



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 26 July at 7.00pm, to conduct the following business: -

1. Apologies & Minutes

To read, confirm and sign the Minutes of the meeting of the Council held on 23/24 May 2016 (page 3).

2. Communications, Questions and Motions

- a) To receive feedback regarding the Kut Day event
- b) To receive a short presentation from Andrew House regarding the Dorchester County Hospital Cancer Appeal project
- c) To receive communications from the Mayor and the Town Clerk.
- d) To receive questions from Members in accordance with Standing Order 12(3).
- e) To consider the following motion, proposed by Councillor S. Jones

“We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our town or our country. Dorchester Town Council condemns racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.

Dorchester Town Council will work to ensure local bodies and programmes have support and resources needed to fight and prevent racism and xenophobia. We wish to reassure all people living in the town that they are valued members of our community.

- f) To consider the following motion, proposed by the Mayor

“Council notes that in May of this year, the then Prime Minister promised that 3,000 unaccompanied child refugees would be given safe haven in the United Kingdom before Christmas. Council resolves to remind the Member of Parliament for West Dorset of this fact and asks him to, as a matter of urgency, ascertain:

- 1) That the promise would be kept.
- 2) The timescales for these relocations”

3. Updates from Partner Authorities

- a) To receive a verbal update from a Dorset County Council Ward Member
- b) To receive a verbal update from a West Dorset District Council Ward Member

4. Minutes of Committees

To receive and consider the Minutes of the following Committees:

Planning & Environment Committee	6 June 2016	Page 10
Planning & Environment Committee	4 July 2016	Page 16
Management Committee	12 July 2016	Page 20
Policy Committee	19 July 2016	Page 27

5. Appointments to Outside Bodies

To receive the report of the Town Clerk

Page 29



Town Clerk 20 July 2016

Public Speaking at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. 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.

Member Code of Conduct: Declaration of Interests

Members are reminded of their responsibility to disclose appropriate pecuniary or non-pecuniary interests. A Member who declares a pecuniary interest must leave the room unless a dispensation has been granted. A Member who declares a non-pecuniary interest may take part in the meeting and vote.

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

23 May 2016

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

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

Apologies: Councillors. T. Loakes, A. Lyall and D. Taylor.

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

It was proposed by Councillor S. Jones, seconded by Councillor G. Duke and

Resolved

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

Councillor Harries, 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 Anita Harries, 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 J. Hewitt, seconded by Councillor B. Armstrong-Marshall and

Resolved

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

3. **Vote of thanks to the retiring Town Mayor**

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

Resolved

That the thanks of the Council be given to Robin Potter for the tireless, inclusive and courteous manner in which he has carried out the duties of Town Mayor during the past year.

Councillor Potter was presented with a Past Mayor Badge by the Mayor, and Mrs Val Potter was presented with a Past Mayoress Badge.

Councillor Potter addressed the meeting.

4. **Appointment of Mayor's Chaplain for the period to the next Annual Meeting of the Council**

The Mayor appointed the Reverend Canon Thomas Woodhouse as his chaplain.

5. **Adjournment of Meeting**

The Council gave consideration to adjourning the meeting.

Resolved

That the Meeting stand adjourned until 7.00pm on Tuesday 24 May 2016.

The Council rose at 7.30 pm.

Mayor

Dorchester Town Council

Adjourned Annual Meeting of the Dorchester Town Council

24 May 2016

Present: Mayor T. Harries and Councillors B. Armstrong-Marshall, C. Biggs, R. Biggs, A. Chisholm, G. Duke, J. Hewitt, G. Jones, S. Jones, T. Jones, F. Kent-Ledger, R. Potter and K. Rice.

Apologies: Councillors A. Canning, S. Hosford, T. Loakes, A. Lyall, M. Rennie, P. Stein and D. Taylor.

6. Minutes

The minutes of the meeting of the Council held on 29 March 2016 were confirmed and signed by the Mayor as a correct record.

7. Communications & Questions

The Council recognised 40 years of continuous service from 1976 – 2016 by Councillor Trevor Jones with a small gift.

The Mayor announced the recent deaths of two past Mayors, Doug Bowring, Mayor in 1986 and Don Smith, Mayor in 1987, and Members stood to remember them. The Mayor then announced a full calendar of events during June and July.

The Town Clerk announced the retirement of Peter Mullins on 10 June after 13 year service and Members asked that the Council's appreciation of his efforts be formally recorded and their best wishes be passed on to Peter.

The Town Clerk also announced the retirement, after 15 years as Mace Bearer, of John Hallett, who will be invited to a future meeting to receive the Council's thanks.

The Town Clerk reminded Members of the opportunity presented by Dorset County Museum to receive a presentation regarding their major refurbishment project on 28 June.

No questions were received in accordance with Standing Order 12(3). A councillor took the opportunity to remind Council of its commitment to introducing reports from District and County Councillors at its meetings.

8. Planning and Environment Committee – 4 April 2016

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

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 4 April 2016 be adopted.

9. Planning and Environment Committee – 3 May 2016

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

Resolved

That the minutes of the meeting of the Planning and Environment Committee held on 3 May 2016 be adopted.

10. Selection Committee – 10 May 2016

It was proposed, seconded and

Resolved

- a) That it be reconfirmed that, as a general principle, when making appointments to Chairmanships, Joint Committees and Outside Bodies, an appointment should not extend beyond four consecutive years without a clearly stated justification being given
- b) That appointments should be made to each role on the Outside Bodies list in 2016-17, but that additional information be sought on the role of representatives on the Dorset Neighbourhood Justice Panel and the Dorchester Association
- c) That Councillor J. Hewitt be appointed a trustee of the Dorchester Municipal Charities for the period to May 2020
- d) That a review of the Panel process be undertaken in summer 2017
- e) That the Community Activity Panel be suspended for the next year to be replaced by greater use of Task & Finish Groups and greater reporting to Management Committee
- f) That Committee membership for the 2016-17 Council year should be as laid out in Appendix 1.
- g) That a target of 50% attendance be investigated for appointment to the Planning and Environment Committee from 2017-18 onwards

11. Management Committee – 10 May 2016

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 10 May 2016 be adopted.

12. Policy Committee – 17 May 2016

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

Resolved

- a) That the Annual Return (Appended to the Minutes of the Policy Committee and consisting of the Annual Governance Statement 2015-16 and Accounting Statements 2015-16) be adopted and signed by the Mayor and Responsible Financial Officer
- b) That the Treasury Strategy for 2016-17, as laid out in pages 5 – 8 of the Policy Committee agenda, be adopted
- c) That the minutes of the meeting of the Policy Committee held on 17 May 2016 be adopted.

13. Annual Business

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

Resolved

- a) That Councillor R. Potter be appointed Chairman and Councillor K. Rice be appointed Vice-Chairman of the Management Committee
- b) That Councillor S. Hosford be appointed Chairman and Councillor R. Biggs be appointed Vice-Chairman of the Planning and Environment Committee
- c) That Councillor G. Jones be appointed Chairman and Councillor B. Armstrong-Marshall be appointed Vice-Chairman of the Policy Committee

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

Resolved

- d) 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 2017

Council considered minute 2015/52 which identified the Council's approach to the General Power of Competence

Resolved

- e) That Council re-adopts the General Power of Competence for the period to May 2017

14. **Adoption of the Corporate Plan following consultation**

The Town Clerk presented a report regarding consultation carried out on the draft Corporate Plan, identifying the positive response that the Plan had received and some constructive suggestions received during the process. Additional feedback consultation from partners was provided to the meeting and points of clarification were answered.

Members considered the key pieces of feedback. They confirmed that options for Affordable Housing for Rent should be considered by the separate body to take over land currently in the Council's ownership. They also invited the Town Clerk to introduce appropriate reference to strengthen the Council's commitment to developing cultural tourism and non-car forms of transport. In acknowledging the aspirations of partners for the Council to play a role working with surrounding parishes the Council reconfirmed a short term focus on the needs of the town.

A Member asked a question about progress with the allocation of section 106 Recreational monies by West Dorset District Council and the Town Clerk provided his understanding of the latest timetable.

Resolved

That, subject to some minor changes in wording to take account of views expressed in relation to Affordable Housing for rent, public transport, cultural tourism and working with the Parish tier, to be written by the Town Clerk in consultation with the Chairman and Vice-Chairman of the Policy Committee, the Corporate Plan be adopted,

The Council rose at 7.45pm.

Mayor

At Public Question Time following the meeting questions were asked about the long term management approach to Burial plots, playground maintenance, in particular the slide at the Borough Gardens and Diabetes Awareness Week.

Dorchester Town Council - Committee Membership

Appendix 1

Councillor	Council	Planning & Environment	Management	Policy	Markets Joint Panel	Heritage Joint C'ttee
T. Harries (Mayor elect)	Y	Y	Y	Y		
B. Armstrong-Marshall	Y			Y		
C. Biggs	Y	Y	Y			Y
R. Biggs	Y	Y		Y		
A. Canning	Y	Y	Y			
A. Chisholm	Y			Y		
G. Duke	Y		Y		Y	
J. Hewitt	Y	Y	Y		Y	
S. Hosford	Y	Y		Y		
G. Jones	Y			Y		Y
S. Jones	Y	Y	Y			
T. Jones	Y	Y		Y	Y	
F. Kent-Ledger	Y	Y	Y			
T. Loakes	Y	Y	Y			Y
A. Lyall	Y		Y			
R. Potter	Y	Y	Y			
M. Rennie	Y	Y	Y		Y	
K. Rice	Y		Y		Y	
P. Stein	Y			Y		
D. Taylor	Y	Y	Y		Y	
	20	13	13	8	6	3

Dorchester Town Council

Planning and Environment Committee - 6 June 2016

Present: Councillors C. Biggs, R. Biggs, T. Harries, J. Hewitt, S. Hosford, S. Jones, T. Jones, F. Kent-Ledger, T. Loakes, R. Potter, M. Rennie and D. Taylor

Apologies: Councillor A. Canning Also Present: Councillor G. Duke

1. Declaration of Interest

Councillor Potter stated that as a member of WDDC's Development Control Committee, he would keep an open mind on the planning applications and consider all information available at each stage of the decision process. He would take part in the debate on planning applications at this meeting but not vote on the decisions.

Councillor S. Jones stated that as a member of WDDC's Development Control Committee, she would keep an open mind on the planning applications and consider all information available at each stage of the decision process. She would take part in the debate and vote on planning applications at this meeting.

2. West Dorset District Council and Weymouth & Portland Borough Council Local Plan

WDDC's Corporate Manager - Planning (Community and Policy Development) addressed the Committee giving an update on the review of the Local Plan, which was adopted in October 2015, following comments made by the Planning Inspector and the direction this gave. She spoke about the level of housing supply required until 2031 and beyond, the need for a long term strategy for Dorchester and the constraints of some of the option sites such as highways and heritage issues. Working Groups had been set up involving local Members and she described their role and the timetable for reporting. The District Council was keen to have early consultation with appropriate groups, including the Town Council.

Members then asked questions and discussed a number of points including future pressure on the Town's infrastructure, the impact of second/investment homes and the usefulness of the Town Council undertaking a Neighbourhood Plan.

The Chairman thanked the Corporate Manager for attending the meeting and she offered to come to future meetings as the review process progressed.

The Committee considered that it would not be purposeful to undertake a Neighbourhood Plan at this time but the extent of the Town boundary might need to be reviewed when development sites were identified.

3. Minutes

The Minutes of the meeting of the Committee held on 3 May 2016 were confirmed and signed by the Chairman as a correct record.

4. Minute Update Report

Minute 175/15 Parking Issues Monmouth Road (3 May 2016)

A South Ward Member reported on the recent meeting held with Dorset Highways' Community Highway Officer for Dorchester that had been very useful and the officer had been most supportive and helpful.

Resolved

That the Minute Update Report be noted.

5. Planning Applications

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

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.

6. Dorset Highways - Primary Consultation for Traffic Regulation Orders

a) **Great Western Cross Improvement - Victoria Road Access Only Order**

b) **Dorchester Transport and Environment Plan (DTEP)**

High Street / Trinity Street Removal of Parking (No. 2066/1/186)

c) **Dorchester Transport and Environment Plan (DTEP)**

Glyde Path Road Closure

The Committee considered these Dorset Highway's Traffic Regulation Order proposals and supported all three of them.

Resolved

That Dorset Highways be advised that Dorchester Town Council supports Traffic Regulation Orders:

a) Great Western Cross Improvement - Victoria Road Access Only Order

b) Dorchester Transport and Environment Plan (DTEP)

High Street / Trinity Street Removal of Parking (No. 2066/1/186)

c) Dorchester Transport and Environment Plan (DTEP)

Glyde Path Road Closure

7. Draft Minerals/Waste Sites Plan Update 2016

Committee members had looked at the update to DCC's Draft Minerals/Waste Sites Plan and were disappointed that Louds Mill was still identified as the preferred site for Dorchester's household recycling centre. Members considered that the wider area of land identified north west of Stinsford Hill should be the only household recycling centre for the town as this was a much more appropriate site being away from residential areas. The Committee reiterated the comments made at their meeting held on 21 September 2015 about these sites and agreed that these should be resubmitted to DCC.

Resolved

That DCC be advised that Dorchester Town Council considers that (Site WP10) Stinsford Hill is their first option for a Household Recycling Centre and Waste Transfer Facility and that it does not support the use of (WP11) Loudsmill for any use as a future waste site.

8. **WDDC - Application for works to trees:**
WD/TP/16/00148 – Sunninghill Preparatory School, South Walks Road
WDDC's Tree Officer had advised that this application was to be withdrawn and resubmitted and therefore the Committee agreed to defer consideration of this application. The Committee Clerk was asked to try and arrange a site visit before the Committee formally considered a future application for tree works on this site.

Chairman

Dorchester Town Council

Planning applications considered by the Planning and Environment Committee on 6 June 2016

East Ward (Councillors T Harries/S Jones/F Kent-Ledger)

1. **UNIT 7, JONSON TRADING PARK, JONSON TRADING ESTATE, ENTRANCE LANE, DORCHESTER, DT1 1QB - WD/D/16/000501**
Erection of a sign at entrance to trading estate (Retrospective)
No objection

2. **2 ALFRED PLACE, DORCHESTER, DT1 1NW - WD/D/16/001033**
Existing sunroom to rear elevation replaced with new single storey lean-to extension to existing footprint
No objection

North Ward (Councillors R Biggs/A Canning/S Hosford/T Loakes/D Taylor)

3. **11 HIGH EAST STREET, DORCHESTER, DT1 1HS - WD/D/16/000350 + WD/D/16/000351**
Erection of illuminated hanging sign
Recommend refusal. It is considered that the hanging sign by reason of its modern style result in a garish and visually conspicuous appearance. This fails to preserve the special architectural and historic interest of this Grade II listed building, is detrimental to the setting of nearby listed buildings and fails to preserve or enhance the character or appearance of the Conservation Area. As such the development is considered to be contrary to Policies ENV4, ENV 10 and ENV 14 of the West Dorset and Weymouth and Portland Local Plan and Parts 7 and 12 of the NPPF (2012).

4. **45 COLLITON STREET, DORCHESTER, DT1 1XH - WD/D/16/000498 Listed Building Consent**
Take out step at entrance doorway & form ramp with new handrail
No objection

5. **40 LYDGATE STREET, POUNDBURY, DORCHESTER, DT1 3SJ - WD/D/16/000972**
Erect extension
No objection

6. **SITE 2.22 WEST OF CORSTON STREET, BRIDPORT ROAD, POUNDBURY - WD/D/16/000672**
Create 1no. commercial unit and 43 flats/maisonettes arranged in 6 blocks with associated garages, parking, landscaping & boundary walls
Consideration of this application was deferred as the planning authority had agreed, following a request from the applicant, to extend the deadline for representations.

7. **1 SOUTH TERRACE, SOUTH STREET, DORCHESTER, DT1 1DE - WD/D/16/000746**
Rectify damp in the south gable wall
No objection
 8. **3-4 AGRA PLACE, DORCHESTER, DT1 1DZ - WD/D/16/000756**
Change of use of former cafe/restaurant with flat above into 3 no. houses and external alterations
No objection
 9. **FLAT 1, BENJAMIN FERREY HOUSE, SOMERLEIGH ROAD, DORCHESTER, DT1 1TL - WD/D/16/000641**
Install gas central heating including as external flue
No objection
 10. **83 BRIDPORT ROAD, DORCHESTER, DT1 2NH - WD/D/16/001030**
Demolish existing rear extension and replace with flat roof single storey extension
No objection
 11. **12A WESSEX WAY, DORCHESTER, DT1 2NR - WD/D/16/000966**
Carry out alterations and extension to form new dwelling
No objection
- South Ward (Councillors C Biggs/R Potter/M Rennie)**
12. **DUKES, PULLMAN COURT, COPPER STREET, DORCHESTER, DT1 1GA - WD/D/16/000499 + WD/D/16/000500**
Change of use of part of the building from Auction House (Sui Generis) to Cafe (A3) (Retrospective) + Erect one fascia sign (Retrospective)
No objection
 13. **36 ROTHESAY ROAD, DORCHESTER, DT1 2DX - WD/D/16/000933**
Erect side extension and new vehicular access and hard standing for parking.
No objection
 14. **1 MANOR ROAD, DORCHESTER, DT1 2AU - WD/D/16/000064**
Erection of detached garage with office & en-suite over. Extend existing driveway for vehicular access to garage. (Amended Plan)
No objection
 15. **7 CAPITOL CLOSE, DORCHESTER, DT1 2QS - WD/D/16/001036**
Construction of new attached garage and two-storey side extension together with minor domestic alterations
No objection
 16. **9 MISTOVER CLOSE, DORCHESTER, DT1 2EQ - WD/D/16/001034**
Erect extension and alterations
No objection

West Ward (Councillors J Hewitt/T Jones)

17. **APPIAN HOUSE, BOWLING ALLEY WALK, DORCHESTER, DT1 1XY - WD/D/16/000747**
Internal alterations to relocate staircase to former position, alter existing ground floor bedroom and form en-suite, alter basement area & minor layout change
No objection
18. **18 GARFIELD AVENUE, DORCHESTER, DT1 2EZ - WD/D/16/000968**
Erect two storey side extension & front porch
No objection
19. **8 & 10 WEYMOUTH AVENUE, DORCHESTER, DT1 2EN - WD/D/16/000710**
Single storey rear extension to approved link building
No objection
20. **1 GREAT WESTERN ROAD, DORCHESTER, DT1 1UF - WD/D/16/001032**
Erect rear lean-to extension in existing footprint of original lean-to extension forming living area.
No objection

Additional Applications

21. **8 HIGH EAST STREET, DORCHESTER, DT1 1HS - WD/D/16/001090**
Remove defective beam and install new steel beam with padstone supports
No objection
22. **9 YORK TERRACE, BARNES WAY, DORCHESTER, DT1 2DP - WD/D/16/001084**
Erect single storey rear extension.
No objection
23. **18E PRINCES STREET, DORCHESTER, DT1 1TW - WD/D/16/000769 + WD/D/16/001150**
Change of use from retail (Use Class A1) to 2no. guest bedrooms for The Wessex Royale Hotel (Use Class C1)
No objection

Dorchester Town Council

Planning and Environment Committee

4 July 2016

Present: Councillors C. Biggs, R. Biggs, S. Hosford (Chairman), S. Jones, F. Kent-Ledger and M. Rennie.

Apologies: The Mayor Councillor T. Harries and Councillors A. Canning, J. Hewitt, T. Jones, T. Loakes, R. Potter and D. Taylor.

9. **Declaration of Interest**

Councillor S. Jones stated that as a member of WDDC's Development Control Committee, she would keep an open mind on the planning applications and consider all information available at each stage of the decision process. She would take part in the debate and vote on planning applications at this meeting.

10. **Minutes**

The Minutes of the meeting of the Committee held on 6 June 2016 were confirmed and signed by the Chairman as a correct record.

In respect of the parking issues in the Monmouth Road area it was noted that a public meeting was to be held on Thursday 7 July 2016 and that the letter from South Ward Members to local residents had been widely circulated in the area and that there could be a large attendance at the meeting. It was felt that it would be useful to have a local County Councillor at the meeting.

11. **Planning Applications**

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

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.

12. **WDDC - Application for works to trees:**

WD/TP/16/0010 – Sunninghill Preparatory School, South Walks Road

The Council had been asked for its comments on application WD/TP/16/0010 as a statutory consultee and following concerns raised previously over a similar application. Members considered the information available but felt that it was insufficient to make a decision on the matter.

Resolved

That a site visit be made by the Committee to be accompanied by the Tree Officer from West Dorset

District Council and a representative from the school.

13. **Decisions on Planning Applications**

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

14. **Urgent Items**

Proposed Move of Victoria Park Post Office, Maud Road – It was noted that a public consultation was underway in respect of this matter and that the Council had been consulted. The closing date of the consultation was 9 August 2016 and the Committee would consider the matter at its next meeting.

The Future of Dorchester's TIC – The Committee stressed the importance of the Council being consulted on any future options for the location of Dorchester's TIC.

Chairman

Dorchester Town Council

Planning applications considered by the Planning and Environment Committee on 7 July 2016

East Ward (Councillors T Harries/S Jones/F Kent-Ledger)

1. **5 ICEN MEWS, DORCHESTER, DT1 1BW - WD/D/16/000869 + WD/D/16/000870**
Listed Building Consent
Install new front entrance door to gain access to Icen Way (retrospective)
No objection

North Ward (Councillors R Biggs/A Canning/S Hosford/T Loakes/D Taylor)

2. **41 GLYDE PATH ROAD, DORCHESTER, DT1 1XE - WD/D/16/000728**
Open up fireplace in lounge and install woodburner and flue. Open up fireplace in bedroom and install cast iron fireplace for effect. Re-painting of front door and install Sky TV dish
No objection subject to the Listed Building Officer being content with the application.
3. **17 REEVE STREET, POUNDBURY, DORCHESTER, DT1 3DB - WD/D/16/000888**
Proposed single storey extension to the rear of the existing dwelling.
No objection
4. **KINGS ARMS HOTEL, 30 HIGH EAST STREET, DORCHESTER, DT1 1HF - WD/D/16/000777 + WD/D/16/000778**
Refurbishment of the Grade 2* listed building. Substantial works at ground floor to remove the existing conservatory, extend the WC block and relocate the kitchen to the centre of the building. Works to the upper floors to remove modern fire lobbies from bedrooms and installation of two new skylights at roof level
No objection subject to the Listed Building Officer being content with the application and the Committee welcomed the restoration of the building.
5. **12 CEDAR ROAD, DORCHESTER, DT1 2PX - WD/D/16/001079**
Replace existing windows with double glazed UPVC (Part retrospective)
No objection. The Committee was unclear why these works required planning approval.
6. **FLAT, 34A HIGH WEST STREET, DORCHESTER, DT1 1UP - WD/D/16/000901**
Change of use from B1 (offices) to C3 (residential for ground floor)
No objection
7. **9 PLASSEY CLOSE DORCHESTER DT1 2PR – WD/D/16/001264**
Erection of a dwelling with 2 no. off road parking spaces and refuse area
No objection

South Ward (Councillors C Biggs/R Potter/M Rennie)

8. **7 BARNES WAY, DORCHESTER, DT1 2DZ - WD/D/16/000748**
Erection of two dwellings and extension of residential curtilage.

No objection, however, the Committee requested that the trees on site should be retained and protected and the front building line of the two dwellings should be in line with the host/adjacent dwelling (No 7) on the adjoining site to the north.

9. **4 DRAY HORSE YARD, DORCHESTER, DT1 1GS - WD/D/16/000846 + WD/D/16/000812**

Alter existing shop front to form a bi-folding door + Erect shop signage
No objection

10. **St.Osmunds C.E. Middle School, Barnes Way, Dorchester, DT1 2DZ - WD/D/16/001216**

Proposed 2 storey classroom building annexe, replacement games court with floodlighting and fencing, removal of existing sports pavilion, replacement car park, footpath widening and zebra crossing
No objection

West Ward (Councillors J Hewitt/ T Jones)

11. **52 BRIDPORT ROAD, DORCHESTER, DT1 2NQ - WD/D/16/001206**

Erection of dwelling with associated access and parking and re-location of existing driveway
No objection

12. **12 BUTTERMARKET, POUNDBURY, DORCHESTER, DT1 3AZ - WD/D/16/001178**

Change of use from office and retail to D1 use - healthcare for a private chiropody/podiatry practice and associated healthcare professions. Installation of partition walls to create 3 treatment rooms, a staff/storage room, waiting room and disable access public toilet
No objection

Additional Applications

13. **62 High West Street, Dorchester – WD/D/16/001078 – Listed Building Consent**

Replacement fireplace. Installation of wood burner in dining room
No objection

14. **Colson House, 36 High Street, Fordington - WD/D/16/000792**

Remove modern cement render from street and garden side elevations
No objection

15. **49 High East Street, Dorchester - WD/D/16/000868**

Internal alterations to new part of guesthouse to convert the existing 3 single guest rooms into one family room
No objection

Dorchester Town Council

Management Committee

12 July 2016

Present: Councillors C. Biggs, A. Canning, F. Kent-Ledger, R. Potter (Chairman) and K. Rice.

In Attendance: J. Drew, Dorset Wildlife Trust.

Apologies: The Mayor Councillor T. Harries and Councillors G. Duke, J. Hewitt, S. Jones, T. Loakes, A. Lyall, M. Rennie and D. Taylor.

1. Minutes

The Minutes of the Meeting of the Committee held on 10 May 2016, adopted by Council on 24 May 2016, were taken as read and were confirmed and signed by the Chairman as a correct record.

2. Community Activities Panel

The Committee considered the minutes of the Community Activities Panel held on 1 June 2016 (Appendix 1 to the minutes). Members felt that the Queen's 90th birthday event in the Gardens had gone well and were pleased with the arrangements made by Dorchester Arts for the bar.

The Deputy Town Clerk updated Members on progress with the arrangements for the Council's Kut Day later in the month.

Resolved

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

3. Lubbecke Way / Red Cow Farm – Mill Stream – In River Enhancement Scheme

The Committee welcomed Jacob Drew from the Dorset Wildlife Trust who explained a proposal for some in river enhancement works in the area of Lubbecke Way and Red Cow Farm which would improve the river habitat. It was noted that consent would be required from the Environment Agency which would not be forthcoming if the works were to increase the chances of flooding. In respect of a reported request about possibly enhancing the old swimming area just to the far side of Greys Bridge it was noted that the DWT project was being funded for habitat and not amenity within the SSSI and the boundary of that designation was Greys Bridge so unfortunately this would not be possible as the swimming area fell on the other side of the bridge outside of the SSSI. The representative agreed that he would speak with the farmer

about the possibility of increasing the width of the pathway along the bank of the river.

Resolved

That the project be welcomed and supported.

4. Management Arrangements

The Committee considered a new style report from the Outdoor Services Manager updating it on the work undertaken and the achievements made by the Outdoor Services Team. Members welcomed the new style of report and noted that they could report any issues at any time to Council staff.

Resolved

That the Outdoor Services Team update be noted.

5. Projects Update 2016-17

Members had before them a report by the Deputy Town Clerk which updated them on the projects agreed to be undertaken during 2016-17. The Deputy Town Clerk responded to Members detailed questions and the Committee was pleased with the progress made on the projects to date.

Resolved

That the progress on the projects being undertaken during 2016-17 be welcomed.

6. Borough Gardens – New Tennis Courts

Members considered a report by the Deputy Town Clerk which updated them on the progress being made in respect of building a new set of tennis courts on the old bowling green in the Borough Gardens.

The Committee considered proposed plans for the new courts and whether access to the new courts should be provided after the Gardens were closed at the height of the summer and agreed that this could not be justified based on the number of entries into courts 3 and 4 at 9.00pm the previous summer which was just two. Members also agreed that the tender list for the project only include companies that were Sports and Play Construction Association members.

During consideration of this matter Members asked whether something could be done to improve the bamboo area between the corner of the old bowling green and facilities buildings.

Resolved

- (1) That the plans for the new courts be approved.
- (2) That the tender list for the project only include companies that are Sports and Play Construction Association members.

7. Borough Gardens – Marie Curie Area of Tranquillity

Members considered a report by the Deputy Town Clerk on a request received from the Chairman of the local branch of Marie Curie who wished to create a small memorial garden with a plaque for Marie Curie in the Borough Gardens. It was noted that the feedback from the recent Green Flag assessment had suggested that the existing area of daffodil planting in the green area just south of the triangle of land that was seen when you entering from Prince's Street would benefit from some more intensive planting of daffodils and the Committee felt that this area could be ideal for the area of tranquillity especially if the bench at the top end could be opened up which provide a nice vista of the daffodils and fountain.

Resolved

That the request for a Marie Curie area of tranquillity in the Borough Gardens be approved as set out above.

8. Football Pitch Allocation in Dorchester 2016-17

The Committee considered a report by the Deputy Town Clerk which set out proposals for football pitch allocation for the 2016-17 season as set out below:-

- That the Council reduces its supply of adult pitches by one at Sandringham Sports Centre.
- That the Council takes the Great Field Pitches out of use for this season (two x Junior Youth pitches).
- That the Council converts the adult pitch at Sandringham Sports Centre to a Junior Youth pitch.
- Thomas Hardye School has agreed to convert one of its adult pitches to a Junior Youth pitch.
- The Council to provide an additional mini pitch at Weymouth Avenue Recreation Ground.

Resolved

That the proposals for football pitch allocation in 2016-17 be agreed.

9. **Dorchester Disabled Club – Grant Application**

Members considered a grant application from the Dorchester Disabled Club which was seeking a grant of £1,000 towards a new replacement adapted mini bus the total cost of which was £50,000.

The Committee supported the application but felt that the Club could increase its charges to help it become more sustainable in the future and that it should also consider contacting the Fleet Manager at Dorset County Council as that Council was reducing the number of vehicles it used quite significantly and might be able to offer a suitable second hand vehicle at a much reduced price.

Resolved

That the grant application of £1,000 be agreed and that the Club be informed of this Committee's view that it should consider increasing its charges to help it become more sustainable in the future and that it should also consider contacting the Fleet Manager at Dorset County Council as that Council was reducing the number of vehicles it used quite significantly and might be able to offer a suitable second hand vehicle at a much reduced price.

10. **A National Memorial to The County Infantry Regiments of Devon and Dorset**

The Committee considered correspondence from The Devonshire and Dorset Regiment seeking support for a project to establish a memorial to the county regiments of Devon and Dorset at the National Memorial Arboretum. The total cost of the project was £140,000.

Members felt that the town had many historic links with the Regiment and the project should be supported. It was also felt that, once unveiled, the memorial could be the basis of a 2017 WW1 commemoration event.

Resolved

That a contribution of £1,000 be made to the proposed National Memorial to The Regiments of Devon and Dorset.

11. **Cemetery Matters**

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

The Committee had before it a report with details of the Grants of Exclusive Right of Burial for grave spaces and 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 4168 to 4181 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

12. Buildings Monitoring Report

The Committee received the monitoring reports for the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House. The Deputy Town Clerk gave background detail to the reasons behind differences in the year to year income/session comparator figures.

Members requested that the Council Chamber and Town Hall doors be re-painted in a solid colour.

Resolved

- (1) That the Buildings Monitoring Report be noted.
- (2) That the Council Chamber and Town Hall doors be re-painted in a solid colour.

13. Dorchester Arts

The Committee received and noted the minutes of the liaison meeting between Dorchester Arts Board and Town Councillors held on 20 June 2016. Members were pleased that the arrangement was generally going well.

Chairman

Dorchester Town Council

Community Activities Panel

1 June 2016

Present: Councillors C. Biggs, T Harries, S. Jones, F. Kent-Ledger, T. Lyall, M.E. Rennie (Chairman) and D. Taylor.

In attendance: Councillor J. Hewitt, Sam Wood (Dorchester Arts).

Apology: Councillor K. Rice.

1. Queen Elizabeth II 90th Birthday Celebrations

The Panel had before it an itinerary for the Picnic Style Street Party to Celebrate Queen Elizabeth II's 90th Birthday to be held at the Borough Gardens on Sunday, 12 June 2016. The Clerk to the Panel confirmed to Members that the final preparations were underway, that plenty of signage for the various attractions would be placed in the Borough Gardens on the day and that extra bins had been ordered. The Panel noted that former Town Councillor and Mayor, Leslie Phillips would be creating a display of commemorative china in the Borough Gardens House prior to the event. Members heard from Sam Wood of Dorchester Arts that a large bar would be available on the day and that it would be well stocked. Members were concerned about staffing arrangements for the event and reiterated the need for extra staff for the bar. The Panel heard that the event had been well promoted on Facebook and that a good number of Members had volunteered to help on the day.

2. WW1 Commemorations

The Panel heard that arrangements for the Kut Day and Battle of the Somme themed event to be held in the Corn Exchange on Tuesday, 26 July were well underway. Members requested that the Clerk to the Panel invite a number of different organisations and faith groups from the town to have an involvement in the event. The Panel requested that activities for children be included in the event.

Recommended

(1) That a number of different organisations and faith groups be invited to have an involvement.

(2) That activities for children be provided at the event.

3. Applications for Financial Assistance

The Panel considered grant applications which had been received.

Recommended

(1) That the application from the Dorset Food and Arts Festival be approved and that £250 be awarded to help with the costs for the Children's Activities that would be provided at the Festival. Members requested that a note be sent to the organisers requesting that when planning future events that consideration be given to other events that would be taking place in the Town when selecting a date.

(2) That a grant of £500 be awarded to Landance CIC for dance workshops for young people to be held in Dorchester in the Summer Holidays.

Dorchester Town Council

Policy Committee

19 July 2016

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

Also present: Councillor J. Hewitt, Louise Sheaves of Dorchester Arts Board

Declarations of Interest: Councillor R. Biggs declared a non-pecuniary interest as a trustee of the new Dorchester Youth Centre (Minute 3)

1. Minutes

The Minutes of the Committee of 17 May 2016, adopted by Council on 24 May 2016, were taken as read and confirmed and signed by the Chairman as a correct record.

2. Financial Report 2016-17

The Town Clerk provided an update covering the Council's Month 3 spend in relation to the budget, a decision to invest £1.0M in the Payden and Rygel Sterling Reserve Fund and the current debt and payments position.

He responded to questions regarding the security of assets held in the Payden and Rygel Fund and there was general support for continuing with the planned investment.

Resolved

That the Payments list totalling £181,032.60 is approved

3. Corporate Plan – Key Events since last full Update in May 2016

The Committee received a report covering progress on projects included in the Corporate Plan.

The Town Clerk updated the meeting with the news that neither of the two projects submitted as Expressions of Interest as part of the national Growth Deal 3 programme would be taken further by the Dorset LEP. A report on the impact of this decision on the Heritage Tourism in Dorchester project will be made to a future meeting.

Having previously undertaken a site visit on The Walks the Committee indicated it was open to considering how, as an alternative to speeding up the delivery of further phases of The Walks programme, the savings arising from reduced cost of implementing the programme might be used to expand the works planned for South Street. The Town Clerk will report on options to the September Committee.

The Committee considered a request for a grant from Dorset County Museum, based on the information received at the presentation made by the Museum on 28 June. They also noted the potential for a long term loan towards the project.

Recommended to Council

That a grant of £25,000 is made to the Dorset County Museum, with conditions to be agreed between the Town Clerk and the Museum Director.

Resolved

That the Town Clerk explores, with West Dorset District Council and other parties, how the Town Council might facilitate a loan to the County Museum, secured against future s106 payments from Poundbury Phase 3/4.

4. Standing Orders and Financial Regulations

The Town Clerk introduced a new document, based on NALC models, noting key variances to the NALC templates on which the draft document is based.

Recommended to Council

That the draft Standing Orders and Financial Regulations, included on pages 9 – 20 of the Policy Committee Agenda (available for viewing on the Council website) be adopted

5. Public Bodies (Admission to Meetings) Act 1960

Resolved

That, in view of the fact that publicity would be prejudicial to the public interest, by reason of the confidential nature of the following matters, the public and press representatives be excluded from this meeting during their discussion.

6. Dorchester Arts and The Maltings

Louise Sheaves, Chair of Dorchester Arts Board, provided an update on The Maltings project. The Committee was appreciative of the update and was generally supportive of the direction being advocated.

Resolved

That the Town Council sponsor discussions with key players involved in the project to understand the level of support for the direction that the project is taking, and subject to a positive outcome of those discussions, provides financial support to a maximum of £8,400, for a feasibility study into the delivery of the project.

Chairman

DORCHESTER TOWN COUNCIL

26 JULY 2016

REPRESENTATIVES ON OUTSIDE BODIES

	2015/16 Rep (brackets = over 4 years)	Expressions of Interest for 2016/17
Internal Roles		
DAPTC Larger Towns Rep	(R. Potter)	R. Potter
Footpath Liaison Officer	T. Loakes	Propose all Members raise issues as they arise
Charitable Trusteeships		
Dorchester Municipal Charities (1 change per year agreed with DMC, 2016/17 implemented)	J. Hewitt, (S.Hosford), (F. Kent-Ledger), (M. Rennie)	G. Duke
Ashley Churchill & Thorner Trust (2)	(C. Biggs), (R. Potter)	C. Biggs, R. Potter, A. Chisholm, G. Duke
Bodies we support financially		
Dorchester Arts	F. Kent Ledger	F. Kent-Ledger
Dorchester BID	(M. Rennie)	A. Chisholm, S. Hosford, D. Taylor, R. Potter
Dorchester Youth & Community Centre	K. Rice	K. Rice
Other Organisations we work with		
Dorchester & Sherborne CAB	G. Duke	-
Dorset Neighbourhood Justice	R. Potter	Not operational at present
Dorchester Association L. History & Arch.	B. Armstrong-Marshall	D. Taylor
Dorchester Bayeux Society	D. Taylor	D. Taylor
Dorchester Lubbecke Society	(T. Harries)	T. Harries
Dorchester Holbaek Society	(S. Jones)	No longer operational
Heart of Wessex Rail Partnership	G. Jones	G. Jones, D. Taylor
St Osmund's Community Sports Centre	(S. Jones)	S. Jones
Thomas Hardy Society	A. Chisholm	A. Chisholm
Transition Town Dorchester	T. Loakes	T. Loakes, D. Taylor
Volunteer Centre Dorchester	J. Hewitt	J. Hewitt
Dorset Broadcasting Action Group	D. Taylor	D. Taylor

1. Based on Expressions of Interest received the following issues need to be resolved: -
 - It is proposed that no appointment is made to the role of Footpath Liaison Officer, with Members reporting items to Town Council staff as they identify them, for onward communication to Dorset County Council
 - Ashley Churchill & Thorner Trust - Two representatives to be appointed. For continuity it is proposed that one appointee comes from existing representatives. Appointment is for 3 years

- Dorchester Municipal Charities - One new trustee will be appointed each year, the 2016 appointment having been made in May. Proposed that Councillor Duke takes the vacancy arising in 2017
- A decision is required for Dorchester BID
- An appointee is required for the Dorchester and Sherborne CAB
- A decision is required regarding the Heart of Wessex Rail Partnership