHESTER TOWN COUNCIL

21 July 2015

Council Governance Review

1. Policy Committee received a report on Committee and Panel processes at its June meeting. Minute 4 (page 21) recommends to Council :-

That the Policy Committee facilitates a comprehensive review of member governance processes, with any proposals for change to be reported to Council on 29 September.

2. In arriving at the decision the Committee identified 3 opportunities for Members of Council to provide their input into the review: -
 - a) Through a preliminary discussion at Council tonight
 - b) Through a questionnaire (attached) to be received by the Town Clerk by 25 August
 - c) By discussion at each of the 3 Committees during the September cycle of meetings, at which point an analysis of the returned questionnaires will be available
3. It is intended that Policy Committee receive feedback from the other Committees and summarises options for change for Council to discuss on 29 September. The key issues are
 - a) What, if any, changes might be made to the Committee process?
 - b) What role might a supplementary process such as the current Panel process play to aid the work of the Committee processes?

Members may wish to have a preliminary discussion regarding the options this evening.

4. Separate to a review of the Committee processes it is proposed that some ideas to improve the use of Full Council time are also considered, as follows: -
 - a) A guest speaker is invited to each meeting to discuss their work in relation to Dorchester. This may be either an informal briefing following the Council meeting or as part of the meeting. Speakers might include Members or officers from other public sector bodies, developers, community organisations
 - b) That the local Police Inspector will attend as a guest speaker twice a year, rather than being invited to every meeting
 - c) Public question time is integrated into the formal Committee agenda, taking place at the beginning of the meeting

Members may wish to express a view on these options tonight or through the questionnaire.

Adrian Stuart
Town Clerk