



DORCHESTER TOWN COUNCIL

Council Offices, 19 North Square, Dorchester, Dorset. DT1 1JF
Telephone: (01305) 266861

Adrian Stuart, Town Clerk

9 October 2019

You are invited to a meeting of the **DORCHESTER HERITAGE JOINT COMMITTEE** will be held in the **COUNCIL CHAMBER, MUNICIPAL BUILDINGS, NORTH SQUARE, DORCHESTER** on **MONDAY 14 OCTOBER 2019** commencing at **7.00pm**.

A handwritten signature in black ink, appearing to read 'A Stuart'.

Town Clerk and Secretary to the Committee

Declaration of Interests

Members are reminded that the Code of Conduct requires Members to declare any interest which they have in any matter under discussion. If the interest is regarded as a Personal Interest the Member may remain and take part in the consideration of the item but if the interest is a Prejudicial Interest the Member must withdraw from the Chamber during the consideration of it.

Membership

Dorset Council: R. Biggs, A. Canning, L. Fry, S. Jones and D. Taylor

Dorchester Town Council: S. Biles, F. Hogwood, G. Jones, F. Kent-Ledger and R. Major

The following Members may attend and speak but not vote:

A Chisholm (Ancient and Honorary Guild of Town Criers), Mr B Murphy (Duchy of Cornwall), T. James (Dorchester Civic Society), L. Gardner (The Keep Military Museum), C M Hebditch (Dorchester Local Nature Reserve), J Murden (Dorset Natural History and Archaeological Society), T Loasby (Blue Badge Tourist Guides) M Rice (Dorchester Association), Martin Stephen or Hannah Jefferson (National Trust (for Max Gate and Hardy's Cottage)), A Bright (Shire Hall)

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. ELECTION OF CHAIRMAN

To elect a Chairman for the remainder of the 2019-20 Council year.

3. **ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman for the remainder of the 2019-20 Council year.

4. **MINUTES**

To read, confirm and sign the Minutes of the Meeting of the Committee held on 25 March 2019 (copy enclosed).

5. **NEW MEMBERS**

To welcome new Councillors and the representative from the National Trust (for Max Gate and Hardy's Cottage) to their first meeting of the Committee.

6. **DECLARATIONS OF PREDETERMINATION**

Members to declare if they consider that they have predetermined or may predetermine in the relation to the following items and to indicate the action they will be taking when the item is considered.

NOTE: It is the responsibility of individual Members to decide whether they have predetermined in relation to an item. Members who make a declaration should leave the room during the discussion and voting.

Members who may wish to take part in the decision making process as a member of another committee, at which the item is to be considered, should decide whether they wish to participate at this stage.

7. **BELL BARROW INFORMATION BOARDS - SANDRINHAM**

To welcome Malcolm Macnaughtan and Michael Green from the Thomas Hardy Residents Association who wish to present an idea for information boards regarding the Bell Barrow in the vicinity of Sandringham.

8. **TERMS OF REFERENCE**

To consider the revised terms of reference for the Committee (enclosed).

9. **CAR PARKING NEAR NORTHERNHAY**

At the last meeting of the Committee it was agreed that Dorset Council be asked to consider repainting the double yellow lines so as to allow enforcement to stop the vehicle encroachment in the area. It was also suggested that some bollards could usefully be placed along the edge of the wooded area which would also stop encroachment.

The response from Dorset Council is attached.

10. **THOMAS HARDY VICTORIAN FAIR AND OPENDOR HERITAGE DAY EVENTS**

To receive feedback from these well attended events held on Sunday 2 June and Sunday 15 September 2019.

11. **PEDESTRIAN WAYFINDING SCHEME - DORCHESTER**

To receive an update from the Deputy Town Clerk.

12. **THE DEVELOPMENT OF A HERITAGE TOURISM STRATEGY**

Further to Committee Minute No 53 (2) Members will be informed that, following a two stage interview process, a Project Manager for the development of Heritage Tourism Strategy, has been appointed with a start date of Monday 4 November 2019.

13. **QUESTIONS**

To receive questions submitted by Members in writing to the Dorchester Town Clerk and in respect of which the appropriate notice has been given.

14. **URGENT ITEMS**

To consider any other items that the Chairman decides are urgent.

15. **DATE OF NEXT MEETING**

To consider a schedule of meetings for next year as follows:-

Monday 20 January 2020

Monday 20 April 2020

Monday 20 July 2020

Monday 19 October 2020

DORCHESTER TOWN COUNCIL

DORCHESTER JOINT HERITAGE COMMITTEE

25 MARCH 2019

At a Meeting of the Dorchester Joint Heritage Committee held on 25 March 2019:

PRESENT:

Dorchester Town Council	Councillors: G. Jones
	Officer: S. Newman
West Dorset District Council	Councillors: A. Canning (Chairman)
	S. Jones
Blue Badge Tourist Guides	T. Loasby
Dorchester Association	M. Rice
Dorchester Chamber for Business	A. Chisholm
Dorchester Civic Society	I. Gosling
Dorset County Council	R. Biggs
Dorchester Local Nature Reserve	K. Hebditch

46. **APOLOGIES**

Apologies for absence were received from Councillor J. Dunseath (West Dorset District Council), J. Murden (Dorset Natural history and Archaeological Society), A. Bright (Shire Hall) and C. Copson (The Keep Military Museum).

47. **MINUTES**

The minutes of the meeting held on 28 January 2019, a copy of which had been circulated, were confirmed and signed.

48. **DECLARATIONS OF PRE-DETERMINATION**

There were no declarations of pre-determination.

49. **CAR PARKING NEAR NORTHERNHAY**

The Committee considered correspondence from a local resident in respect of car parking near Northernhay.

The correspondence informed Members that two years ago a residents group had organised tree and shrub planting along the access to Loders Car Park and along its east boundary with the river northward to the gauging weir. The planting was growing well and had been weeded regularly. The purpose of the planting was to shield the view of the car park and the railings beyond from walkers on the footpath to Blue Bridge. The planting also added to the setting of The Walks and Hangmans Cottage. The initial (heavy) ground clearance was undertaken by Dorset County Council, the trees paid for by same, and staff of Dorchester Town Council helped plant the verge nearest Hangmans Cottage.

Since the planting the County Council had not renewed the yellow markings on the road and up to six cars regularly parked on the edge of the plantings. County Council Enforcement Officers were unable to ticket cars under these circumstances. The Committee was circulated with photos showing cars parked on the area of the new plantings.

Members felt that the double yellow lines should be repainted as soon as possible and enforcement should then carried out so as to stop the vehicle encroachment. It was also suggested that some bollards could usefully be placed along the edge of the wooded area which would also stop the encroachment.

The Committee asked that the Dorset Council be informed of the Committee's views and ask that some action be taken as soon as possible. Representatives from the Committee would be willing to attend a site visit with Dorset Council Officers if it was felt that would be useful.

RESOLVED

That the Executive Director of Place at the new Dorset Council be informed of the Committee's views as set out above.

50. **NEW MEMBER REQUEST**

The Committee considered a request for membership of the Committee from the National Trust (for Max Gate and Hardy's Cottage) to become a member of the Committee.

RESOLVED

That the National Trust (for Max Gate and Hardy's Cottage) become a non-voting member of the Committee.

51. **2018-19 BUDGET UPDATE**

The Committee considered the 2018-19 budget update which had been circulated with the Agenda.

RESOLVED

That the budget update 2018-19 be noted.

52. **THOMAS HARDY VICTORIAN FAIR – 2 JUNE 2019**

Further to Minute No. 38/2018 the Committee received an update in respect of the Thomas Hardy Victorian Fair. The Committee was also asked for it to formally agree to becoming a partner in the event alongside the Dorchester Town Council.

Members noted that arrangements were going well and that a lot of interest had been shown in the event. Due to the size of the proposed event and it was a significant amount of work for the volunteers to undertake and it was suggested that in order to make the vision come to fruition a paid organiser be appointed.

The Committee expressed disappointment that the Dorchester BID had only contributed £500 to the event which would inevitably significantly benefit the traders in the town.

RESOLVED

- (1) That an additional contribution of £1,500 be made to the cost of organising the event subject to receipt of a costed budget.
- (2) That the Committee formally become an organiser partner in the event alongside Dorchester Town Council.

53. **DORCHESTER TOWN COUNCIL – HERITAGE TOURISM STRATEGY**

Further to Minute No 39/2019, the Committee considered a report by the Town Clerk which informed Members that the request to West Dorset District Council for a contribution of £50,000 towards a project to develop and implement a heritage tourism strategy and also to carry out an informal heritage sites audit had been successful. The Town Council had also set aside £50,000 for the project.

The report set out the next steps to progress the project which included establishing a steering group and recruiting a project manager.

RESOLVED

- (1) That the way forward identified in the report, subject to the addition of the Chairman of the Heritage Committee being included on the steering group, be agreed.
- (2) That the appointment of a project manager be undertaken as soon as possible.

54. **SUPPORTING HISTORIC HIGH STREETS EVENT**

Further to Minute No. 44/2019 the Committee received the notes of the Supporting Historic High Streets – The Ingredients for Success in the 21st Century: The Visitor Economy forum meeting held on 22 January 2019 and attended by the Local Nature Reserve representative.

55. **QUESTIONS**

No formal questions had been submitted.

56. **URGENT ITEMS**

The Committee confirmed that the Registration Form to take part in the 2019 Dorset Architectural Heritage Week, be submitted based on the submission in 2018.

Councillor G. Jones reported that he had recently seen the town stocks which were held in custody by the County Museum. He suggested that a replica set of stocks located in their original location might be a good way of increasing interest and encouraging visitors to both the County Museum and Shire Hall. The Blue Badge Guide representative agreed to try and establish the original site of the town stocks and enquiries would be made regarding producing replica stocks and associated information board. A report would be brought to a future meeting of the Committee.

57. **DATE OF NEXT MEETING**

It was agreed that, subject to revised terms of reference for the Committee being established and appointments being made to the Committee from the new Dorset Council, a provisional date of Monday 22 July 2019 commencing at 7.00pm be agreed for the next meeting.

Chairman:

DORCHESTER JOINT HERITAGE COMMITTEE

TERMS OF REFERENCE

1. ROLES

- i. To provide a forum for liaison between Dorchester Town Council, the Dorset Council and the representatives of the Heritage sector in the town, to consider activities and proposals which affect the protection of the historic environment and heritage of Dorchester.
- ii. With the help and co-operation of all the bodies represented, to prepare and implement a programme of schemes for Dorchester which will conserve, enhance, interpret and sensitively manage the historic environment and heritage of Dorchester.
- iii. With the help and co-operation of all the bodies represented, to prepare and implement a programme to use the historic environment and heritage of Dorchester to promote tourism opportunities to benefit the economy and community of Dorchester.

2. MEMBERSHIP

- i. The Town Council will appoint up to *five* voting Members to the Joint Committee
- ii. Voting Membership of the Committee shall be offered *up to five* members of the Dorset Council from amongst
 - The five members elected to represent the wards of Dorchester
 - The two members elected to represent the wards of Charminster St Mary's and Winterborne & Broadmayne
- iii. Non-voting representation shall be offered to each the following organisations:-
 - Ancient and Honorary Guild of Town Criers
 - Dorchester Civic Society
 - Dorchester Association
 - Dorchester Chamber for Business
 - Dorchester BID
 - Dorset Natural History and Archaeological Society
 - Duchy of Cornwall
 - Dorchester Blue Badge Guides Association
 - Friends of the Dorchester Local Nature Reserve
 - Kingston Maurward College
 - The Keep Military Museum
 - The National Trust
 - The Shire Hall Museum
- iv. The Committee may extend or amend the invitation to other related or interested organisations to attend as non-voting representatives.
- v. Each of the Member Councils and Representative Bodies will make its own arrangements for informing the Clerk of its representatives and for reporting the proceedings from each meeting of the Committee.

3. COMMITTEE ADMINISTRATION

- i. Meetings of the Committee shall take place when necessary. There shall not be more than 6 meetings per year with a minimum of one meeting a year.
- ii. The Quorum of the Committee shall be three with at least one elected Member from each of Dorchester Town Council and the Dorset Council. If a quorum is not present ten minutes after commencement of the meeting then it shall be terminated.
- iii. Committee Administration, Meeting Rooms and financial services will be provided by Dorchester Town Council. The Committee may request and draw on Professional and Technical support from any Member or Representative. The Committee may delegate action to named officers of the two Councils.
- iv. Requests for items for consideration by the Committee shall be submitted to the Committee Clerk by 3 weeks before the date of the meeting. The Clerk shall agree the agenda with the Chairman.
- v. The press and public may attend meetings and will only be excluded on Exempt Items.
- vi. An annual report will be prepared on the Committee's funding and activities for presentation to the Members.

4. FINANCIAL MATTERS

- i. Dorchester Town Council will maintain accounts and hold monies on its behalf, which would be subject to the Financial Regulations of the Town Council. The Committee may not overdraw its funds held with the Town Council without the Town Council's agreement.
- ii. The Committee may instead decide to set up its own separate accounting or banking arrangements, but would need to establish Financial Regulations.
- iii. The Committee will receive no guaranteed regular financial support from any Council or Represented Body. It may request and be awarded grants from Councils and Represented bodies or from outside agencies for projects.
- iv. The Committee may receive in kind support from Councils and Represented bodies, for which no financial transactions will be recorded.
- v. In the event of the Heritage Committee discontinuing its activities voluntarily or at the request of one or more of the constituent authorities then funds shall be transferred to Dorchester Town Council to complete and continue the work of the Committee. Grants offered by other bodies or organisations for projects shall be returned to those organisations or bodies if unused in whole or in part.

Dear Mr Newman,

Thank you for your letter dated 1 April 2019.

Having asked colleagues working in the Highways and Parking Enforcement Teams, both arrived at the same conclusion that the area referred to in your letter does not form part of the part of the highway maintainable at public expense and we do not have the authority to install double yellow lines or to enforce and parking contraventions. This is confirmed by both the Traffic Regulation Order and search-map which I have attached.

It is entirely possible that yellow lines were put down to extend beyond the junction with Northernhay and into the area you have highlighted but these would have been advisory rather than anything which is legally enforceable.

I have noticed that fresh new white lines have been painted and that cones have been placed at the scene.

Together with the County Hall Estates Manager colleagues in the Parking Enforcement Team we will continue to monitor driver behaviour at the location.

Regards

John Sellgren
Executive Director for Place

Dorset Council

01305 252315

