



# Dorchester Town Council

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8 November 2017

**Agenda** for the meeting of the **Management Committee** which will be held in the **Council Chamber, Municipal Buildings, Dorchester** on **Tuesday 14 November 2017** at **7.00pm**.

Adrian Stuart  
Town Clerk

## 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 that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate.

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

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

## Membership of the Committee

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

### 1. Apologies

### 2. Minutes

To read, confirm and sign the Minutes of the meeting of the Committee held on 12 September 2017 (adopted by Council on 26 September 2017). A copy of the Minutes can be found at [www.dorchester-tc.gov.uk/Committees/Management/Minutes](http://www.dorchester-tc.gov.uk/Committees/Management/Minutes).

### 3. The Great Field – Community Facilities Consultation

To welcome Ben Murphy from the Duchy of Cornwall who will outline the proposals for The Great Field at Poundbury.

The Committee is reminded that the Duchy of Cornwall is bringing forward plans to provide new recreational outdoor facilities at the Great Field for the residents of Poundbury and Dorchester.

Consultation has commenced on what new facilities the community would like to see on the site. Based on local feedback, The Duchy of Cornwall and landscape designers, Fabrik, will then create a bespoke outline masterplan.

The Duchy of Cornwall will be holding two drop-in consultation events, including a public workshop to shape the masterplan, followed by a public exhibition for further feedback before submitting a planning application to West Dorset District Council.

The workshop is to be held on Monday 13 November 2017 at The Quiet Space, Woodlands Crescent, Poundbury, DT1 3RQ. The community is invited to drop-in anytime between 2pm and 8pm to express their thoughts on what should be included in the plans.

The public exhibition will then be held on Monday 11 December 2017 at The Quiet Space, Woodlands Crescent, Poundbury, DT1 3RQ. The community is invited to drop-in anytime between 2pm and 8pm to see the outline masterplan and provide feedback.

#### **4. Management Arrangements – Outdoor Services**

To receive the Outdoor Services update report (enclosed).

#### **5. Borough Gardens - New Tennis Courts**

Members will be informed that The Chiltern Group have now been appointed to build the new tennis courts in the Borough Gardens. It is anticipated that work will commence on 8 January 2018 and will last for approximately 8 – 12 weeks. Some groundworks associated with the project might commence prior to this date.

Having met the contractor on site a small change is proposed to the exact location of the new courts. Instead of the fence butting up directly against the raised walls of the old Bowling Green it will actually be located 900mm away from the walls so as to allow a maintenance strip around the courts and to do away with the requirement for underpinning the existing wall.

Due to the number of lorry movements the Council has requested a suspension of the parking, during working hours, along West Walks Road for the period of the contract and also for a closure of the road and the Walks adjacent to the old Bowling Green for the period of the works so as to allow for a compound for the contractor.

#### **6. Borough Gardens Summer Events 2017 - Feedback**

To consider a report by the Deputy Town Clerk (enclosed).

#### **7. Allotment Fees 2018**

To consider a report by the Deputy Town Clerk (enclosed).

#### **8. The West Dorset Dog Related Public Spaces Protection Order 2017**

To consider a report by the Deputy Town Clerk (enclosed).

**9. WW1 Commemorations in 2018**

To formally consider a grant application from St Osmund's Middle School in respect of the WW1 performance (enclosed).

**10. William Barnes Society**

To consider a grant application from the William Barnes Society (enclosed).

**11. Dorchester Marathon**

To consider a grant application from the Dorchester Casterbridge Rotary Club (enclosed).

**12. Cemetery Matters**

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

To note the grants of Exclusive Rights of Burial issued and the number of interments, burials of ashes and uses of the South Chapel at Dorchester Cemetery since the last meeting of the Committee (enclosed).

(b) Headstones and Inscriptions

To confirm the action taken by the Town Clerk in approving applications for the design of headstones and inscriptions received since the last meeting of the Committee. The Register of Memorials will be available to view at the meeting.

**13. Monitoring Reports**

To consider the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House monitoring report (enclosed) and the Municipal Buildings maintenance report (enclosed).

**14. Dorchester Arts**

To receive the minutes of the DA Board Meeting held on 25 September 2017 (enclosed).

**15. Urgent Items**

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

**16. Public Bodies (Admission to Meetings) Act 1960**

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

**17. Borough Gardens Clock Redecoration**

To consider a report by the Outdoor Services Manager (enclosed).

**18. Borough Gardens Kiosk**

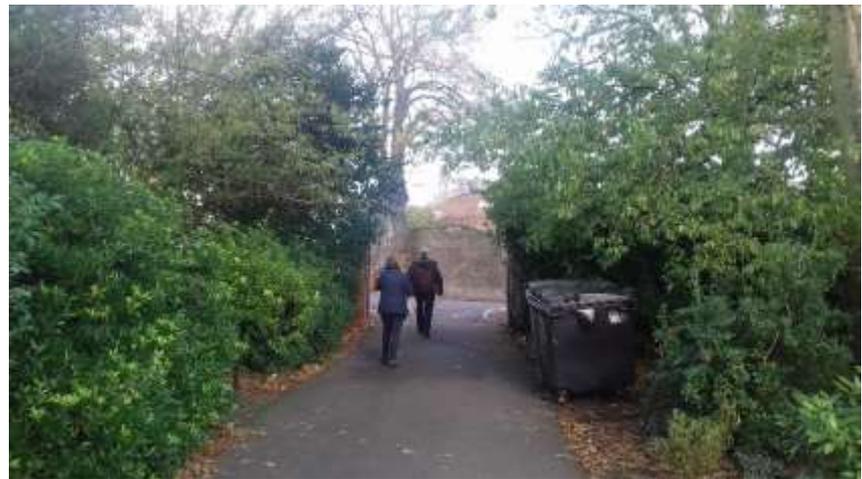
To consider a report by the Deputy Town Clerk (enclosed).

## **DORCHESTER TOWN COUNCIL**

### **MANAGEMENT COMMITTEE – 14 NOVEMBER 2017**

#### **OUTDOOR SERVICES UPDATE REPORT – AUTUMN 2017**

1. The late summer and early autumn period is one that shows great annual difference depending on the weather which then governs both ongoing maintenance and commencement of winter type, one off and repair tasks carried out by the various members of your team. Some routine tasks are still being carried out at slightly reduced frequencies these include grass cutting, shrub bed maintenance and litter collection. Other jobs are ongoing regardless of season such maintenance and planting of bedding plants and bulbs in the gardens, sportsfield maintenance and pitch preparation.
2. Grass cutting had been ongoing until late October due to the mild night temperatures which maintained weakened grass growth. As a result, regular cutting was maintained longer than average this year and indeed Maumbury rings received a second cut at the end of October to prepare well for the spring cut. November started with a cold northerly westerly wind and periods of frost so grass cutting seems to be coming to an end for 2017. Members should be confident that the conditions are under review daily and a mild spell will see grass being cut in high profile or sensitive areas if required.
3. The gardens staff have been working hard meeting the challenge of the oncoming winter. Plants were prepared to replace the existing flowers in early autumn and despite the mild wet conditions in late October the annual beds have been changed over, with one exception see below. The plantings comprise annual daisies, polyanthus, pansies and wallflowers along with bulbs to provide a spring display
4. The Borough Gardens clock has received a much needed maintenance visit. The faces hands and workings behind those which connect to the drive were the only pieces not to receive renovation during the Gardens improvement project in 2008 and were in need of repair and or replacement. This was carried out in the first week of November by Smiths of Derby and the works should complement the final redecoration of the whole clock scheduled for 2018. (See separate report on Agenda for this meeting)
5. The “Dippy the Dinosaur” carpet bedding display proved to be very successful with great interest and many photographs being taken, the sloping site being ideal for this use. Damage due to the display being walked or ridden through was also reduced. The plants have now been removed as they do not tolerate cold temperatures.
6. The next phase of improvement to the gardens will commence soon. The gardens staff have a busy autumn and winter period coming with the pruning of overgrown shrub beds by the main entrance to provide a more open and welcoming impression for users. Councillors will see from the photos overleaf that the main Albert Road /West Walks entrance does not “sell” itself well to those who do not know the jewel that is the garden beyond.



Improvement works will include

- Pruning shrubs back away from the path and introducing lower growing shrubs on the path edges to create a tiered effect which is in keeping with the original planting style for the gardens.
- Thinning and lifting of overhanging tree branches to let in more light and be less imposing.
- Relocation of bins to a small area to the back of the shrubbery accessed by a simple paved path. Dorset Waste Partnership will only collect bins from this gate due to access and parking issues with other gate areas.
- Relocation of the cycle rack to a more visible location nearby within the gardens. Whilst it is clearly desirable to have bike racks at entrances to help prevent riding in the gardens it is clear from checking that these racks are not greatly used in their current position. Part of the reason for is they are obscured from view so casual supervision is not possible. Owners fear theft as the cycles are close to the gate and easily removed quickly.
- Cleaning away of debris, moss and algae on paths, gate column and gates.

Councillors should be aware that the initial impact of pruning will appear harsh as some shrubs have been left too long and have overgrown with little growth lower down. These should regenerate with care and will be regularly pruned to prevent overgrowth in the future.

7. Tirah Memorial works will take place this year. The gardens staff will be washing the memorial down and noting any defects, these are expected to be minimal as the memorial itself appears in good condition.

The grass and flower beds around the memorial have now deteriorated, the ground is no longer level due to years of cultivation and cutting this makes grass cutting time consuming and reduces the overall quality of cut and appearance. The existing will be removed the soil lightly cultivated, consolidated and levelled flat again and then re turfed to provide a good high quality grass finish. The decorative beds will be renewed and planted later in the coming year.

Both these measures combined should see the memorial and bed looking at their best next year.

8. Away from the gardens, the team have been very busy maintaining grass areas and shrub beds along with watering the new hanging baskets which were taken down later this year in the first week of November. The new self-watering baskets significantly reduced the number of man hours spent watering. Other works carried out include maintenance and painting of play areas and renovation of some public seats. Further works to seats will be carried out as part of winter works. Play areas will be painted and fences treated.

Staff are currently engaged sweeping leaves and carrying out final grass cuts where required. At the time of writing preparations for Remembrance Day are well advanced with works being carried out to ensure the Cenotaph area is clean and tidy.

Preparations are about to start to install new play equipment at Syward Close which has been delivered and is in store at the Depot.

Staff are checking and preparing winter salt application equipment and all community grit bins provided by the Town Council have had a check and the old salt removed as in many cases it has been in them for several years given the recent mild winters. Dorset County Council will replenish the grit in the bins in November.

9. Weymouth Avenue Cemetery will see hard edging to grass edges on paths to the south of the chapels this coming winter along with pruning of shrubs to keep pathways clear. This will

complement the well-received work of a similar nature that was carried out in the Northern half last winter.

Poundbury Cemetery will see Grass edging and spraying off of weed. Works will be carried out to a problematic cess pit to prevent surface water entering and filling it, necessitating more frequent emptying than should be the case.

Fordington Cemetery still shows the good work carried out last year i.e. removing Ivy, weeds and pruning trees to remove low overhanging branches. This work will be repeated where necessary this year to remove any regrowth and prevent a falling back to its old condition.

10. Cricket square autumn renovation to improve the levels of air and moisture in the surface to allow good grass growth is now completed at Weymouth Avenue. Staff have also completed the changeover to football and the season is well underway, good work by the Stand in Groundsman at Weymouth Avenue has seen excellent germination of new grass on the cricket square. Football pitches are in good condition and are meeting need in terms of bookings and availability.

11. Staff training is continuing , one member of staff has recently gained a certificate of competency to use brush cutters and another is booked on a two day training course in Mid-November to gain a certificate of competence to use a chainsaw so improving our resilience when faced with storm damaged trees, fallen branches etc.

12. Tree works are almost complete now on the Walks network. Dorset County Council has been carrying out comprehensive dead wooding and pruning of crossing , dead, diseased or dangerous branches and crown lifting prior to the County taking on the management of those trees. The relationship between County officers in the tree service and Town Council officers is good and we expect that will continue into the future, this contact enables Councillors to receive advance notice of prominent tree works that could generate enquiries from the public.

Carl Dallison  
Outdoor Services Manager

## Summer Events Programme 2017 - Feedback

Date	DTC Event	Partner Event	Guestimated attendance	Comments / Feedback
Sunday 23 April	Rifles March  St George's Day Scout Parade		150  500	
Saturday 29 April		World Tai Chi Day	140	Enjoyed by those that attended and something a bit different.
FIRST MAY BANK HOLIDAY W/E 29 Apr to 1 May		Maumbury Rings Gladiator Games	400	Second time this event had been held and it was hoped to build on last year's numbers, unfortunately the weather was very poor which dampened numbers. It is hoped that the event will continue and will grow.
	The Mayor's Fun Day		750	One off event organised by the Mayor – the weather was not the best early on but the event was a success with a good number of people attending.
Sunday 14 May	DSB		200	Always appreciated to hear the Town's silver band.
Saturday 27 May		Badger Watch March and Music	400	Weather not great. Event not being held in 2018.
Tuesday 6 June		Rhyme time in the Gardens – Library Service	30	Lovely event well enjoyed by the young children attending.
Saturday 10 June		Noon – Gypsy / Traveller Day	250	Regular event - numbers about the same as last year.
Sunday 11 June	DSB		200	Regular event and well received.
Friday 16 June		Party in the Park		Cancelled
Saturday 1 July	Armed Forces Day Service and Music		450	Double the numbers of previous year due to improved weather. There was no march through the town this year.
Friday 7 July	DSB (evening)		120	Evening concert which was well received.
Sunday 9 July		Swingtime	1,500+	Well attended regular event.
Sunday 16 July		Thomas Hardye School Band		Cancelled
Sunday 23 July	DSB		200	Always welcomed.
Wed 23 July	Love Parks			Cancelled rearranged and cancelled again due to poor weather
Sunday 30 July		Help a Friend – Warm Festival	2,900+	Good well attended regular event.

Saturday 5 August		One World Festival	900+	Good regular event although numbers were down this year due to some horrible weather.
Sunday 6 August		Dalton Town Brass Band	290	A good afternoon in the Gardens.
Saturday 12 August		Outdoor Cinema	2,800+	Well attended event – first time held at Maumbury Rings
Sunday 13 August	DJ Hurricane T		400	Well attended local DJ with local bands.
Saturday 19 August		Cider Festival	3,900+	Great well run event. Very good numbers attending.
Sunday 20 August	Tony Lowe		370	Well received easy listening event for a sunny Sunday afternoon.
Saturday 27 August	Maumbury Rings end of Summer Festival	Anonymous	2,300+	Great weather, gave the event one of its best attendance.
Sunday 28 August		Love Parade	1,000+	
Monday 29 August		Music Day	2,800+	Great weather for this regular event and a well-received headline band (A Listers). Some refinement to the music programme again for next year. Bar income from the event £290.30.
Friday 1 and Saturday 2 September		LANDANCE	2,200+	Spectacular piece of performance art.
Sunday 24 Sept	DSB		200	Regular performers to the Gardens

General feedback from the summer events was that there was a good selection of different events going on and that it was wonderful to see the Gardens being used by so many people throughout the summer.

Although the attendance numbers are only guesstimates it is fantastic to think that some 25,000 plus people have attended events in the Gardens or Maumbury Rings over the summer.

## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – 14 NOVEMBER 2017

#### ALLOTMENTS CHARGES 2018

1. The current costs presently associated with operating the Council's 300+ full and half-plot allotments are as follows:-

	Expenditure £	Income £	Net £
Site maintenance, rental, and administration	8,200	6,700	1,500
Water (5 sites)	1,950	1,350	600
Total	10,150	8,050	2,100

2. The Council has previously pursued a strategy which does not allow it to break even on this service. In particular the charges made for water and removal of green waste did not reflect the costs associated with providing these services.

3. Last year the Committee agreed to stop the removal of green waste and instead invested in composting containers for those allotmentees that wished them. This has worked well with no increase in the number of reported bonfires or complaints regarding the build-up of green waste on site.

4. Water consumption is fairly even across the five sites that have access (Frome Terrace is not served by mains water). Members agreed that water should no longer be subsidised and to make a start on achieving this aim the charge for water was increased from £1.00 to £4.50 for a half plot and £6.50 for a full plot. It is suggested that the charge for 2018 should be further increased by £1.00 to continue the aim of reducing the water subsidy to zero.

5. There was no increase in the allotment fee element of the charge last year. For this year it is proposed to increase that charge by £1.00 per plot no matter what the plot size. This will help reduce the subsidy to the service and for the vast majority of plot holders mean a total increase in fees (including water) of £2.00 for the year.

6. The Council has historically agreed that non-Dorchester residents should pay a double fee and it is recommended that this continue including for when plot holders move away from the town but continue to hold allotments.

7. In summary it is **RECOMMENDED** that:-

- The allotment rent, from January 2018, be increased by £1.00 per plot no matter the size.
- The water fee, from January 2018, be increased by £1.00 per plot no matter the size.
- The practice of charging double fees for non-residents continues.

8. Set out below is the schedule of charges for 2017 and 2018. It should be noted that the administration fee was increased significantly the year before last and an additional increase is not recommended for 2018.

## SCHEDULE OF ALLOTMENT CHARGES

	Current 2017 £	Future 2018 £
Rent - Full plot on any site	34.00	35.00
Rent - Half plot on any site	18.00	19.00
Water Charge – Full plot	6.50	7.50
Water Charge – Half plot	4.50	5.50
(excludes Frome Terrace – no water)		
Administration Fee for new tenants	50.00	50.00
A double fee will be charged to non-residents		
<b>For a typical plot holder the charge will therefore be: -</b>		
Rent - half plot on any site	18.00	19.00
Water Charge – half plot	4.50	5.50
<b>Total charge for full year</b>	<b>22.50</b>	<b>24.50</b>

Steve Newman  
Deputy Town Clerk

**DORCHESTER TOWN COUNCIL**

**MANAGEMENT COMMITTEE – 14 NOVEMBER 2017**

**THE WEST DORSET DOG RELATED PUBLIC SPACES PROTECTION ORDER 2017**

1. In September 2016 the Committee reviewed the proposed new Order for the control of dogs on public land. Members agreed that the only change they wished to see from the regulations in force at that time was for dogs to be excluded from the marked sports pitches and from within a perimeter of 5 meters of them at Weymouth Avenue Recreation Ground.
2. Maumbury Rings has historically been designated a 'dogs on leads' area but this has never been enforced as the original byelaw was in place when sheep occasionally grazed the area. It did however seem sensible to keep this restriction in places just in case livestock returned and, more likely, in case restrictions were required occasionally for events.
3. With regard to Maumbury Rings the new Order states that it is an area where dogs need to be kept on leads at all times unless "the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to this failing to do so." If the Committee wishes for the same arrangements as previously to apply it will need to give its consent to users of the area otherwise the dogs on leads Order will be enforced.
4. With regard to Weymouth Avenue Recreation Ground signage will shortly be erected to let users of the area know of the change to the arrangements. It is likely that the Dog Warden will also attend the area to educate users about the new arrangements. Members should be aware that they are likely to receive a number of queries regarding the new arrangements.

Steve Newman  
Deputy Town Clerk



## DORCHESTER TOWN COUNCIL GRANT APPLICATION FORM

1.	<i>Name of organisation.</i> <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	St Osmund's Middle School
2.	Name and address of responsible officer who should be contacted regarding this application.	<i>Caroline Pugh</i> St Osmund's School Barnes Way Dorchester DT11 9EU  Tel 01305 262897
3.	Address where activities are based.	The production will take place at The Thomas Hardy School Theatre Queen's Avenue Dorchester DT1 2ET
4.	<i>What area (community) is served?</i>	Dorchester and surrounding area
5.	Are there any other similar facilities or services provided in the area/district?	No, this is a unique production using historical research from the Dorchester area
6.	How does your organisation / activity benefit the residents of Dorchester	We are engaging with several different organisations, people of different ages and walks of life to bring together the community through our school production. The play "When The Men Marched Away" draws on our historical research to convey how WW1 affected those living in Dorchester at the time and commemorates the sacrifices made.  Our production is open to all and will be widely advertised, as will the community evening that we are presenting at the Town Hall, at which several local speakers will give short talks on a variety of aspects of life in the town 1914-18.  We hope our whole project will bring local history to life and encourage others to further explore their own links with history. As part of the link with local history we are also putting together a souvenir programme which will give the audiences further insight into Dorchester during 1914-18 and a Town Trail that maps various important sites including the houses and businesses associated with play.  The main project is the play – When The Men Marched Away, and a DVD is being filmed so that there is a longer-lasting legacy, and this will be available both for sale and on display at various local museums.  The publicity for both events will be as wide as possible and the project has already featured in the local paper and other publications.
7.	<i>Present charges/ subscription/fees.</i> Please attach schedule if available.	As a major performance project there are clearly large costs involved for staging, costumes, sound and lighting as well as the workshops that have already taken place to assist the pupils in researching and writing the play



14.	Amount of grant requested from Dorchester Town Council.	£750 to enable us to meet the costs of the production
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	<p>This has been a remarkable journey which is inspiring our young students to delve into their local history. They have been fascinated to discover the real memorabilia at the Dorset History Centre and Military Keep Museum and to know more about the characters they are playing, where they were and the parts they played during the war.</p> <p>We really hope that the lasting impact of our project will pay proper respect to the lives of those who lived in and around Dorchester during WW1 and above all engender a real interest in local history.</p>
16.	<p>Declaration</p> <p>I declare that the information given on this application is true and complete in every respect.</p> <p>I understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s) <i>Caroline Pugh</i>  Position Held Head of Music and Project Coordinator</p> <p>For and on behalf of...St Osmund's School... Date...27-10-17.....</p>	



## DORCHESTER TOWN COUNCIL GRANT APPLICATION FORM

1. Name of organisation <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	William Barnes Society
2. Name and address of responsible officer who should be contacted regarding this application.	Keith Hooper 23 Grosvenor Crescent Dorchester DT1 2BA 01305 265594 Honorary Treasurer William Barnes Society
3. Address where activities are based.	Dorford Centre 2 Bridport Road Dorchester DT1 1RR Plus Outreach Events in Dorchester and surrounding areas.
4. What area (community) is served?	Please see separate sheet
5. Are there any other similar facilities or services provided in the area/district?	No
6. How does your organisation / raise awareness of your activity benefit the residents of Dorchester	Please see separate sheet
7. Present charges/subscription/fees. Please attach schedule if available.	Subscriptions Single £10 Couple £12
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	Increase in Subscriptions from August 2018 Single £12 Couple £14
9. Details of the project facilities or service to be provided and how they will benefit the community. <i>(Continue on a separate sheet if necessary)</i>	Please see separate sheet
10. How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	Through donations and fund-raising events.
11. a) Proposed starting date of project or acquisition date of equipment.	24.2.2018
b) Estimated completion date.	1.4.2018
12. Please give details of the cost of the project.	CD Duplication & Packaging. See quote example.
13. Please give details of other grants awarded or applied for.	NA
14. Amount of grant requested from Dorchester Town Council.	£500
15. Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	Please see separate sheet.

16. Declaration

We declare that the information given on this application is true and complete in every respect.

We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.

Signature of Applicant(s)  .....   
CHAIRMAN ..... VICE-CHAIRMAN

For and on behalf of THE WILLIAM BARNES SOCIETY .....

Date 3<sup>rd</sup> NOVEMBER 2017

Question 4

**What area (community) is served?**

The Dorchester area and through our Outreach Events, all the outlying villages.

Question 6

**How does your organisation / raise awareness of your activity benefit the residents of Dorchester.**

The William Barnes Society raises awareness of their events through the local newspapers and through our many members, and through word of mouth, which has resulted in the society being asked to perform a programme of Barnes' poetry in many varied places including the Sheborne Literary Society programme and the Oak Fair at Kings Stag, the latter having invited us back for the third year running in 2018.

The benefits which the society gives to the residents of Dorchester are as follows: William Barnes poetry gives an insight into local History and the way of life in Dorset during the 19 century in a most profound and touching way. The importance of the Dorset dialect written within his verses is a real link with Dorchester's past and in fact the whole of rural Dorset.

Question 9/15

**Details of Project facilities/services to be provided and how they will benefit the community. Awareness of William Barnes**

**William Barnes' Legacy**

Through his poetry William Barnes has left us an amazing legacy.

We have a fascinating insight into a rural way of life of a bygone era that could have been so easily lost in time: preserving an endangered culture of Old Dorset.

It portrays the Blackmore Vale, its people, customs and culture and rural employment before mechanisation: traditional life slowly gave way to the modern age.

Barnes was interested in the Abodes, Life and Social conditions of the poor and believed firmly in Education for all. He was intrigued with language and his poems were a way of teaching and preserving the culture through which we have learnt so much.

William Barnes career as a schoolmaster covered almost forty years. He opened three schools in Dorchester. Many of his pupils went on to become men of standing eg. Sir Frederick Treves surgeon to Edward V11 and Queen Victoria, Benjamin Fossett Locke who became a judge. His concerns with those too poor to seek legal representation led ultimately to the modern Legal Aid Scheme.

Music is a wonderful media and offers the opportunity to reinforce our cultural heritage and also appeal to a wider audience,

John Blackmore, William Barnes Society member, is recording a CD which includes William Barnes poems set to his own music composition. Through John's music and song the album 'Beauty of Blackmore' will create an opportunity for the works of William Barnes to be introduced to a wider audience and appreciated by a younger generation.

The CD could be used as part of an Educational Resource package for schools, colleges, groups and individuals.

For example-History Curriculum, Key Stage 1 (5-7)

'Significant historical events, people and places' William Barnes could feature in a study of Dorchester: the coming of the railways/building of the museum as well as being a figure of interest: legacy/poetry.

The album 'Beauty of Blackmore' will make more people aware of the wonderful cultural legacy left by William Barnes through his magnificent portrayal of Dorset country life in verse. It will instil a new awareness of the precious cultural heritage for future generations of this historic county of Dorset.

If successful with our bid we will happily donate a CD 'Beauty of Blackmore' to the Dorset County Museum and the Dorchester Library.

**WILLIAM BARNES SOCIETY**

INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDING 31/07/2017

INCOME	2017	2016	EXPENDITURE	2017	2016
Membership	1277.00	892.00	Newsletters	539.00	516.00
Donations	340.00	160.00	Postage	277.36	478.00
Refreshments	139.25	21.34	Printing	312.16	284.00
Summer Lunch	880.00	662.00	Donations	75.00	125.00
Stationery	454.85	0.00	Notelets		756.00
CD records	74.00	0.00	Playing Cards		221.40
Postage	73.35		Membership	80.00	90.00
Legacies	0.00	500.00	Room hire	210.00	150.00
	3238.45	2235.34	Performance fees	410.00	50.00
Excess expenditure	355.95	1288.04	Summer Lunch	855.00	750.00
			Sundries	158.78	102.98
			Web site design	300.00	
			CD production	300.00	
			Stationery	77.10	
	3594.40	3523.38		3594.40	3523.38

SCHEDULE OF ASSETS AS AT 31ST JULY 2017

Balance at Santander Bank	4710.11	Represented by	
		Seat Fund	1500
		Recording Fund	270
		General Fund	2940.11
	4710.11		4710.11
Signed	W.R.K.Hooper, Hon Treasurer	Date	

B.Caddy, Chairman



## DORCHESTER TOWN COUNCIL

### GRANT APPLICATION FORM

1.	<i>Name of organisation.</i> <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorchester Casterbridge Rotary Club -who are Promoting the Dorchester Marathon, supported by White Star Running
2.	Name and address of responsible officer who should be contacted regarding this application.	<i>Name</i> John Adams Address Pound House, Waterside Lane Sydling St Nicholas Dorset  Tel. No: 01300 341191 (Mobile) 07976757203
3.	Address where activities are based.	Dorchester Show Ground, central Dorchester, and roads between Dorchester and Wool
4.	<i>What area (community) is served?</i>	Dorchester and surrounding area Participants are anticipated from around the region
5.	Are there any other similar facilities or services provided in the area/district?	Dorchester Lions Fun Run takes place annually in March. Other timed running events take place around Dorset
6.	How does your organisation / activity benefit the residents of Dorchester	The Marathon is part of a weekend event focused on bringing runners and families into Dorchester for the weekend of 26-28 May 2018 The aims are <ul style="list-style-type: none"> <li>• To increase spend locally, primarily Dorchester town centre – 3,000 extra visitors in 2017</li> <li>• To raise funds for local charities/good causes - £13,000 raised in 2017</li> </ul>
7.	<i>Present charges/ subscription/fees.</i> Please attach schedule if available.	Runners pay £30 -£42 entrance A small amount of commercial income is anticipated from stall holders at Show ground Sponsorship and advertising is being sought
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	See 7.
9.	<i>Details of the project facilities or service to be provided and how they will benefit the community.</i> <i>(Continue on a separate sheet if necessary.)</i>	The first Dorchester Marathon took place on 28 May 2017, with the max. 1,400 places all taken early. It fully met and then exceeded all expectations for participation, economic impact and fundraising – we were able to distribute surplus funds raised in the first year.  Year 2 replicates but expands on the first year. Places for runners will be increased, meaning our costs will be higher, at £90,000, but this should result in greater economic impact and higher surpluses.

10 .	a) Proposed starting date of project or acquisition date of equipment.  b) Estimated completion date.	Fundraising to put on the event started in September 2017. Discussions with key sponsors are ongoing, as is support from DCC and WDDC. There are a number of fundraising milestones in place which will determine that the event can be held, although based on our first year experience we are confident these will not be an issue.
11 .	Please give details of the cost of the project.	Overall cost is £90,000, to be funded by race entrant income (£60,000), Commercial Income (£5,000) and sponsorship (£25,000)
12 .	<i>Please give details of other grants awarded or applied for.</i>	Approaches will be made to DBiD and a number of local businesses.
13 .	Amount of grant requested from Dorchester Town Council.	£500.
14 .	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	-
15 .	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect. I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)... John Adams</p> <p>Position Held ..</p> <p>For and on behalf of Dorchester Casterbridge Rotary Club</p> <p>Date.... 4 November 2017</p>	



Adrian Stuart  
Dorchester Town Council,  
19 North Sq.,  
Dorchester DT1 1JT

Dear Adrian

Dorchester Marathon 2018

The Marathon Steering Committee are most grateful for the help and support of Dorchester Town Council in developing this new major sporting event for our County Town. As you will be aware, the Marathon was a great success in its inaugural year and we are now working to build on this to make the event on May 27<sup>th</sup> 2018 even event bigger and better: further enhancing our support to local charities and the economy of Dorchester.

We are again seeking sponsorship, which is essential to stage such a large and complex event with cost in the region of £90,000. Your support last year was critical to the development and standing of the Marathon in the community and I am writing to ask if your Council would be prepared to sponsor the event again in 2018: providing the important endorsement of our host town. You kindly provided £500 last year and we are hoping that you will be able to do so again as we seek to develop the event as a major feature of Dorchester.

I will drop in a sponsorship pack this afternoon which provides greater detail and a financial model which demonstrates the importance of sponsorship in making our embryonic event financially viable.

Thank you for all your invaluable help and support

Best wishes,

John

John Adams  
Chairman of Dorchester Marathon Steering Committee.



**DORCHESTER TOWN COUNCIL**  
**MANAGEMENT COMMITTEE – 14 NOVEMBER 2017**  
**EXCLUSIVE RIGHT OF BURIAL AND INTERMENTS AND BURIAL OF ASHES**

1. To note that grants of Exclusive Right of Burial have been issued for the following grave spaces:

<b>Name</b>	<b>Grant No:</b>	<b>Grave Number</b>
<b>Dorchester Cemetery</b>		
BARBARA MEARNNS	2985	2241A
SUE MITCHELL	2989	2241B
<b>Poundbury Cemetery</b>		
YVETTE SMITH	2986	292
YVETTE SMITH	2987	282
SANDRA MAKEPEACE	2988	317
ZIAUDDIN KHAN	2990	267
HELEN ELLERBY	2991	327
<b>Fordington Cemetery</b>		

2. Since the last meeting of the Committee there has been the following interments, ashes etc at Dorchester's Cemeteries:-

01.09.2017 – 31.10.2017	<b>Dorchester</b>	<b>Fordington</b>	<b>Poundbury</b>
<b>Interments</b>	3	1	6
<b>Ashes</b>	6	-	2
<b>Garden of Remembrance</b>	-	-	-
<b>Dorchester South Chapel</b>	1	-	-
<b>Poundbury Chamber</b>			-
<b>Children's Plot</b>			-



**DORCHESTER TOWN COUNCIL  
MANAGEMENT COMMITTEE – 14 NOVEMBER 2017**

**Monitoring Report - Lettings**

<b>Chargeable Bookings 2016-17</b>					<b>Chargeable Bookings 2017-18</b>				
	Corn Exch	Town Hall	Other Rooms	Income	Corn Exch	Town Hall	Other Rooms	Income	Higher (Lower)
SEPT	30	22	4	£3410	37	25	3	£5343	£1933
OCT	38	31	7	£4744	32	25	3	£4202	(£542)
<b>Total</b>	<b>68</b>	<b>53</b>	<b>11</b>	<b>£8154</b>	<b>69</b>	<b>50</b>	<b>6</b>	<b>£9545</b>	<b>£1391</b>

<b>Bar Income 2016-17</b>			<b>Bar Income 2017-18</b>		
SEPTEMBER		£388	SEPTEMBER	£736	£348
OCTOBER		£1016	OCTOBER	£330	(£686)
<b>Total</b>		<b>£1404</b>		<b>£1066</b>	<b>(£338)</b>

<b>Non Chargeable Bookings 2016-17</b>				<b>Non Chargeable Bookings 2017-18</b>			
	Council	Partners	Total		Council	Partners	Total
SEPT	8	24	32	SEPT	7	5	12
OCT	1	9	10	OCT	5	5	10
<b>Total</b>	<b>9</b>	<b>33</b>	<b>42</b>		<b>12</b>	<b>10</b>	<b>22</b>

<b>Civil Marriage Ceremonies (Number of exclusive packages shown in brackets)</b>									
2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
22	16	24	14	18	15	7(4)	3(3)	5(2)	(1)

Municipal Buildings – Percentage of actual income against estimated income to date: 60.7%

<b>Weymouth Avenue Pavilion 2017</b>				<b>Weymouth Avenue Pavilion 2017-18</b>			
	Paid	FOC	Income	TRANSFERRED TO D. CRICKET CLUB			
JULY	15	1	£492				
AUGUST	6	1	£175				
<b>TOTAL</b>	<b>21</b>	<b>2</b>	<b>£667</b>				

<b>Borough Gardens House 2016-17</b>				<b>Borough Gardens House 2017-18</b>			
	Paid	FOC	Income	Paid	FOC	Income	Higher (Lower)
SEPT	13	0	£579	7	1	£292	(£287)
OCT	9	0	£482	10	0	£411	(£71)
<b>Total</b>	<b>22</b>	<b>0</b>	<b>£1061</b>	<b>17</b>	<b>1</b>	<b>£703</b>	<b>(£358)</b>

**DORCHESTER TOWN COUNCIL  
MANAGEMENT COMMITTEE – 14 NOVEMBER 2017  
MUNICIPAL BUILDINGS MAINTENANCE AND PROJECTS**

<b>Regular Contracts</b>	<b>Contractor</b>	<b>Last Completed</b>	<b>Next Scheduled</b>
Emergency Lighting annual test and service	Andy Whitty	November 2017	November 2018
Boiler Service	New contract: 2016 Benzoni Services Limited	October 2017	October 2018
PAT Testing	DAM Group	November 2016	November 2018
Lightning Protection	GNS Steeplejack Ltd	September 2017	September 2018
Emergency Evacuation Chairs service	Evac + Chair International	August 2017	August 2018
Fire Alarms annual test and service	Andy Whitty	November 2017	November 2018
Stage Units – annual test and service	New contract: 2016 - Cahill Ltd	October 2017	October 2018
Service Clock – annual test and service	Smiths of Derby	November 2016	November 2017
Ventilation Clean	Rentokill	October 2017	October 2018
Intruder Alarm	Chubb	March 2017	March 2018
Lighting Rig Test 3 Part (i) Rigging inspection (ii) Electrical inspection (iii) PAT testing	Stage Electrics – 3 Year Service Agreement 14/16	May 2017	May 2018
Lift	Stannah	June 2017	June 2018
Fire Extinguishers	Fire Express Ltd	August 2017	August 2018
Fixed Wire Testing (5 Year)	New contract: 2016 A. Whitty	March 2016	March 2021
Provision of toilet sanitary receptacles and emptying	PHS group Ltd	Eco – shield White x 4 Sanitary Bag Disp – x 24 Nappy Bag disp x 26	Regular visits
Glass Collection Waste (Bar)	Dorset Waste Partnership	Fortnightly	Fortnightly
Car Park Gates – Annual test and service	New Contractor	February 2016	September 2018

**Recent, current or planned maintenance projects over £1000 or special individual projects requested by Members**

<b>Project</b>	<b>Cost</b>	<b>Progress</b>
Town Hall internal stonework repairs and external painting of wooden windows and doors.	£21,254.00	Very nearly complete – odds and ends left to do. The new blinds have been installed and are working well.

**DORCHESTER ARTS BOARD MEETING**  
**Monday 25th September 2017, 4.30pm**  
**CORN EXCHANGE**

**1. Welcome.**

The Chair welcomed the following to the meeting:

Mark Tattersall MT (Artistic Director)

Louise Sheaves LS (Chair)

Terry Hooley TH (Treasurer)

Tess James TJ

Susie Hosford SH (for WDDC)

Penny Treadwell Anderson PTA

Fiona Kent-Ledger FKL (for DTC)

Jennie Veale JV

The chair also welcomed

Roger Jarvis RJ

Peter Smith PS

...who would be proposed as members during the meeting.

**2. Apologies:**

Apologies were received from: Sara Lock, Fiona Pearson, Carl Woodward and Trevor Ware

**3. Conflicts of interest:**

There were no conflicts of interest registered.

**4. Minutes from 31st July 2017:**

These minutes had been circulated and were approved subject to two typos, plus the inclusion of a mention of defibrillator training that TW would like to see implemented. LS proposed and PT seconded.

**5. Matters arising:**

There were two matters arising that were not on the agenda.

The first was the result of action after a discussion about the slowdown of wedding bookings in item 8. FKL and SH pointed out the problems about shortage of dates and MT suggested getting word out that the venue is more available than it may seem. ACTION SH.

The second matter, from item 9, is a record that the Maltings board have asked for legal advice as they are not happy with a 'side letter' to MT's employment contract. Until 'Canopy' funds become available MT is being paid his normal salary. The delay in the 'Canopy' money is due to ongoing discussions between the WDDC lawyers and their counterparts for Brewery Square Development Company. Dorchester Arts feel that their 'hands are tied' but SH offered to try to expedite matters with WDDC. ACTION SH

**6. Trustees:**

Roger Jarvis and Peter Smith were proposed to the board by LS and seconded by TH. Both were welcomed by all.

**7. DTC:**

It is nearly two years since DA moved into CX and an extension agreement is needed on the Magistrates Room and the bar franchise.

All are happy with the way it is working and there are no signs that a new agreement will be rejected. Adrian Stuart is working on a date for a meeting with councilors to discuss renewing both agreements.

Another hard hat tour of The Maltings is being organised for DTC members. ACTION FKL

FKL asked for more flexibility for wedding dates at CX, pointing out that it was advantageous on all levels - especially to the bar funds.

**8. Finance:**

MT informed the board that there was no guarantee of future WDDC funding and DA could find itself £36000 less well off after April 2019 if nothing is done.

SH reported that a working body of councils has been formed but there is only a small window for movement due to many other issues and events.

MT told the board that DA should develop a plan to exist without the funding, saying that a contingency plan is no bad thing – and if we manage to retain all our some of the funding but have worked towards not needing it, the net effect is positive. He is in touch with Mike Hoskin from The Arts Development Company who is keeping an eye on the issue to see how it will affect the Arts landscape generally.

MT was able to report that all the DA figures are going in the right direction for growth and strength, but not enough to cover the loss of WDDC funding yet. He asked the finance committee to look at where extra income could come from, while also continuing to lobby WDDC and (as and when it exists) the unitary authority for continued funding.

#### **ACTION FINANCE COMMITTEE**

The inability to recharge ticket buyers for credit card fees was discussed and MT outlined various strategies to cope with the loss. The name of a new restoration /survival levy needs to be found and trustees were asked for ideas. **ACTION ALL TRUSTEES. *Post-meeting note: in the interim, the name 'Future Fund Levy' has been chosen.***

#### **9. The Maltings:**

The Executive Summary of the fundraising feasibility study has been received by The Maltings Arts board and is to be circulated to DA Board members. **ACTION MT.**

MT informed about Heritage Lottery funding opportunities, Achates Philanthropy and potential help from Arts Council.

RJ recommended that legal advice be sought on the structure of any commercial operations to be run under a trading arm.

MT said that he is aware that legal advice will be needed further down the line.

#### **10. AD's Report:**

MT pointed to his circulated report and some points were made.

TH noticed that The Thomas Hardy School concerts are free.

LS asked about funding for the play 'A Pure Woman' and MT asked if the board would approve a £1k DA funding towards this due to its strategic importance. This was unanimously agreed by the board.

A general discussion about funding for the play ensued and PT suggested approaching other sources such as US Hardy Associations etc.

DT2 Productions are hoping to take 'Kinetics' to the Edinburgh Fringe and FKL told the board that the Parkinson's Society is a better funding chance than Parkinson's UK.

The board were asked about contacts in Edinburgh for accommodation. **ACTION TRUSTEES.**

TH asked about the social media used to advertise at DA and asked if the stats can go into the next report. **ACTION MT.**

#### **11. Fundraising:**

PT reported that fundraising is going well with lots of activity. The board were asked for suggestions for Promises for the Auction of Promises at the February event.

**ACTION ALL TRUSTEES (NB: Jane Burden happy to offer another Murder Mystery if wanted.)**

#### **12. HR Policies:**

RJ has agreed to serve on HR and Policies committee. Work is progressing on board induction pack.

#### **13. AOB:**

JV showed the board a brochure that she thinks has a good fold-out format and easy to view timetable.

#### **14. Date of next meeting:**

4th December 2017 at 4.30 in Dressing Rooms.