



Dorchester Town Council

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6 November 2019

Agenda for the meeting of the **Management Committee** which will be held in the **Council Chamber, Municipal Buildings, Dorchester on Monday 11 November 2019 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 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, D. Taylor and The Mayor ex-officio.

Agenda

1. Apologies

2. Minutes

To read, confirm and sign the Minutes of the meeting of the Committee held on 9 September 2019 (adopted by Council on 30 September 2019). A copy of the Minutes can be found at www.dorchester-tc.gov.uk/Committees/Management/Minutes.

3. Management Arrangements – Outdoor Services

To receive the Outdoor Services update report (enclosed).

4. Allotment Fees 2020

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

5. Thomas Hardy Gardens Residents Association

To consider correspondence from the Thomas Hardy Gardens Residents Association with regard to its proposal for renaming Sandringham Annex (enclosed).

6. 75th Anniversary of VE/VJ Day

2020 is the 75th Anniversary of VE and VJ Day. 2019 was the 75th anniversary of D Day and the Council worked successfully with the Keep Military Museum to plan a day of commemorative events which included a Civic Service in the Gardens.

If Members are agreeable it is proposed to once again partner with the Military Museum with regard to the 2020 commemorations which would most likely include a Civic Service in the Gardens on the re-arranged bank holiday – Friday 8 May.

7. Grant Application

To consider a grant applications (enclosed) from:-

- (i) Transition Town Dorchester - Trees
- (ii) Buttermarket and Friends
- (iii) AsOne Theatre
- (iv) Transition Town Dorchester - Repair Cafe
- (v) SWD Multicultural Network

8. Summer Events 2019

To receive the feedback report from the events held over the summer (enclosed).

9. Service Review Task and Finish Group

To consider the notes of the Task and Finish Group to be held on Thursday 7 November 2019 (to follow).

10. 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 (report on the website).

- (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.

11. Monitoring Reports

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

12. Urgent Items

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

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11th November 2019 OUTDOOR SERVICES UPDATE REPORT – Autumn 2019

1. This period saw the hot dry weather finally break to be followed by successive rounds of heavy rain and more recently the first winter gale. This resulted in moderate waterlogging, due in no small part to the intensity of the rainfall and how dry the sub soil profile was. Cooler weather is yet to establish leading to continued grass growth, cutting the grass is however made difficult by the wet ground so progress will continue to be staggered and slow, so ensuring the quality of the ground after cutting is maintained by avoiding overly wet conditions.

2. Works in the Borough Gardens have continued with a large effort being put into improving the quality of both features and displays. The Tirah memorial area received special attention before the annual commemoration event took place in October, it was stripped of old grass, topsoil imported (using soil stockpiled from the old bowling green) levelled and consolidated and re turfed creating flower beds in the outline shape of the VC medal. The memorial itself was also washed and cleaned and adjacent seats were cleaned, rubbed down and re-painted. Pruning to overhanging shrubs and low tree branches completed the works which were very well received by all at the service.



Attention has turned to the annual beds and the change over from summer to winter plantings with several beds empty awaiting planting which is a little delayed due to how wet the soil is. Several beds will be left empty in the gardens this year to allow for a winter of deep cultivation, each bed will be at least double dug and manure introduced along with compost produced in the gardens. The aim is to complete a proportion of beds every winter for the next three years so a floral display is maintained each winter but problems with the soil structure are resolved. The flower beds have not been deep cultivated for several years and cultivation pans exist limiting water uptake and drainage. In addition, the soil is low in organic material which is important for healthy plant growth. Staff have successfully propagated and grown on the plants for the winter in the council's nursery which in accordance with members wishes has seen further improvements in the form of renewed electricity

fittings to allow for the renewal of propagation equipment with up to date versions which will improve germination rates and allow for more even and controlled seedling growth.

Winter works lists are being created at the moment again with a view to improving the quality of the gardens for visitors these will include for example the painting and treatment of seats and bins, edging of grass, cleaning of fencing and the aforementioned shrub planting.

Additional bulb planting has taken place recently with a view to the creation of a Camassia meadow bank adjacent to the entrance to the gardens by the old Bowls Pavilion.

Turf was stripped by machine and the Camassia bulbs individually planted at approx. 24 per square metre. The area was then raked over and a layer of bright mixed crocus added before the turf was replaced. The Crocus should provide a very bright early show followed by the serene blue of the Camassias in late spring giving life to a previously un-inspiring area and offering a warm welcome to the gardens from the gateway. This is part of a wider initiative to bring the tennis court end of the gardens into more use and improve its appearance for people approaching from Bowling Alley Walk.

3. The Outdoor Services team have been very busy carrying out both grass cutting and other operations over recent weeks. Routine work has continued keeping play equipment in a safe condition. In addition, several play area safety surfaces have received heavy maintenance with the removal of moss and weeds, pressure washing to remove debris followed by application of a specialist sand which was then worked in to give the surface new life.

Recent high winds when trees were in leaf resulted in some damage. One tree at Salisbury Field lost a large stem and will need to be felled and a large stem also broke out of a Tulip Tree in the Borough Gardens. Thankfully this tree which is popular with children and adults alike due to its low bench like trunks can be retained. The Council's staff dealt with these very quickly restoring both sites to a tidy condition and also ensuring as much as possible that remaining dangerous hanging branches etc were removed. Two trees will be planted in Salisbury Field to replace the one that was lost.

Within cemeteries attention has continued to focus on the meadow burial area of Poundbury Cemetery which is subject to an improvement plan. The site has had treatments to remove undesirable aggressive weeds and grasses to facilitate a clean seed bed for the desirable species seed to be applied to, the new fencing has also been installed. Re-seeding the grass boundaries of the newly graded soil area in the section has taken place and this has established very well. This creates a mown grass access path around the perimeter of the site to facilitate easy access and frame the meadow area in the middle.

4. Biodiversity work has moved forward further with the completion of trial wildflower areas at Fordington Cemetery as per the Biodiversity action plan item 6.0 Calcareous Grassland.

As reported previously several sections of prominent wildflowers were not cut earlier this year; The remaining grass in the cemetery was cut at normal frequencies and the wildflower areas were cut on the 2nd and 3rd and 15th of September. Local volunteers then raked the grass to ensure soil was not enriched by decomposition of the cuttings.

The recent survey contains several management and maintenance recommendations that the Outdoor Service Manager will try to embed into the new grass cutting tender specification that will be complied over the coming winter, this should see the existing wildflower numbers increase and hopefully see a similar increase in other wildlife using the site.

5. The Town Clerk was recently approached regarding the potential relocation of a free meals service operated by a member of the public to help homeless people in Dorchester. The individual does this on a voluntary basis and currently operates by the County Library on Mondays and Fridays. There have been occasions when users of the service in that area have caused upset to passing members of the public and a request has been made that the Town Council considers allowing the person to operate from Maumbury rings, the rationale being it remains central within the town but will have reduced numbers of people in the area.

Officers have responded that whilst broadly supportive, there is the need to gain Management Committee approval for the relocation. Officers are also aware that this may lead to complaints from nearby residents and users of the open space should anti-social behavior occur.

Members are asked to consider the following options: _

1) Allowing the relocation of the food station to Maumbury rings for a trial 6-week period.

2) Refusing Permission to use Maumbury Rings

Officer Recommendation

To adopt Option 1.

Note

Before the commencement of any trial, officers will meet with the provider to ensure safe and appropriate operating practices and that measures are in place to try to control ASB. At the end of the trial period, Management Committee would receive and an overview report from officers. Members could then consider the report and make a further decision upon a longer-term arrangement, potential relocation to a site as yet unknown or cessation.

Carl Dallison

Outdoor Services Manager

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11 NOVEMBER 2019

ALLOTMENT CHARGES 2020

1. The 2018-19 costs of operating the Council's 331 full and half-plot allotments are as follows:-

2018-19	Expenditure £	Income £	Net £
Site maintenance, rental, and administration	9,337	7,963	1,374
Water (5 sites)	2,984	1,446	1,538
Total	12,321	9,409	2,912

2. The Council has pursued an agreed strategy of reducing the cost to the tax payer of providing this service and increased both the allotment rent and water charges by £1.00 each last year.
3. Water consumption rose significantly in 2018-19 due to the dry summer and it is proposed that the charge for water be increased from £6.50 to £7.50 for a half plot and from £8.50 to £9.50 for a full plot.
4. In respect of the allotment fee element of the charge it is proposed to increase this by £1.00 per plot no matter what the plot size. This will further 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.
5. In summary it is **RECOMMENDED** that:-
- The allotment rent, from January 2020, be increased by £1.00 per plot no matter the size.
 - The water fee, from January 2020, be increased by £1.00 per plot no matter the size.
6. Set out below is the schedule of charges for 2019 and 2020. The administration fee has not been increased for the last few years as it was increased significantly before that and an additional increase is not recommended for 2020.

SCHEDULE OF ALLOTMENT CHARGES

	Current 2019 £	Future 2020 £
Rent - Full plot on any site	36.00	37.00
Rent - Half plot on any site	20.00	21.00
Water Charge – Full plot	8.50	9.50
Water Charge – Half plot	6.50	7.50
(excludes Frome Terrace – no water)		
Administration Fee for new tenants	50.00	50.00

A double fee will be charged to non-residents

For a typical plot holder the charge will therefore be: -

Rent - half plot on any site	20.00	21.00
Water Charge – half plot	6.50	7.50
Total charge for full year	26.50	28.50

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 11 NOVEMBER 2019

THOMAS HARDYE GARDENS RESIDENTS ASSOCIATION – PROPOSAL FOR SANDRINGHAM ANNEXE NAME CHANGE

1. Request received from Thomas Hardy Gardens Residents Association (extract):-

Following consultation with local residents we would like to formally request that the football pitch, that was referred to as Sandringham Annexe as part of the consultation process in March last year, be renamed Hardy Field. We feel this better reflects the fact that the football pitch is open space for the benefit of the Thomas Hardy Gardens Estate and is not an annexe to the Sandringham field.

2. Response to THGRA from the Town Clerk:-

- I will put your request to rename the Sandringham Annexe to a future meeting of the Management Committee, along with a recommendation that it is refused – in my view it would be wrong to name a piece of land gifted to the whole town for recreation purposes such that is perceived to having been gifted for “the benefit of Thomas Hardy Gardens” as you put it.

3. Response from THGRA to the Town Clerk is attached.

Steve Newman
Deputy Town Clerk

RECEIVED
14 OCT 2019

Dear Mr Stuart,

Thomas Hardy Gardens Residents Association

Thank you for your response to my letter dated 24th August 2019. For your information our e-mail address is THGRA@gmail.com

If I may, I would like to respond to the five main points in your letter dated 12th September 2019 as follows:-

Thank you for notifying the Planning Clerk regarding our parking issue, and we look forward to hearing from and working with her and Dorset Council to resolve this issue.

With regard to our proposals to name the field 'Thomas Hardy Gardens Playing Field' we would wholeheartedly agree with the comment in your letter that this is a 'piece of land gifted to the town for recreational purposes'. The Resident's Association feels that the name Sandringham Annex falsely links it to the main Sandringham field. The playing field was paid for by Thomas Hardy Gardens residents through planning gain. In addition to this, Betterment (the Thomas Hardy Gardens developer), was required to make a basic credit approval for the sum of £1.2m to allow the development of 25 units of rented and shared ownership in Edward Road and 18 units on the Booker site. This £1.2million contribution was funded by Thomas Hardy residents.

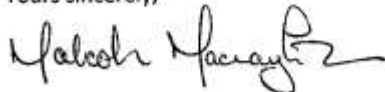
Our purpose in asking for the field to be appropriately named is to ensure that it is explicitly linked to the Thomas Hardy Gardens estate as public open space rather than an annex to a larger piece of land. Could you clarify where the name Sandringham Annex arose from, in the original planning application 1/E/95/000132 it was referred to as 'Thomas Hardy Gardens Playing Field'. In other parts of the planning application it was referred to as 'Hardies' Pitch' and indeed this is the name that the Town Council has used in minutes of their meetings. We are therefore unclear why and how the name Sandringham Annex arose.

I would be grateful if you could ensure that the Management Committee is made aware of our views before they make their decision.

We have an AGM shortly and will discuss the use of the field with residents and come back to you with any suggestions regarding the use of the field and goal posts.

The Residents Committee do have an idea for a possible location for the notice board and will again seek views at the AGM before coming back to you. We acknowledge your concerns about land ownership and grass cutting. Thank you for agreeing to replant the tree on Gabriel Green and for agreeing to replace the 'No Dogs' signs on the playing field.

Yours sincerely,



Malcolm Macnoughtan – Chairman THGRA

Copied to Dorset and Town Councillors

**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>	Transition Town Dorchester (TTD)
2. Name and address of responsible officer who should be contacted regarding this application.	Name Kate Forrester Address 37 Monmouth Rd. Dorchester DT1 2DE Tel: _____ (Mobile) 07905 961750
3. Address where activities are based.	Underlanche Farm Parkway Farm Poundbury Dorchester DT1 3AR
4. What area (community) is served?	Dorchester, and Poundbury
5. Are there any other similar facilities or services provided in the area/district?	No
6. How does your organisation / activity benefit the residents of Dorchester	TTD runs a community farm + orchard next to Poundbury. We aim to engage people in exploring ways of sustainable living + building community. We hold events such as a recent Apple Day, + previous tree planting events, to which we invite people from the local area + schools to take part.
7. Present charges/ subscription/fees. Please attach schedule if available.	—
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	—

<p>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></p>	<p>See separate sheet</p>
<p>10. How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>We plan to offer people the opportunity to offset their carbon footprint by donating money or time as an ongoing project so we can continue to buy + plant trees.</p>
<p>11. a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>December 2019 / January 2020 ongoing</p>
<p>12. Please give details of the cost of the project.</p>	<p>We have a list of 78 mixed trees which will cost £101. We would like to buy 4 packs (= 312 trees)</p>
<p>13. Please give details of other grants awarded or applied for.</p>	<p>We will receive 420 free trees from the Woodland Trust in March.</p>
<p>14. Amount of grant requested from Dorchester Town Council.</p>	<p>£400</p>
<p>15. Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i></p>	
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>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)..... <u>Kate Forrester</u></p> <p>Position Held..... <u>Secretary</u></p> <p>For and on behalf of <u>Transition Town Dorchester</u> Date <u>30 Oct 2019</u></p>	

9. Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.) We would like to buy trees to plant this winter. Tree planting is a simple low tech way of combating climate change, and one in which almost everyone can take part. We have already contacted local schools and youth groups about this, as well as planning an advertising campaign for people to offset their carbon footprint from e.g. a plane flight, to help us out with planting trees. This activity is in conjunction with the Woodland Trust's Big Climate Fightback – their campaign to get one million people to join the fight against climate change by planting trees in (and after) November. We have planted hundreds of trees in the past few years, and have plenty of space still to plant. We believe passionately that if people understand that they are not powerless to do anything in the face of the enormity of climate change, they will be willing to take part in something they can do locally.

Transition Town Durdrester 'raw' accounts 2017-2019

Transaction	Date	Debit Bank Stmt Payee/Payer	Category	Payments	Receipts	Total
R/F minus petty cash						
01/06/2017	01/06/2017					
01/06/2017	16/06/2017	Len	Poultry	£70.01	£2,347.57	£2,347.57
08/08/2017	02/09/2017	United Church	General		£2,077.96	£2,077.96
09/10/2017	30/10/2017	North Insurance	General	£886.00		£1,863.86
20/12/2017	30/01/2018	Conspicuous data	General	£138.40		£1,725.46
20/12/2017	24/01/2018	K&B bee stuff	Farm	£71.11		£1,654.35
20/12/2017		Len goose staff	General	£13.80		£1,640.55
27/12/2017	27/12/2017	Tesco/Drum/Poly/meal	General		£1,000.00	£2,640.55
32/01/2018	29/01/2018	Jenny goose staff	Poultry	£70.38		£2,570.17
07/03/2018		New plant searches	General	£85.00		£2,485.17
07/03/2018		Len goose staff	Poultry	£59.10		£2,426.07
14/03/2018		Crumpack House	General	£13.00		£2,413.07
12/05/2018		Search refund	General		£12.00	£2,425.07
09/08/2018		Kathy	Poultry		£2,490.77	£4,915.84
09/08/2018		Len goose staff	Poultry		£100.00	£5,015.84
09/08/2018		DCC - henwax	Farm	£103.54		£5,119.38
24/08/2018		Scholar	Poly/meal	£24.99		£5,144.37
30/09/2018		Robert Dyes	Poly/meal	£5.89		£5,150.26
11/09/2018		Insurance - Cornish Mat General	General	£32.64		£5,117.62
30/09/2018		Insurance - Cornish Mat General	General	£950.00		£4,167.62
30/09/2018		Ground clearance - Tim	Poly/meal		£1,775.25	£2,392.37
31/09/2018		Car boot sale	General	£77.25		£2,315.12
31/09/2018		First Turkeys Replacements	Poly/meal	£32.48		£2,282.64
27/09/2018		Screw fix build kit	Poly/meal		£2,200.12	£2,200.12
26/09/2018		Kathy Build kit	Poly/meal	£16.40		£2,183.72
25/10/2018		Watrose	General		£135.00	£2,318.72
30/12/2018		Len First Turmal parts, c	Poly/meal	£304.64		£2,014.08
18/11/2018		Len - wood	Poly/meal	110.09		£1,903.99
30/12/2018		Comparties House	General	£15		£1,888.99
30/02/2019		Len farm	General	£32.24		£1,856.75
20/02/2019		Math accounts 17/18	General	£100.00		£1,756.75
27/02/2019		Math (10 MICE), 14 BU	Poultry		£24.00	£1,780.75
31/03/2019		Martin seeds	Poly/meal	£23.62		£1,757.13
31/03/2019		Egg	Poultry		1.00	£1,758.13
31/03/2019		Egg (Len)	Poultry		35.00	£1,803.13
05/04/2019		Podlock (Len)	Poly/meal	23.99		£1,779.14
28/01/2019		Len goose staff	Poultry	21.15		£1,757.99
23/02/2019		Len goose staff	Poultry	8.10		£1,749.89
08/04/2019		Len goose staff	Poultry	18.00		£1,731.89
14/04/2019		Egg (Kathy/ Lisa)	Poultry		23.00	£1,754.89
05/05/2019		Milk	Poly/meal	7.09		£1,747.80
06/05/2019		Egg (Len/ Lisa/Kate)	Poultry		33.00	£1,780.80
10/05/2019		Len (Lisa)	Poultry		16.00	£1,796.80
21/05/2019		Len (Lisa)	Poultry		10.00	£1,806.80
31/05/2019		Kathy (Lisa)	Poultry		11.00	£1,817.80
31/05/2019		Len (Lisa)	Poultry		3.00	£1,820.80
06/06/2019		Len (Lisa)	Poultry		8.00	£1,828.80
10/06/2019		Postnote	Poly/meal	5.70		£1,834.50
29/07/2019		Len (Lisa)	Poultry		3.00	£1,837.50
06/08/2019		Martin seeds	Poly/meal	22.76		£1,860.26
19/08/2019		Len goose staff (3 meals)	Poultry	59.52		£1,919.78
19/08/2019		Len Goose Egg	Poultry		34.00	£1,953.78
19/08/2019		Kathy (Lisa)	General	22.50		£1,976.28
19/08/2019		Clive Sparring	Poly/meal	66.01		£2,042.29
32/08/2019		Church donation	General		1.00	£2,043.29
22/08/2019		Insurance - Cornish Mat General	General	448.00		£2,491.29

3 paid to paypal by KH - not paid in

They took wrong amount...

Enailed request receipt - no answer...

1. receipt 25.52 i.e. 98.52-73 Ruth - should this match receipts or statement?

Cheque paid in PO 22/08

**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

RECEIVED

- 3 OCT 2009

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Buttermarket & Friends
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Charlotte Fancy Address 4 Dugdale Road, Poundbury DT1 3DS Tel (Mobile) 07919016833
3.	Address where activities are based.	Buttermarket Christmas market Buttermarket Poundbury DT1 3AZ
4.	What area (community) is served?	The area of Dorchester will be served by this Community Event
5.	Are there any other similar facilities or services provided in the area/district?	Not that we are aware of on this date
6.	How does your organisation / activity benefit the residents of Dorchester	It is hoped that the event will give a Christmas experience to Children, with its Santa's Grotto and other activities. Adults will enjoy some festive Jazz Music from a live Jazz band, Christmas market stalls and other activities to make the Community feel part of this growing event. It is also Small Business Saturday. So we will be encouraging and supporting local small business to take part of the event and be a showcase for local business
7.	Present charges/ subscription/fees. Please attach schedule if available.	NONE
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	Each stall holder will pay a fee for a pitch, this fee will go towards Insurance and set up costs

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<p>This event is in its 4th year and has been growing steadily each year. Buttermarket will be a thriving and lively Christmas Market for local producers and businesses. It is aimed for the whole Community of Dorchester and will encouraging people from all over the Town to attend and join in</p> <p>We are aiming to increase the services provided to include a Santa's Grotto and Sleigh for Children and a Jazz band for that full Christmas Community spirit</p>
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>It is hoped that once the infrastructure is in place, we can encourage more business sponsorship, maybe increase the stall holder provisions, increase the footfall and increase donations.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>We are hoping to buy the materials to make the Santa's Grotto & Sleigh over the next 6 weeks and have volunteers ready to help build and construct both items. We are in talks with a local live Jazz band & PA Company for the day.</p>
12.	<p>Please give details of the cost of the project.</p>	<p>The cost of the project is £2500</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>At Present we have not applied for any other grants or funding</p>
14.		<p>£500</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>The money granted will go towards the material for the Grotto & Sleigh. If we are able to fund building these items, we propose to offer them to other Communities such as Schools to use over the Christmas period.</p>
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>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).....<i>Phanay</i>.....</p> <p>Position Held.....<i>Organiser</i>.....</p> <p>For and on behalf of.....<i>Buttermarket & friends</i>..... Date.....<i>28/9/19</i>.....</p>		

AsOne theatre company

RECEIVED

- 4 NOV 2019

Talbothays
3 Osmington Lodge
Osmington
Weymouth
Dorset
DT3 6EX

01305835541
26/10/19

Steve Newman,
Deputy Town Clerk
Dorchester Town Council
19 North Square
Dorchester
Dorset DT1 1JF

Reference – Dorchester Town Council Grant

Please find the enclosed Application Form to support our forthcoming project 'Mary Anning - the mad woman of Lyme' which is a new play about one of Dorset's great women residents. The play is planned to tour theatres and Dorset schools during the spring of 2020. Our aim is to tour our work nationally; and importantly continue to bring exciting free theatre to children through our Library/Schools Live initiative, giving all children equal access.

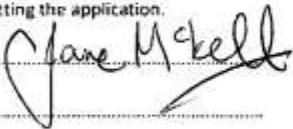
We look forward to your consideration for this important and exciting project.

Yours sincerely


Jane Mckell
Artistic Director
AsOne Theatre Company

**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

<p>1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i></p>	<p align="center">AsOne Theatre Company</p>
<p>2. Name and address of responsible officer who should be contacted regarding this application.</p>	<p>Name Address Jane McKell Talbothays, 3 Osmington Lodge, Osmington, DT36EX Tel: 01305835541 (Mobile) 07778737700</p>
<p>3. Address where activities are based.</p>	<p>Various - touring; Arts Centres, schools, libraries, museums & prisons. FOR THIS FUNDING: specifically the Dorchester Corn Exchange and Dorchester Library</p>
<p>4. What area (community) is served?</p>	<p align="center">Dorchester, Dorset and regional.</p>
<p>5. Are there any other similar facilities or services provided in the area/district?</p>	<p>Not identical services- our work has a unique style and mission. We tell (often Heritage) stories gathered from real people and places in Dorset.</p>
<p>6. How does your organisation / activity benefit the residents of Dorchester</p>	<p>We provide performances, Q&A sessions and workshops with Dorset stories at its heart. Education mixed with entertainment are both important to our work. We proudly serve Dorchester with our premiere – (which we are asking DTC funding for); considering the Dorchester Arts our base for dress tech dress rehearsal; preview and premiere. A Dorchester school (Thomas Hardy) with a free invite to a performance with Q & A for students and public post performance. A workshop/or curtain raiser with a community group.</p>
<p>7. Present charges/ subscription/fees. Please attach schedule if available.</p>	<p>None (we are not a members organisation) . We are a not for profit organisation and our income is through box office receipts, grant funding and sponsorship.</p>
<p>8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.</p>	<p align="center">None.</p>

<p>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></p>	<p>Our next theatre tour, 'Mary Anning – the mad woman of Lyme' 25 March 2020, dress rehearsal & premiere is at Dorchester Arts, Corn Exchange. We have applied for funding to provide free access to theatre for children from DC. This is offered 50 free tickets. AsOne offers an exhibition of our company's past & present work to Dorchester. Library. We have arranged with Arts 4 Dementia's Group Activities Support, Alice Davies (in several Dorset towns), to provide Singing for the Brain, Dorchester, an initial workshop, to sing an original song; a curtain raiser for the premiere.</p>
<p>10. How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>Our productions are fully funded by a balanced mix of grant funding, sponsorship, advertising, box office revenue and fundraising. A successful and realistic format, based on over 10 years experience.</p>
<p>11. a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>TBC Jan 020 - AsOne initial vocal workshop 25 March 2020. Dorchester Singing for the Brain curtain raiser. Performance: Completion of premiere at Dorchester CE & community involvement ends same night Theatre tour runs until 3 May 2020</p>
<p>12. Please give details of the cost of the project.</p>	<p>The cost of the full touring-production £32,000 DTC input: £150 hire –Corn Exchange (day & eve) 25 March. Tech-support -£100. \$ for the B workshop - £250</p>
<p>13. Please give details of other grants awarded or applied for.</p>	<p>Other grants applied for - for the overall production: 1. Arts Council England – Artistic Development. 2. Heritage Lottery Fund- Research & Legacy 3. Dorset Council - Schools access</p>
<p>14. Amount of grant requested from Dorchester Town Council.</p>	<p>£500</p>
<p>15. Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i></p>	<p>The value of providing this complimentary workshop for those with dementia is priceless! Joy, achievement, and confidence enhances the experience</p>
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>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)..... </p> <p>Position Held..... Artistic Director</p> <p>For and on behalf of..... AsOne Theatre Company Date..... 27/11/18</p>	

AsOne Theatre Company Ltd

Trading Profit and Loss Account for year ending April 2019

1 General Accounts

1.1 Sales and Work Done

Promissary Loan	3000.00		3000.00
Fundraising	2075.00		2075.00
Other	(blank)		(blank)
Sub total income	5075.00		<u>£5,075.00</u>

1.2 Overheads & Expenditure

Office Administration & Overheads	0.00		
Suppliers	3171.51		
Expenses	0.00		
Printing	0.00		
Charity	0.00		
Burden - Loan repayments	0.00		
Other	1020.60		
Sub total expenditure	£4,192.11		
Balance for General			<u>£882.89</u>

2 Escaping the Storm

2.1 Sales and Work Done

Advertising/Marketing			1050.00
Grant Funding & Sponsorship			21050.00
Box office			10176.38
Other			2380.50
Sub total other income			2380.50

£34,656.88

2.1 Overheads & Expenditure

2.2.2 Venue Theatre Hire

Set & Costume Design	1591.05		
Marketing & Printing	2456.40		
Postage	274.58		
Tour Cast Wages	7865.71		
Administration	4915.48		
Production Costs	8932.00		
Technical	0.00		
Charity	0.00		
Expenses Fuel & Transport	2370.48		
Other	8240.82		
Sub total	£34,646.50		

Balance for the Production 1 **£10.38**

Total for year **£39,838.61** **£39,731.88**

Balance for the Year 2018-2019 **£893.27**

Opening Bank Balance	£5,329.82	
Closing Bank Balance	£5,342.00	Apr-19

**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>	TRANSITION TOWN DORCHESTER (Repair Cafe)
2. Name and address of responsible officer who should be contacted regarding this application.	Name LISA WILLIS, Repair Cafe Dorchester Address 5 Dinham Walk DT1 3N1 Tel: _____ (Mobile) 07870 950666
3. Address where activities are based.	SUNNINGHILL COMMUNITY HALL CULLFORD ROAD NORTH DT1 1EB
4. What area (community) is served?	DORCHESTER & SURROUNDING VILLAGES
5. Are there any other similar facilities or services provided in the area/district?	NO. NEAREST ONE IS WEYMOUTH
6. How does your organisation / activity benefit the residents of Dorchester	Repair cafe Dorchester aims to repair items that might otherwise end up in landfill. Volunteers will use their skills to sew on a patch, change a fuse, repair a lawnmower, fix the broken toaster... things that are currently 'unrepairable' due to lack of people to do it / cost etc. All part of creating a more sustainable and less wasteful future.
7. Present charges/ subscription/fees. Please attach schedule if available.	Voluntary donations. These cafes are worldwide. Experiences from other cafes show that this is more than enough to cover ongoing costs.
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	NO

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<p>Volunteers will bring their own equipment. Spare parts may be provided by them - for a nominal fee or by Repair Cafe Dorchester. It is an amazing opportunity for the residents of Dorchester and the local villages to get their repaired that might otherwise be thrown away. The volunteers share their skills and pro</p>
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future - donations, charging, grants, other etc.</p>	<p>Donations are made for each repair. Experience from other Repair Cafes both in UK - Blackdown Hill, Weymouth + Bournemouth, show that these cover cover costs. Referrals raise extra money.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>We propose starting Sunday 27th September with a 'practice' event with the general public invited for October - last Sunday each month. 'Set up' will be completed by December 30</p>
12.	<p>Please give details of the cost of the project.</p>	<p>see attached</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>We have applied to Wanhoe to</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£1400.</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>Repair Cafe is a not for profit organisation. Excess funds raised will be donated to Repair Cafe (UK) www.repaircafe.org.</p>
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>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)..... <i>[Signature]</i></p> <p>Position Held..... Co-organiser / start up group</p> <p>For and on behalf of..... Transition Town Dorchester - Repair Cafe Date..... 23.9.2019</p>	<p>PTO</p>

show/teach people how it is done. We hope, then particularly with simpler repairs like a 'dam', missing button, fuse, etc that residents will 're-skill' themselves. We hope very much that by volunteering, we will bring a community of people together, enable people to gain experience and confidence in a 'workplace', all the usual fantastic advantages of a volunteering role. We have already been approached by an employee of the local hospital who wants to help long term sick return to work.

We are offering refreshments in order to encourage everyone to sit and talk. To make new connections. Everyone is welcome just to drop in and have a cup of coffee! The additional benefit of funds raised is a bonus - the prices will be kept very low as some people may have to wait up to an hour.

There will be a table of useful books / interesting literature regarding repairing items / upcycling etc and generally being less wasteful.

~~15~~
15) ~~15~~ could we be under the umbrella of TTD in order to save costs of insurance - at least 1/2 of other repair cafe locally - and in order to use their bank account, apart to save costs.



SET UP COSTS FOR REPAIR CAFÉ

REPAIR CAFÉ Kit from www.repaircafe.org	£40
Venue rental At Sunninghill School £100 deposit required.	£20
Basic repair materials	£100
Refreshments (to be sold to raise more funds)	£35
Lanyards and name badges (purchased second hand)	£25
Printing costs for Posters etc	£60
Insurance - annual With Cornish Mutual/TTD	£112

£392

We will be doing the repairs entirely free of charge but asking for donations. From the experience of other Repair Cafes, Bournemouth, Weymouth and Blackdown Hills, donations are in excess of costs so once the initial session is paid for then it is self funding.

We are keeping venue costs to a minimum and will ask for volunteers to make and donate cakes and biscuits. Refreshments will be offered for suggested donations.

TTD dorset are assisting by covering us under their insurance policy and allowing us to use their bank account to bank the donations, Repair café Dorchester will cover the additional premium.

**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

1.	<p><i>Name of organisation.</i> (If your application is successful the grant cheque will be made payable to the name used here.)</p>	South West Dorset Multicultural Network
2.	<p>Name and address of responsible officer who should be contacted regarding this application.</p>	<p><i>Name</i> Rachelle Smith Address 18 Isle Rd Portland Dorset DT5 2JQ</p> <p>Tel: 01305 826885 _____ (Mobile)_07795 679690 _____</p>
3.	<p>Address where activities are based.</p>	Various, but most commonly in Dorchester.
4.	<p><i>What area (community) is served?</i></p>	West Dorset, Weymouth & Portland
5.	<p>Are there any other similar facilities or services provided in the area/district?</p>	No
6.	<p>How does your organisation / activity benefit the residents of Dorchester</p>	<p>In general, our activities aim to showcase the talents and celebrate the culture of BAME residents in order to reduce isolation and racism and increase the sense of social cohesion for all our residents.</p>
7.	<p><i>Present charges/ subscription/fees.</i> Please attach schedule if available.</p>	None
8.	<p>Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.</p>	No

9.	<p><i>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</i></p>	<p>We are requesting here that the cost of hiring the Corn Exchange for our annual Holocaust Memorial Day event be covered by a grant. HMD is an opportunity for all of us to learn from the past and to commit as a community to working for a safer and better future, free from hatred and fear. This year, in addition to our lunchtime event, we are also holding a talk in the afternoon on The Legacy of Ann Frank for which we are also hiring the Town Hall.</p>
10.	<p><i>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</i></p>	<p>n/a</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>This event will take place on Friday January 24th 2020</p>
12.	<p>Please give details of the cost of the project.</p>	<p>The total cost of the project is £500. In addition to the hire of the hall, this year we are paying the speaker £200 +travel expenses. Other costs are for refreshments and candles</p>
13.	<p><i>Please give details of other grants awarded or applied for.</i></p>	<p>Other costs will be paid for out of our existing funds.</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£120</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>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) Rachelle Smith</p> <p>Position Held: Secretary</p> <p>For and on behalf of Southwest Dorset Multicultural Network Date: 25.10.2020</p>	

Statement of Accounts
4 September 2019



These transactions are already showing on the Data Base

Cash in Bank as at 5 August 2019	£2,038.11
Cash in Deposit Account	£2,000.00
Total	£4,038.11 (A)

Balance on Data Base £4,991.74

Outstanding Creditors (who owe SWDMN)

Car Boot	£800.00
GRTHM Donation – PC	£100.00
Donation	£50.00
Running total of Interest on Deposit account	£3.63
	5 Aug 2019

Total £953.63 (C)

Outstanding Debtors (who SWDMN owe)

Total £00.00(D)

Actual Working Capital of £4991.74

Key = A + C - D = Actual working Capital B

David Corbin

Treasurer

4 September 2019

INCOME 2018-19	AMOUNT	DATE	Opening Balance (carried over from 2018-19)	£4,960.21
AGM Donations	£ 331.20	Sheet 103	Income 2019-20 (Not inc balance carried over)	
BHM Profit Share 40%			Running Costs	£ 332.21
BHM Donations 2018			Community Contacts	£ -
Rotary Club Ticket Sales			Black History Month	£ 800.00
Card Sales BHM 2018			GRTM 2019/20	£ 984.26
Deposit Interest	£ 1.01	Running	Events	£ -
Battens Charitable Funds			Hate Crime Focus Group	£ -
Safer Dorset Fund	£ -		PLI	£ -
Dorset County Council	£ -		Magna	£ -
Car Boot Fund - BHM 2019	£ 800.00	TBC	HMD 2019/20	£ -
Dorset Council SWR GRTHM	£ 100.00	TBC	TOTAL	£ 2,116.47
Dorset Council PC	£ 100.00	Sheet 104	Expenditure 2019-20	
One World Donation to BHM			Running Costs	£ 479.89
GRTHM Donations	£ 34.26	Sheet 104	Community Contacts	£ -
Dorset Community Fund	£ -		Black History Month	£ -
West Dorset District Council BHM			GRTM 2019/20	£ 1,339.25
West Dorset District Council			HMD 2019/20	£ -
Waitrose			W&PBC	£ -
Kushti Bok	£ 500.00	Sheet 104	Raglan	£ -

Bournemouth University BHM			Events	£ -
Car Boot Fund			PLI	£ 226.20
Donation GRTHM 2020	£ 50.00	TBC	Magna	£ -
Dorset HealthCare GRTHM	£ 200.00	Sheet 103	Business and Education Budget	£ -
Dorset County Council BHM			Newsletters	£ -
Total Income 2019-20	£ 2,116.47		Total expenditure	£ 2,045.34
			Balances 2019-20	
			Running Costs	£ 974.36
			Community Contacts	£ 399.05
			Black History Month	£ 1,281.61
			Events	£ 700.00
			GRTHM 2019-20	£ 79.20
			HMD 2019/20	£ 289.98
			PLI	£ 113.09
			Business and Education Budget	£ 204.45
			Newsletters	£ 950.00
			Total	£ 4,991.74

Deposit Account Balance
£2003.63

Summer Events Programme 2019 - Feedback

Date	DTC Event	Partner Event	Guestimated attendance	Comments / Feedback
Sunday 28 April	DSB		125	The first appearance from the Town's silver band
FIRST MAY BANK HOLIDAY Monday 5 May		Street to Park Youth Event	600	Reasonable weather for early May and event well attended.
Sunday 12 May	DSB		200	Return appearance from the Town's silver band.
Saturday 18 May		Health & Wellbeing Picnic	450	Great family event with health at its core, reasonable weather in between outbreaks of rain.
BANK HOLIDAY MONDAY 27 May	Pop Club Takeover		550	Reasonable weather with the Town's young people playing a great selection of hits.
Wed 29 May	Blackwell Concert Band		150	Unfortunately not great weather for this concert band's first appearance in the Gardens.
Sunday 2 June		Thomas Hardy Victorian Fair and Thomas Hardy Wreath laying – High West / East Streets		Significant attendance for this first time event.
Saturday 8 June	D Day Commemoration and Civic Service		625	75 th Anniversary event held in the Gardens and The Keep Military Museum
Sunday 9 June	DSB		220	Regular event and well received.
Saturday 15 June		Keep Dancing Event / Keep 106		Postponed due to terrible weather.
Sunday 23 June		Weldmare Cycle Challenge	250	Attendance mainly related to the cycling event.
Saturday 29 June		Gypsy / Traveller Day	220	Annual event numbers about average.
Sunday 30 June	Woodley Concert Band		300	Popular concert band.
Sunday 7 July		Swingtime	1,500+	Well attended regular event.
Saturday 13 July		Keep Dancing Family Event	430	Great first time children's event
Fri, Sat & Sun 19, 20, 21 July		Moonbury Rings	9,500	Visits to see the moon in the Corn Exchange
			7,000	Visits to Maumbury Rings events over the weekend
Saturday 27 July		Plastic Free Celebration picnic	350	The first plastic free Dorchester community event.
Sunday 28 July	Nina Garcia		?	Always popular local musician.
Tuesday 30 July		Rhymetime in the Gardens	40	Popular event for young children.

Wed 31 July	Love Parks		2,500+	Good regular event for young people and families. Good weather this year.
Saturday and Sunday 3 & 4 August		Poundbury Food and Drink and KMC Music By The Lakes weekend		
Tuesday 13 August		Rhymetime in the Gardens	40	Follow up event, again well received.
Saturday 17 August		Cider Festival	4,000+	Great well run event. Very good numbers attending.
Sunday 19 August	Tony Lowe		370	Well received easy listening event for a sunny Sunday afternoon.
Saturday 24 August	Maumbury Rings end of Summer Festival	Anonymous	2,000+	Good weather gave a good audience for this event put on by Dorchester Youth Extra
Sunday 25 August		Love Parade		No event at Maumbury Rings this year.
Monday 26 August		Music Day	2,000+	Good weather this year saw an increased attendance over last year but numbers dwindled towards the end. Do we need to refresh / alter / discontinue the event for 2020? DTC Bar income from the event £235.
Friday 6 September		BBC Radio Solent – Meet the Experts	600	Radio event but with good numbers visiting the Gardens
Sunday 15 September		Architectural Heritage Open Day Event High west / East Streets		Significant turnout for this Heritage event

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

**DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 11 NOVEMBER 2019**

Monitoring Report – Lettings

Chargeable Bookings 2018-19					Chargeable Bookings 2019-20				
	Corn Exch	Town Hall	Other Rooms	Income	Corn Exch	Town Hall	Other Rooms	Income	Higher (Lower)
SEPT.	32	20	6	£3657	26	27	4	£4304	£647
OCT.	43	33	6	£5725	39	27	3	£3957	(£1768)
Total	75	53	12	£9382	65	54	7	£8261	(£1121)

Bar Income 2018-19			Bar Income 2019-20		
SEPTEMBER		£396	SEPTEMBER	£299	(£97)
OCTOBER		£419	OCTOBER	£278	(£141)
Total		£815		£577	(£238)

Non Chargeable Bookings 2018-19				Non Chargeable Bookings 2019-20			
	Council	Partners	Total		Council	Partners	Total
SEPT.	7	4	11		7	3	10
OCT.	2	4	6		4	8	12
Total	9	8	17		11	11	22

Civil Marriage Ceremonies (Number of exclusive packages shown in brackets)									
2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
16	24	14	18	15	7(4)	3(3)	4(3)	2(1)	3(4)

Municipal Buildings – Percentage of actual income against estimated income to date: 56%

Borough Gardens House 2017-18				Borough Gardens House 2018-19			
	Paid	FOC	Income	Paid	FOC	Income	Higher (Lower)
SEPT.	6	3	£252	15	0	£610	£358
OCT.	9	1	£378	10	1	£380	£2
TOTAL	15	4	£630	25	1	£990	£360

**DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 11 NOVEMBER 2019
MUNICIPAL BUILDINGS MAINTENANCE AND PROJECTS**

Regular Contracts	Contractor	Last Completed	Next Scheduled
Emergency Lighting annual test and service	Andy Whitty	January 2019	January 2020
Boiler Service	New contract: 2016 Benzoni Services Limited	May 2019	May 2020
PAT Testing	DAM Group	November 2019	November 2021/22
Lightning Protection	GNS Steeplejack Ltd	October 2019	October 2020
Emergency Evacuation Chairs service (6 monthly)	Evac + Chair International	August 2019	February 2020
Fire Alarms annual test and service	Andy Whitty	January 2019	January 2020
Stage Units – annual test and service	New contract: 2016 Cahill Ltd	November 2019	November 2020
Service Clock – annual test and service	Smiths of Derby	December 2019	December 2020
Ventilation Clean	Rentokill	September 2019	September 2020
Intruder Alarm	Chubb	September 2018	September 2019
Lighting Rig Test 3 Part (i) Rigging inspection (ii) Electrical inspection (iii) PAT testing	Stage Electrics – 3 Year Service Agreement 14/16	January 2019	January 2020
Lift	Stannah	October 2019	New Contract 2020
Fire Extinguishers	Fire Express Ltd	June 2019	June 2020
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 Dispenser – x 24 Nappy Bag dispenser x 26	Regular visits
Glass Collection Waste (Bar)	Dorset Waste Partnership	Fortnightly	Fortnightly
Car Park Gates – Annual test and service	New Contractor	June 2019	June 2020

Recent, current or planned maintenance projects over £1000 or special individual projects requested by Members		
Project	Cost	Progress
Corn Exchange House Lights	£3500	Completed September 2019