



Dorchester Town Council

Council Offices, 19 North Square, Dorchester, Dorset. DT1 1JF

Telephone: (01305) 266861

For further information contact a.stuart@dorchester-tc.gov.uk

You are summoned to a **Meeting** of the **Dorchester Town Council** to be held on the Zoom Video conferencing facility <https://us02web.zoom.us/j/86059985390> on **Monday 28 September 2020** at **7.00pm**, to conduct the following business: -

1. **Apologies & Minutes (Page 3)**

To confirm the Minutes of the meeting of Council held on 27 July 2020.

3. **Presentations, Communications, Questions and Motions**

a) To receive a short presentation from Richard Brown and Zoey Ingarfield of the "A National Park for Dorset" team and consider the following recommendation

"That the Town Clerk be invited to prepare a report to the next meeting of the Policy Committee considering the impacts of a National Park for Dorset on Dorchester"

b) To receive communications from the Mayor

4. **Minutes of Committees**

To receive and consider the Minutes of the following Committees:

Planning & Environment Committee	3 August 2020	Page 6
Planning & Environment Committee	7 September 2020	Page 10
Management Committee	14 September 2020	Page 21
Policy Committee	21 September 2020	Page 24

5. **Dorset Council Matters**

To receive updates from Dorchester Ward Members of the Dorset Council

Adrian Stuart Town Clerk
23 September 2020

Public Questions

If you have a question you wish to ask of the Council please contact the clerk a.stuart@dorchester-tc.gov.uk by 9.00am on the morning of the meeting. He will arrange for the question to be put to Council and for a response to be provided.

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 on a specific item please contact the clerk a.stuart@dorchester-tc.gov.uk by 9.00am on the morning of the meeting so that arrangements can be made.

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

Dorchester Town Council

Meeting of the Dorchester Town Council

27 July 2020

The meeting was conducted using Zoom videoconferencing.

Present: Mayor R. Biggs and Councillors, S. Biles, A. Canning, A. Chisholm, L. Fry, J. Hewitt, F. Hogwood, S. Hosford, G. Jones, S. Jones, F. Kent-Ledger, D. Leaper, A. Lyall, R. Major, R. Potter, M. Rennie, R. Ricardo and D. Taylor.

Apologies: Councillors B. Armstrong-Marshall and T. Harries.

10. **Minutes**

The minutes of the meeting of Council held on 18 May 2020 were confirmed and will be signed by the Mayor as a correct record at the next opportunity.

11. **Presentations, Communications, Questions and Motions**

Daniel Cadisch, Chief Officer at Citizens Advice, presented their experience of the caseload during lockdown and the issues that were likely to emerge as the town comes out of lockdown. He recognised the role of volunteers, collaboration with other volunteer groups and new ways of remote and on site working that had allowed services to continue to be provided.

The key issues during lockdown related to employment and shielding and Daniel recognised that these would continue to dominate during the recovery period, along with a building debt caseload which had been on hold. Citizens Advice were seeking to establish a Specialist Employment Unit to assist both employees and employers to respond to the changed circumstances. The Mayor thanked Daniel for his report.

The Mayor reported his attendance at the opening of the new scoreboard for Dorchester Cricket Club. He also highlighted ongoing meetings with Chris Loder MP, inviting Members to raise issues for his attention. He had been approached by the Peace Partnership and had asked the Clerk to report to a future meeting regarding the possibility of declaring Dorchester as a peace town.

12. **Planning and Environment Committee – 1 June 2020**

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 1 June 2020 be adopted.

13. **Planning and Environment Committee – 6 July 2020**

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 6 July 2020 be adopted.

14. **Management Committee – 13 July 2020**

It was proposed and seconded that the minutes of the meeting be adopted. A Member commended the community wildflower initiative and new play equipment at Salisbury Fields.

Resolved

That the minutes of the meeting of the Management Committee held on 13 July 2020 be adopted.

15. **Policy Committee – 20 July 2020**

It was proposed and seconded that the minutes of the meeting be adopted, with one recommendations for Council decision. The Chairman clarified that final decisions relating to new debt and the role of Dorchester Arts in managing the Municipal Buildings remained subject to decision at Council level.

Resolved

- a) That the Council develops an implementation programme to include
 - Procurement of the reroofing of the Council Chamber, Corn Exchange and apse (cost estimate £820,000)
 - To include discussions with users to keep the building closed to deliver these works at the earliest opportunity
 - More detailed development of the Offices over Biomass option, being
 - Submission of a planning application to Dorset Council for a two storey extension into the Car Park (cost estimate £460,000)
 - The conversion of the upper space into offices, on the assumption that once completed, the Town Council would move into this space, possibly with other community partners
 - The conversion of the ground floor into a multi-use space, specifically meeting the needs of groups to meet, for food preparation for casual hires, and dressing room space for performers, as well as facilities for disabled staff and users (cost estimate for these two parts £520,000)
 - Preparation of a loan request for up to £1.4 Million from the Public Works Loan Board, to supplement the use of existing Earmarked Reserves totalling £400,000
- b) That a Task and Finish Group is established, consisting of the Mayor, Chairs of Policy and Management Committee and the relevant Outside Body Representative, to discuss options for the future involvement of Dorchester Arts in the operation of the building
- c) That the minutes of the meeting of the Policy Committee held on 11 May 2020 be adopted

16. **Dorchester Heritage Joint Committee – 26 May 2020 and 21 July 2020**

Council noted receipt of the draft minutes.

17. **Update from Dorchester Ward Members of the Dorset Council**

Councillor S. Jones identified that the Local Plan consultation would commence in October and that a meeting would soon take place regarding s106 monies.

Councillor Rennie identified the Covid 19 related impact on the Housing Register of placing the homeless in emergency accommodation and also noted a meeting to be held to distribute car boot funds.

Councillor Canning reported the successful rollout of the new sitting out licences, and responded to concerns raised by a Member related to the space occupied by the Reloved café. He also highlighted future consultation was due on cycle routes. Councillor Fry reported that the activity of the Dorchester Community Support Group would be suspended as lockdown ends.

Councillor Biggs identified the work of the Audit and Governance Committee on new corporate KPIs and highlighted its role in reviewing councillor complaints.

One of the Councillors confirmed that traffic wardens were operating as usual on illegal parking issues. It was confirmed that, while Dorchester Library would reopen, the staff working at the TIC were still working on other duties.

Mayor

Council rose at 8.00pm.

Dorchester Town Council

Planning and Environment Committee held via Zoom Video Conferencing

3 August 2020

Present: The Mayor, Councillor R Biggs and Councillors A. Canning, L. Fry, J. Hewitt, S. Hosford, G. Jones, F. Kent-Ledger, R. Major, R. Potter (Chairman), M.E. Rennie and R. Ricardo.

Apologies: Councillors T. Harries and E.S. Jones

Also in attendance: Councillor D Leaper

19. **Declarations of Interest**

Councillor Fry stated that as a member of Dorset Council's Area Planning 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 but not vote on planning applications at this meeting

20. **Minutes**

The minutes of the meeting of the Committee held on 6 July 2020 were confirmed and approved to be signed by the Chairman.

21. **Dorset County Hospital Masterplan Update**

The Committee received an update on how the hospital had been affected by Covid 19, the Multi Storey Carpark planning application (WD/D/19/002627) and the proposed Masterplan which was available to view at <https://www.dchft.nhs.uk/about/site-development> from Nick Johnson, Director of Strategy, Transformation and Partnerships at Dorset County Hospital.

The Committee were informed that the application for the Multi Storey carpark was likely to go before the Dorset Council's Northern Area Planning Committee on 18 August 2020. The Committee were informed that the Hospital had noted the comments of the Committee in their response to the application and that they had worked with Dorchester Town Council to mitigate the loss of trees on the site.

The Committee heard that Dorset County Hospital had been allocated £62.5m from the Department of Health and Social Care's Health Infrastructure Plan for an Integrated Emergency, Community and Primary Care Hub, which it was anticipated could be completed by 2025 although the Committee recognised that this was in part dependent on the release of the land as a result of the delivery of the Multi Storey Carpark.

22. **Planning Applications for Comment**

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

23. **Minute Update Report**

Members noted the Minute Update Report.

24. **Planning Issues to Note**

Members noted the Planning Issues reported.

25. Urgent Items

i) Litter in South Street

The Committee heard that Litter Free Dorset had received a complaint from a member of the public regarding litter in South Street caused by Seagulls tearing apart refuse bags left out by businesses. The Committee noted that Litter Free Dorset had suggested that a meeting with the Dorchester BID, The Dorchester Chamber for Business, Town Council and Litter Free Dorset be arranged to discuss possible solutions.

ii) ReLoved Sitting Out Licence

The Committee discussed the application for a sitting out licence which had been submitted by ReLoved and initially considered via email. It was agreed that the application should be further discussed as the Committee had had conflicting opinions.

The Committee wanted to be supportive of the application (as with all sitting out licence applications that had been received during the Covid pandemic) however, the Committee felt that the size of the proposed area would be detrimental to neighbouring businesses.

The Committee were aware that ReLoved were already operating in the outdoor space of the proposed area and felt that the seating area was causing a visual barrier to the neighbouring businesses and discouraging potential customers from visiting them. Members of the Committee had received complaints regarding the volume of the music that was being played and questioned if a music licence was required and if it had been obtained. The Committee also raised concerns about the gazebos in use and felt their positioning was having a negative impact on the appearance of the historic area.

The Committee felt that due to the size of the seating area, it was creating a too narrow space in the Cornhill area which would cause difficulties for passing pedestrians to social distance from each other.

The Committee requested that the size of the area for outdoor seating be curtailed to the area in front of the premises and that the width of the proposed area into the highway be reduced.

Resolved

- i) That the Clerk to the Committee inform Litter Free Dorset that the Town Council would be supportive of meeting with them, The Dorchester BID and Dorchester Chamber of Business to discuss possible measures to alleviate the problems caused by Seagulls in the Town Centre.
- ii) That the Clerk to the Committee notify the Dorset Council of the Planning Committee's comments.

Dorchester Town Council - Planning and Environment Committee 3 August 2020

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

No applications.

North Ward (Councillor A. Canning)

- N1.** [WD/D/20/001531 52 SOUTH STREET, DORCHESTER, DT1 1DQ](#)
Display of 1.no illuminated fascia sign and 1no illuminated projection sign.
No objection.
- N2.** [WD/D/20/001530 AGRICULTURE HOUSE, ACLAND ROAD, DORCHESTER, DT1 EF](#)
The erection of 1.no 5m high ANPR camera column.
No objection.
- N3.** [WD/D/20/001535 DORSET COUNTY MUSEUM, 66 HIGH WEST STREET, DORCHESTER, DT1 1XA](#)
External alterations/repairs to south elevation to include rebuilding of parapet.
No objection.
- 4.** [WD/D/20/001536 DORSET COUNTY MUSEUM, 66 HIGH WEST STREET, DORCHESTER, DT1 1XA \(Listed Building consent\)](#)
Various external alterations/repairs to south elevation including further fixing of wall ties, rebuilding of parapet and repairs to windows and alterations to roof lantern.
No objection.

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

- W1.** [WD/D/20/001500 25 COBURG ROAD, DORCHESTER, DT1 2HN](#)
Erection of car port.
No objection.

South Ward (Councillors G. Jones, R. Potter and M. Rennie)

- S1.** [WD/D/20/000498 44 MELLSTOCK AVENUE, DORCHESTER, DT1 2BQ](#)
Erection of two storey rear extension & front porch.
No objection.
- S2.** [WD/D/20/001512 1 EGDON ROAD, DORCHESTER, DT1 2EA](#)
Erect single storey extension to provide annexe accommodation. Modify existing vehicular access and create additional parking (demolish existing garage).
Objection.
The Committee considered the application and raised concerns that the annexe accommodation would be considered a separate dwelling to the hosting property. The Committee concluded that the extension was over development of the site and that it would be overpowering to the original building, contravening Env 12 of the adopted Local Plan.

Poundbury Ward (Councillors R. Biggs and S. Hosford)

P1. [WD/D/20/000674 LAND AT PARKWAY FARM BUSINESS PARK, MIDDLE FARM WAY, POUNDBURY \(Amended Plan\)](#)

Display of 1no. non-illuminated estate agents hoarding sign.

Objection.

The Committee considered the hoarding sign to be too big which would result in it being too overbearing for the location, dominating the street scene. The Committee felt that it would have too much of a negative impact on the local landscape, in particular the view towards Maiden Castle. The Committee agreed that the application contravened ENV14 of the adopted Local Plan.

P2. [WD/D/20/001366 CASTLE VIEW NURSING HOME, BRIDPORT ROAD, POUNDBURY, DORCHESTER, DT1 3SD](#)

Erection of extension to ground floor lounge, extension of ground floor entrance lobby and loft conversion to bedroom on second floor roof.

No objection.

East Ward (Councillors T. Harries, S. Jones, F. Kent-Ledger and R. Major) & West Ward (Councillors L. Fry, J. Hewitt and R. Ricardo)

EW1. [WD/D/20/001582 VARIOUS SITES IN WDDC AREA](#)

Notification of intention to remove 23 public payphones.

Location	Av. Calls Per Month	Ward
Fordington Cross, High Street Fordington	5	East Ward
JCN Maud Road / Olga Road	11	West Ward
		No objection

Dorchester Town Council

Minutes of the Planning and Environment Committee held via the Zoom Video Conferencing

Platform

7 September 2020

Present: The Mayor, Councillor R Biggs and Councillors A. Canning, L. Fry, J. Hewitt, S. Hosford, E.S. Jones, G. Jones, F. Kent-Ledger, R. Major, R. Potter (Chairman), M.E. Rennie and R. Ricardo.

Apologies: Councillor T. Harries

Also in attendance: Councillors S. Biles, F. Hogwood and D Leaper

26. Declarations of Interest

Councillor Fry stated that as a member of Dorset Council's Area Planning 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 but not vote on planning applications at this meeting.

Councillors Fry and Rennie stated that as existing and former members of Dorset Council's Licensing Committee they would keep an open mind on agenda items 4 and 5 and consider all information at each stage of the decision process. They would take part in the debate but not vote on agenda items 4 and 5 at this meeting.

27. Minutes

The minutes of the meeting of the Committee held on 3 August 2020 were confirmed and approved to be signed by the Chairman.

28. Dorchester South Station

A Member of the Committee raised concerns about the appearance of Dorchester South Train Station, in particular the Alfred Road entrance. The Committee heard that the wall to the Station had collapsed a number of years previous and had been left unsightly and susceptible to litter which had become further apparent after vegetation works had been previously completed, therefore creating a poor impression of the Town to visitors and residents. Despite previous requests to Network Rail to repair the wall, no improvement had been made.

The Committee requested that the Clerk to the Committee contact Network Rail and request that the wall be repaired and the litter removed as a matter of urgency.

Resolved

- I. That the Clerk to the Committee contact Network Rail and request that the wall be repaired and the litter removed.

29. Dorset Council Draft Licensing Policy

The Committee noted the Dorset Council's draft licencing policy. The Committee authorised the Clerk to the Committee to in consultation with the Chair to the Committee to make a response.

Resolved

- I. That the Clerk to the Committee be authorised to make a response to the Dorset Council's draft licensing policy in consultation with the Chair to the Committee.

30. Dorset Council Draft Gambling Policy

The Committee noted the Dorset Council's draft gambling policy and wished to make no comment.

31. Changes to the Current Planning System Consultation on Changes to Planning Policy and Regulations

The Committee considered the draft response to the Ministry of Local Housing, Communities and Local Government's Consultation on Changes to Planning Policy and Regulations and agreed on various points to submit.

Resolved

- I. That the Clerk to the Committee in consultation submit the Committee's response (included in these minutes set out in Appendix 1) to the Ministry of Local Housing, Communities and Local Government's Consultation on Changes to Planning Policy and Regulations.

32. Cycling and Walking Plans

The Committee noted a report on the Local Cycling and Walking Infrastructure Plan.

The Committee agreed that it would support plans for walking and cycling improvements in Bridport Road and Fairfield Road which were being considered by the Dorset Council should they be proposed.

The Committee felt that that a more complete plan to connect the surrounding towns and villages to Dorchester, was needed, in particular the route to Kingston Maurward would be beneficial to the Town.

33. Flood Risk Management Works in and Around Dorchester

The Committee noted the Environment Agency's August update and welcomed the proposed improvement works.

34. Planning Applications for Comment

The Committee considered the planning applications referred to the Council for comment by Dorset Council (Appendix 2).

35. Minute Update Report

There were no minute updates to report.

36. Planning Issues to Note

The Committee noted that Application WD/D/19/002627 DORSET COUNTY HOSPITAL, WILLIAMS AVENUE, DORCHESTER, DT1 2JY would be going before the Dorset Council's Northern Area Planning Committee on 15 September 2020. It was agreed that the Chairman of the Committee would submit a statement that reiterated the previous comments of the Planning and Environment Committee.

Dorchester Town Council

Planning and Environment Committee 7 September 2020

Changes to the Current Planning System

Step 1 Setting the baseline – providing stability and certainty by incorporating a blend of household projections and stock

Q1: Do you agree that planning practice guidance should be amended to specify that the appropriate baseline for the standard method is whichever is the higher of the level of 0.5% of housing stock in each local authority area OR the latest household projections averaged over a 10-year period?

No, we believe that the appropriate baseline for the standard method should be based on household projections only. There is no merit in insisting on new homes where there is no need within a particular locality.

Q2: In the stock element of the baseline, do you agree that 0.5% of existing stock for the standard method is appropriate? If not, please explain why.

No, 0.5% of existing stock for the standard method is not appropriate. If the duty to cooperate has been removed, a Unitary Authority with tightly drawn borders would be unable to cope with additional housing away from where it was required.

Step 2 Adjusting for market signals – maintaining price signals using the current affordability ratio and the change in affordability over the last 10 years

Q3: Do you agree that using the workplace-based median house price to median earnings ratio from the most recent year for which data is available to adjust the standard method's baseline is appropriate? If not, please explain why.

Yes, however it is still not enough to meet the needs of the local community living on low incomes. Dorset suffers from South West wages and South East property prices. Local property prices need to reflect local wages.

Q4: Do you agree that incorporating an adjustment for the change of affordability over 10 years is a positive way to look at whether affordability has improved? If not, please explain why.

No and particularly not during the current climate. It is impossible to know what will be required in the future. The country is in recession and the 'new normal' has yet to be defined.

Q5: Do you agree that affordability is given an appropriate weighting within the standard method? If not, please explain why.

No, affordability has not been given an appropriate weighting. The answer should not be to increase the level of building until the small percentage of allocated affordable housing has

finally met the needs of the local community but to increase the percentage of affordable housing to meet the existing needs

Do you agree that authorities should be planning having regard to their revised standard method need figure, from the publication date of the revised guidance, with the exception of:

Q6: Authorities which are already at the second stage of the strategic plan consultation process (Regulation 19), which should be given 6 months to submit their plan to the Planning Inspectorate for examination?

No response

Q7: Authorities close to publishing their second stage consultation (Regulation 19), which should be given 3 months from the publication date of the revised guidance to publish their Regulation 19 plan, and a further 6 months to submit their plan to the Planning Inspectorate?

No response

If not, please explain why. Are there particular circumstances which need to be catered for?

Q8: The Government is proposing policy compliant planning applications will deliver a minimum of 25% of onsite affordable housing as First Homes, and a minimum of 25% of offsite contributions towards First Homes where appropriate.

Which do you think is the most appropriate option for the remaining 75% of affordable housing secured through developer contributions?

Please provide reasons and / or evidence for your views (if possible):

- i) Prioritising the replacement of affordable home ownership tenures, and delivering rental tenures in the ratio set out in the local plan policy.*
- ii) Negotiation between a local authority and developer.*
- iii) Other (please specify)*

i) Prioritising the replacement of affordable home ownership tenures, and delivering rental tenures in the ratio set out in the local plan policy. This avoids lengthy negotiations and trade off between the developer and local authority which would provide clarity and certainty, resulting in increased efficiency and faster build times.

With regards to current exemptions from delivery of affordable home ownership products:

Q9: Should the existing exemptions from the requirement for affordable home ownership products (e.g. for build to rent) also apply to apply to this First Homes requirement?

No response.

Q10: Are any existing exemptions not required? If not, please set out which exemptions and why.

The eligibility restriction of 'new builds only' should be removed from the Help to Buy Equity loan.

Q11: Are any other exemptions needed? If so, please provide reasons and /or evidence for your views.

There should be no exemptions. All sites should be required to deliver affordable homes as a prerequisite to development

Local plans and transitional arrangements

Q12: Do you agree with the proposed approach to transitional arrangements set out above?

No, policies require consistency. If the policy is right, then it should be adhered to.

Level of discount

Q13: Do you agree with the proposed approach to different levels of discount?

Yes.

In reference to paragraph 61, It must be remembered that First Homes will still contain people, therefore the Community Infrastructure Levy must still be so as to ensure that all levels can provide proper amenities.

Q14: Do you agree with the approach of allowing a small proportion of market housing on First Homes exception sites, in order to ensure site viability?

In principle yes, but 'small' must be clearly defined and must be small. For instance, 1 out of 3; up to 3 out of 10; no more than 15% thereafter.

Q15: Do you agree with the removal of the site size threshold set out in the National Planning Policy Framework?

Yes

Q16: Do you agree that the First Homes exception sites policy should not apply in designated rural areas?

Yes

For each of these questions, please provide reasons and / or evidence for your views (if possible):

Q17: Do you agree with the proposed approach to raise the small sites threshold for a time-limited period?

No, for example; 40 homes without an affordable component is far too large.

Q18: What is the appropriate level of small sites threshold?

i) Up to 40 homes

ii) Up to 50 homes

iii) Other (please specify)

The threshold should remain at 10, anything above is too high for areas such as Dorset where local wages do not reflect local house prices. A development of up to 40 homes in Dorset is quite considerable, in order to meet the local need for affordable housing to reflect the average wage in the area focus must be given to these needs ahead of SME's.

Q19: Do you agree with the proposed approach to the site size threshold?

In principle, yes.

Q20: Do you agree with linking the time-limited period to economic recovery and raising the threshold for an initial period of 18 months?

No response.

Q21: Do you agree with the proposed approach to minimising threshold effects?

No response.

Q22: Do you agree with the Government's proposed approach to setting thresholds in rural areas?

No response.

Q23: Are there any other ways in which the Government can support SME builders to deliver new homes during the economic recovery period?

It would be beneficial if Central Government helped to enable SME's to refurbish brownfield sites.

Q24: Do you agree that the new Permission in Principle should remove the restriction on major development?

No, this would be advantageous to large developers at the expense of SME's. To alleviate this it would not be unreasonable to raise the threshold to 50 or 2HA.

Q25: Should the new Permission in Principle for major development set any limit on the amount of commercial development (providing housing still occupies the majority of the floorspace of the overall scheme)? Please provide any comments in support of your views.

Yes. The need is for more housing and particularly more affordable housing. Some commercial / retail is obviously essential, but this should be no more than 25% of the area.

Q26: Do you agree with our proposal that information requirements for Permission in Principle by application for major development should broadly remain unchanged? If you disagree, what changes would you suggest and why?

Yes.

Q27: Should there be an additional height parameter for Permission in Principle? Please provide comments in support of your views.

Yes, but in meters, not in storeys. High-rise buildings are very unlikely to be suitable in a rural area and the local authority should be able to give an early indication that such a development would be unwelcome.

Q28: Do you agree that publicity arrangements for Permission in Principle by application should be extended for large developments? If so, should local planning authorities be:

- i) required to publish a notice in a local newspaper?
- ii) subject to a general requirement to publicise the application or
- iii) both?
- iv) disagree

Both and more. This is vital for local accountability. Local newspapers may not exist or be widely read, local radio stations are also in wide decline, so wide use of all media, social and traditional as appropriate for local circumstance. Statutory bodies and local councillors should be informed early in the process.

Q29: Do you agree with our proposal for a banded fee structure based on a flat fee per hectare, with a maximum fee cap?

Yes.

Q30: What level of flat fee do you consider appropriate, and why?

We don't have sight of what the costs might be so cannot comment.

Q31: Do you agree that any brownfield site that is granted Permission in Principle through the application process should be included in Part 2 of the Brownfield Land Register? If you disagree, please state why.

In principle, yes.

Q32: What guidance would help support applicants and local planning authorities to make decisions about Permission in Principle? Where possible, please set out any areas of guidance you consider are currently lacking and would assist stakeholders.

No response

Q33: What costs and benefits do you envisage the proposed scheme would cause? Where you have identified drawbacks, how might these be overcome?

The obvious advantage is that it would probably be easier to get permission in principle than outline planning permission at present.

The main disadvantage of this proposal is that planning permission in principle may encourage speculative plans which will not lead to viable development due to the constraints of other policies such as the 7 core principles of the NPPF, the constraints in NPPF chapters 7 to 12 and policies covering landscape, building design and positioning and the amenity of neighbours, existing and future residents.

Q34: To what extent do you consider landowners and developers are likely to use the proposed measure? Please provide evidence where possible.

The relaxed measures will provide some landowners and developers to gain permission for plans that in normal circumstances would not be approved. It is imperative that Local authorities and the Planning regime as a whole continue to consider each application for its suitability and viability for the local area.

Dorchester Town Council

Planning and Environment Committee 7 September 2020

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

E1. [WD/D/20/001650 33 EDDISON AVENUE, DORCHESTER, DT1 1NX](#)

Erect two storey rear extension.

Objection

The Committee were concerned that the extension would be overbearing and detrimental, in particular that the proposed extension would impact negatively on the daylight enjoyed by the neighbouring properties and that the proposed extension would also adversely affect the amount of sunlight into neighbouring gardens, contravening policy ENV.16 of the adopted Local Plan. The Committee also considered the proposed materials and design of the extension to be out of character with the existing street scene and felt it would not be harmonious with the existing buildings, nor relate positively with the adjoining buildings, due to the size and height of the proposed extension, severely contravening policy ENV12 of the adopted local plan.

E2. [WD/D/20/001757 1 LANCASTER ROAD, DORCHESTER, DT1 1QH](#)

Erection of flat roof front extension.

No objection.

E3. [WD/D/20/001672 FLAT 6, FORDINGTON HOUSE, ICEN WAY, DORCHESTER, DT1 1NP](#)
[\(Listed Building Consent\)](#)

Works to Replace sections of roof tiles.

Objection.

The Committee agreed that as Fordington House was Grade II* listed it would be inappropriate for the alterations to the roof to be inconsistent with the existing roof. The Committee were concerned that the proposed slates and ridge would not be in keeping with the rest of the building.

North Ward (Councillor A. Canning)

N1. [WD/D/20/001758 THE BLUE RADDLE, CHURCH STREET, DORCHESTER, DT1 1JN](#)

Change of use of first floor residential accommodation to rooms to be used in conjunction with the public house.

No objection.

N2. [WD/D/20/001775 6 ALBERT ROAD, DORCHESTER, DT1 1SF](#)

Application for certificate of lawfulness to confirm that planning permission 1/E/87/137 has been implemented & can be completed.

Objection. The Committee felt strongly that a new application and plans should be submitted.

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

No applications received to date.

South Ward (Councillors G. Jones, R. Potter and M. Rennie)

S1. [WD/D/20/001674 WEYMOUTH AVENUE RECREATION GROUND, WEYMOUTH AVENUE, DORCHESTER](#)

Display of 1.no non illuminated free standing advertising board.

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

S2. [WD/D/20/001762 64 MONMOUTH ROAD, DORCHESTER, DT1 2DG](#)

Erection of timber annex (demolition of existing garage).

Objection.

The Committee considered the application and raised concerns that the annexe accommodation would be considered a separate dwelling to the hosting property.

The Committee felt that the proposed design and materials were inconsistent with the existing street scene, Monmouth Road properties being predominantly built from brick and felt the use of powdered coated aluminium to be inappropriate and would not conform to the nor enhance the local identity therefore contravening both ENV10 and ENV12 of the adopted Local Plan.

S3. [WD/D/20/001555 83 WEATHERBURY WAY, DORCHESTER, DT1 2EE](#)

Erection of single-storey 'wrap around' extension.

No objection.

Poundbury Ward (Councillors R. Biggs and S. Hosford)

No applications received to date.

Dorchester Town Council

Management Committee held via Zoom Video Conferencing

14 September 2020

Present: The Mayor (Councillor R. Biggs) and Councillors S. Biles, A. Canning, L. Fry, J. Hewitt, S. Jones, F. Kent-Ledger (Chairman), D. Leaper, A. Lyall, R. Major, R. Potter, M. Rennie, R. Ricardo and D. Taylor.

In Attendance Councillor G. Jones. M. Derrien – Dorchester Cricket Club.

9. **Minutes**

The Minutes of the Meeting of the Committee held on 13 July 2020, adopted by Council on 27 July 2020, were taken as read and were confirmed and signed by the Chairman as a correct record.

10. **Management Arrangements – Outdoor Services**

The Committee considered a report from the Outdoor Services Manager updating it on the work undertaken and the achievements made by the Outdoor Services Team since the last meeting of the Committee.

The Outdoor Services Manager also responded to Members other detailed questions. The Mayor updated Members regarding the rebuilding of the collapsed car park wall on the corner of West Walks and Bowling Alley Walk which would be going ahead once suitably matching bricks had been made.

Resolved

That the Outdoor Services Team update be noted.

11. **Weymouth Avenue Recreation Ground**

The Committee welcomed Mark Derrien from the Dorchester Cricket Club who addressed Members regarding the Cricket Club's proposal to erect an advertising board at the entrance to Sawmills Lane. He explained the importance of sponsorship to the ongoing success of the Club and that the board would replace the need for banners on the perimeter railings.

Members felt that the proposal was acceptable in principle but that more detail would be required in respect of size, location, materials etc. Members also expressed concern regarding the banners on the Cricket nets and reminded the Club of the need to discuss any proposals for the area with the Town Council at the earliest opportunity.

Resolved

That the Chairman and Deputy Town Clerk meet with the Cricket Club to finalise a proposal for the advertising board which could then be brought to the next meeting of the Committee for consideration.

12. **Municipal Buildings**

Members considered correspondence from the Arts Society Dorset County (ASDC) seeking an assurance that it could continue to book the third Thursday of the month for at least two years in advance so as to ensure its future programming. It was noted that the Town Clerk had already provided an assurance that the Council would look to safeguard its existing client base but that following the proposed significant investment in the Buildings it was likely that ASDC's present hire charge, which had remained unchanged for four years, would be reviewed and most likely significantly increased. A review of all discounted entitlements for existing users would also be undertaken.

Resolved

- (1) That ASDC be reassured that the Council would safeguard its existing client base.
- (2) That following the significant investment in the Buildings a review of all discounted entitlements for existing users would be undertaken and it was likely that ASDC's hire charge would be increased.

13. **Holmead Walk Play Area**

The Committee considered a report by the Deputy Town Clerk which set out proposals for replacement play equipment at Holmead Walk play area.

Members agreed to replace the equipment and requested that the new equipment be as accessible and environmentally friendly as possible. The Committee also discussed the benefits and disadvantages of the different play equipment materials available. Councillor Leaper confirmed that he would seek the Duchy of Cornwall's view in respect of the play equipment materials for Holmead Walk.

The Committee felt that it would be timely to review play equipment generally and agreed that the next site visits focus on play areas.

Resolved

- (1) That the multi play and swings be replaced at Holmead Walk with the exact style of equipment being agreed with the Chairman of the Committee.
- (2) That the Policy Committee be requested to release up to £15,000 from the Holmead Walk Play Equipment reserve.

14. **Grant Application**

The Committee considered a grant application from a local group of volunteers who had come together to establish a Dorchester Parkrun at the Great Field. It was noted that the regular Parkrun was on a Saturday morning and the annual Lions fun run was held on a Sunday.

Resolved

That a grant of £500 be awarded to Dorchester Parkrun.

15. **Cemetery Matters**

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

The report which detailed the Grants of Exclusive Right of Burial for grave spaces and the number of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery, since the last meeting of the Committee had been circulated with the agenda.

Resolved

That the report on the Grants of Exclusive Right of Burial and Interments and Burial of Ashes since the last meeting of the Committee be noted.

(b) **Headstones and Inscriptions**

The Committee received and noted applications for the design of headstones and inscriptions.

Resolved

That the action of the Town Clerk in approving designs numbered 5136 to 5149 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

16. **Buildings Monitoring Reports**

The Committee received the Municipal Buildings monitoring report which included a report by the Deputy Town Clerk on the activity of the Town Hall Keepers over the past two months.

Members were informed of an incident which had resulted in a small fire in the kitchenette of the Council Chamber. It was noted that this incident should be in the incident book and that Gary Jarman be thanked for his swift action in putting the fire out.

The Committee also requested that some pointing and coping work be undertaken to the Buildings car park party wall with the Kings Arms.

Resolved

That the Buildings Monitoring Reports be noted.

Chairman

Dorchester Town Council

Policy Committee

21 September 2020

held via Zoom Video Conferencing

Present: Councillors B. Armstrong-Marshall, R. Biggs, A. Chisholm, F. Hogwood, S. Hosford (Chair) and G. Jones
Apologies: Councillor T. Harries
Attending: Councillors Hewitt, S. Jones and D. Leaper

7. Minutes and Declarations of Interest

The Minutes of the Committee of 20 July 2020, adopted by Council on 27 July 2020, were taken as read and confirmed and are to be signed by the Chairman as a correct record once the Covid 19 lockdown has ended.

8. Financial Update at 31 August 2020

The Committee received the Town Clerk's report on the month 5 financial position, noting actual spending at £21,000 below profile. The Clerk responded to a question regarding the use of the Public Realm Reserve for the Cornhill project.

Resolved

- i) That the Payments list, totalling £231,661.08, is approved.

The Clerk presented the results of a review of the procurement of a number of corporate supplies. The Clerk agreed to provide more details regarding the Council's Insurance experience and potential use of the Council's public liability policy.

Resolved

- ii) That, following a review of procurement processes for regular suppliers of corporate services, the future procurement approach for each supply is as laid out in Table 1 of the report to the Committee

The Clerk highlighted that a number of new working arrangements had been put in place in order to maintain business during the lockdown period, some of which could be retained on a permanent basis.

Resolved

- iii) That the following minor procedural changes, developed during the lockdown period, are documented and retained
- Replacing signatures with authorisation by e-mail , by both Members and Officers, for Creditor Invoice approval
 - Replacing signatures with authorisation by e-mail, by the appropriate manager, for Payroll Time Sheets

- Removal of the Order Book and Order number system, including references in Financial Regulations
- Replacing the process for fixed banking of all cash received with an ad hoc arrangement, with the consequent retention of a higher Petty Cash Float (up to the maximum limit specified in the Council's Insurance document)

The Committee considered a request from the Management Committee to release reserves to refurbish the Holmead Walk play area.

Resolved

- iv) That £15,000 is released from the Playground Equipment Reserve to provide new equipment at Holmead Walk Play Area

The Clerk provided an update on progress regarding the appointment of a contractor to undertake works on the Municipal Buildings.

9. Development of the Corporate Plan

The Town Clerk reported the latest position regarding the development of the new Corporate Plan, highlighting the draft High Level Focus document approved by Council in January 2020 and a number of Covid 19 pandemic related issues that needed to be considered for inclusion within the document.

The Committee considered a document highlighting longer term impacts for the community and a Member asked that an extra risk associated with setbacks to the education of young people be added. Members recognised the limited resources available to deliver support to the community.

A local resident spoke, and highlighted the risks to the town centre economy. He commented that with the current pace of change, ideas that had previously appeared unattractive might now be more acceptable to the community. He also noted that the lockdown had accelerated changes already occurring in the High St and advocated that opportunities to lobby Government and other agencies for support be taken and wider community engagement encouraged.

The Committee discussed the role of the BID in supporting the town centre and the future of markets in the town.

A Member asked that specific consideration be given to how best to consult with young people on the future direction of the town, while another Member asked that more information regarding the Council's plans be published through noticeboards.

Recommended to Council

- i) That the proposed redraft (Appendix 1 to the Minutes) is adopted as a new High Level Focus for the Corporate Plan.

The Clerk provided an update regarding projects outstanding from the 2014 Corporate Plan. A Member provided an update on progress towards the development of the (Heritage) Tourism Strategy. A Member asked that attention be given to walking and cycling in any discussion of the Traffic and Parking Strategy.

The Clerk offered an option to nominate the Council's current electrical contractor to reduce risks associated with the Municipal Buildings works contract. After considering the issue and recognising the implications for procurement Members decided not to pursue the option.

Resolved

- ii) That on the conclusion of the Municipal Buildings project a full procurement exercise is conducted for the Council's electrical services

The Clerk provided an additional update on the work to establish the capacity of Dorchester Arts to operate the Municipal Buildings. Members considered an option to part fund, with Dorchester Arts and in kind support from ACE, the appointment of a specialist business planning advisor. In response to a question the Clerk confirmed that the advice would cover the wider role of Dorchester Arts, including outdoor events such as at Maumbury Rings, in order to demonstrate the charity's ability to manage the Municipal Buildings

Resolved

- iii) That the Council funds 50% of the cost, up to a maximum of £2,500, for a specialist advisor to work with Dorchester Arts to develop a Business Plan related to the future management of the Municipal Buildings

Chairman

DRAFT OF REVISED HIGH LEVEL FOCUS OF THE CORPORATE PLAN**AFFORDABLE HOUSING**

- ~~Work proactively with the Dorset Council to develop stronger policies to support the delivery of truly affordable housing~~
- Focus resources and effort into working with key partners on a programme of unlocking and developing sites across the town for affordable housing

COMMUNITY, CULTURE, HEALTH AND WELLBEING

- Working with other agencies and community partners, develop our understanding of the general needs of our community and the specific needs of vulnerable groups, ***in particular as a result of changes brought about by the Covid 19 pandemic***
- Maintain and, where appropriate, adapt the Council's Community, Sports, Cultural and Health & Wellbeing service delivery to meet the requirements of the town's residents and visitors, either directly or working with local partners
- Resolve the future of the Municipal Buildings to make a relevant and environmentally efficient contribution to the town's community

THE ENVIRONMENT

- In response to the declared Climate Emergency, proactively support practical steps to reduce the impact that the Council and the town's community has on its environment
- Focusing in particular on the Town Centre, introduce sustainable practices to assist the town's community and key partners to improve the town's appearance

LOCAL ECONOMY, TRANSPORT AND PARKING

- Working with other agencies and business representatives, develop our understanding of how the town's economy can be strengthened ***and reshaped, with a particular focus on supporting recovery of the town centre following the Covid 19 pandemic***
- Working initially with the town's Heritage and Tourism sectors, develop a holistic strategy to maximise the benefits of tourism to the town
- Work with Dorset Council to agree and implement a Transport and Parking strategy that resolves the competing demands of residents, workers and visitors to the town

FUTURE GROWTH OF DORCHESTER

- Develop the Town's existing response to the pressure for development of new housing emerging through the Local Plan process

GOVERNANCE AND ADMINISTRATION

- Ensure that the Council's governance, communication and administration arrangements remain relevant to the needs of the town and are delivered efficiently and effectively
- ***Ensure that the Town Council's Medium Term Financial Strategy recognises the direct and indirect impacts of the Covid 19 pandemic***