

Dorchester Town Council

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

For information about this agenda contact Steve Newman
s.newman@dorchester-tc.gov.uk

3 March 2021

Agenda for the meeting of the **Management Committee** which will be held in via the **ZOOM VIDEO CONFERENCING PLATFORM** on **MONDAY 8 MARCH 2021** commencing at **7.00pm**.

You will be able to join the meeting by using the link - <https://us02web.zoom.us/j/82624607470>

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 **contact the Clerk by 9.00am on the morning of the meeting**. We ask speakers to confine their comments to the matter in hand and to be as brief as 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 11 January 2021 (adopted by Council on 25 January 2021). A copy of the Minutes can be found at www.dorchester-tc.gov.uk/Committees/Management/Minutes.

3. Parkour Facility

Following the removal of the parkour facility at Sandringham to receive a presentation from local Parkour representatives regarding the future of Parkour in the town.

4. Management Arrangements – Outdoor Services

To receive the Outdoor Services update report (enclosed).

5. Weymouth Avenue Cemetery SNCI Designation

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

6. Borough Gardens House Repairs

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

7. Summer Events

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

8. Hawthorn Road Allotments

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

9. Dorchester Community Fridge - Update

To consider a report by the Community Development Officer (enclosed).

10. Dorchester Repair Café – Grant feedback

At the November 2019 Management Committee Members agreed a grant of £400 towards the setting up of a Dorchester Repair Café. Some feedback on the project from the Repair Café team is set out below for Members information.

“We set up the Repair Cafe in Dorchester in September 2019 and I realised this week, as I input the final repair forms from our sessions into the Repair Monitor, which globally records items that need repairing, that it is almost 12 months since we were able to hold our last event.

We wanted to write to you to let you know how successful those few sessions were and to thank you for your kind donation, by way of a grant, which enabled us to start.

Over the 5 sessions that we ran, the September one being by invitation only and a very small ‘trial’ event, we were given £372 in donations. We ran a small cafe which helped to boost this figure. We were overwhelmed by the support of the public who turned up in numbers. We completed 80 repairs over those sessions. Everyone was so grateful to our volunteers for their help - we had a hardcore of about 6 who came each week with 2/3 extras who made occasional appearances. We repaired children’s pyjamas, clocks, phone screens, bicycles, tents etc etc and the donations were

generous. The little cafe made a good social area where people chatted whilst waiting for repairs. At the end of each session we were all so elated at how successful it had been. We had such good feedback. It was a win win for everyone involved.

So, thank you for your help in getting us started, we had costs of insurance to meet of over £100, some specialist plugs to buy and extension leads etc before we could get it off the ground.

It is so sad that the little community that we formed has not been able to get together in such a long time. We occasionally still get requests for help on how to repair something and we give advice/help as appropriate. We cannot wait to get started again and can see that it will be a self financing activity. A real success.”

11. Grant Applications

To consider the following applications for financial assistance:-

- (a) #Willdoes (application enclosed).
- (b) Volunteer Centre Dorset (application 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. Municipal Buildings Monitoring Report

To consider the Municipal Buildings monitoring and update reports (enclosed).

14. 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”.

15. Weymouth Avenue Cemetery – Office

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

16. Dorchester Arts at the Municipal Buildings Task Group

To receive the notes of the latest meeting held on 24 February 2021 (enclosed).

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 8 March 2021 OUTDOOR SERVICES UPDATE REPORT – Late Winter 2020/21

This report has been prepared whilst the country is working under the government regulations on the types of work and socialising that can be undertaken during the Covid 19 outbreak. These regulations had and continue to have a significant effect on the work undertaken by the team, services having been reduced and or amended in such a way so as to: -

- **Safeguard the NHS**
- **Safeguard the public**
- **Safeguard staff health both in and away from work**
- **Maintain essential services**
- **Maintain a light maintenance regime on other areas whilst keeping Parks and Open Spaces open which is a governmental expectation and to keep play areas open for general use.**

1. The winter period saw ongoing maintenance work and one-off jobs being completed within the outdoor services team and this continued into February. A prolonged cold period (with heavy rain events either side of it) ceased grass growth and cutting is now halted for the remaining winter until milder conditions promote growth. Covid restrictions and staff shielding continued to have an impact on the ability to carry out some works, however staff continued as much as possible to do the basic maintenance and preparation works that ease pressure in the summer and ensure good standards of maintenance for the coming spring as well as undertake some more major works.

2. The Borough Gardens staff have been doing many tasks within the site assisted where possible by outdoor services staff. The late Jan / early Feb cold spell has initiated what should be a good flowering season. This started to show as of late February where a mild weekend brought out many flowers in the annual beds which were complimented by the wider daffodils, the snowdrop lawn and the Camassia lawn which is a bright spectacle as the mixed crocus peak in their flowering at the time of writing.

3. Following works to improve the appearance of the nursery area, including removal of overhanging tree branches, further reduction in height of adjacent hedges, electrical and general building repairs, tidying and levelling of the standing out areas, attention has turned to works inside the greenhouses.

All old benching has been stripped down and the previous mixture of sand and compost removed to expose the structure below. (see also Biodiversity section 6). The smaller greenhouse previously used solely to grow on hanging baskets has had the scaffold type structure removed. Works will be carried out in early march to install benching here too which will increase growing capacity.

By improving the greenhouses, it will be possible to increase the amount and quality of bedding stock plants held over winter for use next year which in turn will reduced waste.

This year's stock to be held over was experimental being temperature sensitive plants for the carpet bedding design and the very cold weather coupled with a boiler failure saw this fail, there was a very low risk attached to this as replacements will be ordered in time for the summer as normal.

Work has continued at the southern end of the gardens with further improvements made, loose paving slabs have been removed cleaned and re fixed on the tennis court dwarf wall, paving areas for the rose garden seating completed (seats to be sited by mid-March) and work will start w/c 8/3/21 to erect safety fencing in the south east corner of the tennis courts where the raised path narrows and there is a drop of approx. 1m, so posing a potential trip/fall hazard.

Extension works to the Camassia lawn were completed last year; the planting being spread into the grass on the adjacent West Walks. The Crocus at the time of writing are starting to show with bright flowers on a sunny day, the Camassia will follow later. These, along with the existing plantings on the Camassia lawn have drawn a lot of attention and positive comment from members of the public using the gardens and as hoped are contributing to the improvement in the quality of display in this area of the gardens.

Extensive works are in progress to get the older pair of tennis courts in the gardens ready for use earlier than normal this year to meet the expected increased demand for tennis following the removal of Covid restrictions in regard to tennis in mid-March. These courts suffer badly from the growth of moss and algae due to the reduced levels of sunlight and significant shading which results in ideal conditions for these to grow. The entire surface is being pressure washed to remove as much material as possible which should render the courts safe to play. This is a very slow process but good progress is being made and the deadline will be met.

4. Away from the gardens, the outdoor services team have been carrying out winter works to ensure facilities are of a good standard. Staff have carried out routine repairs and maintenance in several play areas and have continued power washing safety surfacing in play areas before topping up with sand dressing. Works have been carried out to Doors and gates at Poundbury Cemetery with more planned.

Further routine work has continued keeping all play equipment inspected and in a safe and well-maintained condition, collecting litter from open spaces and bins has been ongoing.

5. Cemeteries

The provision of this critical service shaped all other direct service delivery during the previous lockdown period and continues to do so currently. Staff carryout tasks broadly within team bubbles based around potential grave digging to come. The Council should be comfortable that currently, staff resources and management practices have maintained capacity for burials, allowing them to continue without the need to re-schedule timings or request help with excavation from others and it is intended this will continue to be the case.

Current Covid restrictions see no change from our guidelines on the number of mourners to attend a funeral.

Poundbury cemetery has seen a lot of activity with several burials being carried out at frequent intervals. The combination of the use of ground protection boards and staff taking a lot of care has resulted in the grass in this area maintaining a reasonable appearance despite all the heavy digging works carried out, three being carried out in one particularly wet week. Staff have been given new guidance as to how to deliver this service and they have responded well.

6. Biodiversity

As mentioned in section 3, works to the greenhouse benching have been carried out to remove the mixture of compost and sand. Originally the material would have been pure sand, the concept being to retain some moisture for plants to utilise by capillary action so helping to reduce drought

stress but maintain effective drainage, this is known as capillary benching. Over time however due to poor hygiene practices the sand has been contaminated with compost which in turn led to high levels of pests and disease harboured by this material which provided food and an environment in which to grow for both pests and disease, exacerbated by the failure of the contaminated mixture to drain effectively. This was particularly relevant in contributing to the high levels of Sciarid fly present in the houses.

In the past fungicides and insecticides and herbicides were used to control the various problems. In keeping with the Councils biodiversity action plan and specifically the desire to cease the use of pesticides as much as possible these works will reduce, by a large factor, the problem with pests and disease and weeds by introducing improved cultural practices and physical barriers. The benching will be repaired where rotten and covered with a weed suppressant type membrane onto which pots will be directly placed, this will remove the matrix in which pests and diseases can feed and grow and also facilitate easy cleaning. The bare soil beneath the benches will similarly be covered to prevent weed growth and again allow for easy cleaning.

These measures are expected to prevent the majority of pest, disease and weed problems in the greenhouses resulting in no need to apply chemicals. In addition, the stock grown will be cleaner and healthier at the point of planting out so avoiding introducing pests, disease and weeds to the outside flower beds. Additionally, the healthier plants will be in a better position to outgrow any pests and disease encountered after planting.

Tree Planting has been completed at king's road field, works were carried out over a two-week period and progressed as expected helped by dry and cool conditions. Planting was suspended in the first week of January due to severe frosts but continued shortly afterwards and before the major cold experience in February.

The larger trees are all planted with supporting stakes and ties, mulching mats to suppress weed growth and watering kits for use in the summer.

Smaller block planted stock, known as whips, will be mulched with woodchip stored at the depot as soon as the ground is dry enough to travel over with a tractor and loaded trailer and staff are available to complete the work.

Further limited tree planting will take place at Herringston allotments, Salisbury field to replace the felled lime and at Fortress Green in the first / second week in March.

10. Staffing: - As part of our ongoing staff development updating training was booked for some staff to upskill in safe grave digging and marking, this was scheduled to be carried out in late January 2021 as C19 restrictions tightened this has been put back to summer 2021.

In respect to Covid several members of the outdoor services team have received first vaccinations including those shielding. All staff have been invited to take up the opportunity to take a weekly lateral flow test and all except one did so. Testing has been ongoing for 3 weeks and has been very well received with staff reporting an increased sense of safety and confidence at work as a result of the process.

Carl Dallison
Outdoor Services Manager

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 8 MARCH 2021

Application for designation of Weymouth Avenue Cemetery as a Site of Nature Conservation Interest (SNCI)

Background

As part of Dorchester Town Council's commitment to improving biodiversity, a Biodiversity report and action plan were produced in 2018 by Carl Dallison the Outdoor Services Manager. In that report the value of cemeteries for wildlife was identified in section 4.4 Cemeteries. The action plan required that Fordington cemetery be designated as a wildflower cemetery and the management regime changed to enhance and protect the area. This was recognised formally when in 2020 the area was designated as a site of Site of Nature conservation Interest (SNCI) by the Dorset Wildlife trust.

As part of a wider review into wildflowers present at sites owned by the council it became apparent that the wildflowers present in Weymouth Avenue Cemetery, whilst not being classic chalkland species, were locally valuable. Further work was then carried out by Miles King of People Need Nature into the species on site.

Location

Weymouth Avenue Cemetery is located to the South of Dorchester Town centre on the eastern side of the main road, Weymouth Avenue. The area referred to in this paper is all of the grounds located within the cemetery perimeter with the exception of the old cemetery lodge and store which are in private ownership and the old Cemetery office building.

Biodiversity Value

The information below is based on a species and site survey carried out by Miles King in the early summer of 2020 as a result of discussions about the range of species present on site. A range of different chalk and neutral grassland plants occur at the cemetery, with areas of considerable species-richness.

The following species were recorded, including nine Dorset Notable Species. The DAFOR system is used to assess frequency D – Dominant; A- Abundant; F- Frequent; O- Occasional; R – Rare.

Species	English name	frequency	Dorset notable
<i>Leucanthemum vulgare</i>	Ox-eye daisy	A	DN
<i>Pilosella officinarum</i>	Mouse-ear hawkweed	A	
<i>Briza media</i>	Quaking-grass	F-LA	DN
<i>Galium verum</i>	Ladies-bedstraw	F-LA	DN
<i>Plantago lanceolata</i>	Ribwort plantain	F	
<i>Ranunculus bulbosus</i>	Bulbous buttercup	F-LA	
<i>Achillea millefolium</i>	Yarrow	O-LF	
<i>Festuca rubra</i>	Red fescue	D	

<i>Arrhenatherum elatius</i>	False Oat-grass	F-LA	
<i>Leontodon hispidus</i>	Rough hawkbit	O-LF	DN
<i>Poa pratensis</i>	Smooth-stalked Meadow-grass	F	
<i>Anthoxanthum odoratum</i>	Sweet vernal-grass	O	
<i>Crepis capillaris</i>	Smooth Hawk's-beard	O	
<i>Lotus corniculatus</i>	Common bird's-foot trefoil	O-LF	DN
<i>Dactylis glomerata</i>	Cock's-foot	O-LF	
<i>Trifolium dubium</i>	Lesser trefoil	O	
<i>Holcus lanatus</i>	Yorkshire fog	O	
<i>Trifolium pratense</i>	Red clover	O-LF	
<i>Koeleria macrantha</i>	Crested hair-grass	F-LA	DN
<i>Bellis perennis</i>	Daisy	F	
<i>Sonchus arvensis</i>	Perennial sow-thistle	O	
<i>Veronica chameaedrys</i>	Germander speedwell	O	
<i>Senecio jacobea</i>	Common Ragwort	R	Negative indicator
<i>Rumex acetosa</i>	Common Sorrel	O-LF	
<i>Taraxacum officinale</i> agg.	Dandelion	O	
<i>Festuca ovina</i>	Sheep's fescue	O	
<i>Epilobium</i> sp.	A willowherb	R	
<i>Primula veris</i>	Cowslip	O-LF	DN
<i>Sedum acre</i>	Common Stonecrop	O	DN
<i>Luzula campestris</i>	Field woodrush	R	
<i>Potentilla reptans</i>	Creeping cinquefoil	R	
<i>Cerastium fontanum</i>	Common mouse-ear	O	
<i>Hypochaeris radicata</i>	Common cat's-ear	R	
<i>Centaurea nigra</i>	Common knapweed	R	DN
<i>Sanguisorba minor</i>	Salad burnet	O	DN
<i>Avenula pratensis</i>	Meadow oat-grass	R	
<i>Medicago lupulina</i>	Black medick	O	
<i>Ulmus</i> sp	English Elm (?) seedling/sucker	R	
<i>Carex flacca</i>	Glaucous sedge	R	
<i>Calystegia sepium</i>	Field bindweed	R	
<i>Galium mollugo</i>	Hedge bedstraw	O	
<i>Lathyrus pratensis</i>	Meadow vetchling	O	
<i>Senecio vulgaris</i>	Groundsel	R	
<i>Dipsacum fullonum</i>	Teasel	R	
<i>Senecio erucifolius</i>	Downy ragwort	R	
<i>Sonchus asper</i>	Prickly sow-thistle	R	
<i>Rhytidiadelphus squarrosus</i>		A	
<i>Pseudoscleropodium purum</i>		O	
<i>Homalothecium lutescens</i>		O	

A full copy of the survey can be found as an appendix 1 to this report

As can be seen from the above there are a large number of species of which several are Dorset notables.

Impact

It should be borne in mind that the plant population exists currently and as such, has established under the current mowing regime which has been in place for approx. 9 years now and so can be considered in terms of reaction to mowing to be stable.

With this in mind its can be said that the application for the area for SNCI designation would have little impact on existing maintenance regimes, appearance or users.

It is possible that some slight changes may be made in the future to encourage or discourage species but the intention is to not change the regime in a substantive way.

Decision

Members are asked to consider and decide upon whether they would wish to support the submission of Weymouth Avenue Cemetery to the Dorset Wildlife Trust for consideration to become a site of Nature Conservation Interest.

Carl Dallison
Outdoor Services Manager
Dorchester Town Council

Proposal to make Weymouth Avenue cemetery a Site of Nature Conservation Interest

Weymouth Avenue Cemetery in Dorchester lies immediately to the south-west of the Bristol to Weymouth railway line; and is bounded by Weymouth Avenue to the west and the Dorchester cricket ground to the south. The original cemetery was purchased by the Burial Board in 1856 when Fordington cemetery became full. Further extensions were subsequently added to the north and south of the original area. It is now owned and managed by Dorchester Town Council. Most of this grassland is therefore around 160 years old and is unlikely to have been subject to any significant levels of herbicide use in recent years.

The Cemetery supports species-rich chalk grassland maintained by regular mowing and complements the nearby SNCI at Maumbury Rings. A range of different chalk and neutral grassland plants occur at The Cemetery, with areas of considerable species-richness. To the north of The Cemetery the grassland is less species-rich and more shaded by adjacent trees on Weymouth Avenue and within the Cemetery boundaries, but still supports a variety of wild plants. A walk over survey was carried out on 2/6/2020 by Miles King. Plants were identified and frequency across the site was noted using the DAFOR scheme. At the time of survey the cemetery had received one visit from the mowing team, probably in late March. The exceptionally dry weather through April and May means it's possible that some species have been missed.

Areas supporting Ox-eye daisy *Leucanthemum vulgare* had been left to grow on at that point. False Oat-grass was present throughout the site but not in dense stands and had little effect on the species-richness of the sward. Red fescue was present throughout and some patches (particularly towards the southern boundary) were very dense with little else present. This may possibly be due to previous episodes of seed-sowing. The most species-rich areas occurred in the oldest part of the Cemetery – which comprises the middle of the area.

Some of the gravestones date back to the 1860s and may warrant checking for lichen flora.

Common blue, Meadow brown and Small heath butterflies were observed, and a grasshopper and Green woodpecker heard.

The following species were recorded, including nine Dorset Notable Species. The DAFOR system is used to assess frequency D – Dominant; A- Abundant; F- Frequent; O- Occasional; R – Rare.

Species	English name	frequency	Dorset notable
<i>Leucanthemum vulgare</i>	Ox-eye daisy	A	DN
<i>Pilosella officinarum</i>	Mouse-ear hawkweed	A	
<i>Briza media</i>	Quaking-grass	F-LA	DN
<i>Galium verum</i>	Ladies-bedstraw	F-LA	DN
<i>Plantago lanceolata</i>	Ribwort plantain	F	
<i>Ranunculus bulbosus</i>	Bulbous buttercup	F-LA	
<i>Achillea millefolium</i>	Yarrow	O-LF	
<i>Festuca rubra</i>	Red fescue	D	

<i>Arrhenatherum elatius</i>	False Oat-grass	F-LA	
<i>Leontodon hispidus</i>	Rough hawkbit	O-LF	DN
<i>Poa pratensis</i>	Smooth-stalked Meadow-grass	F	
<i>Anthoxanthum odoratum</i>	Sweet vernal-grass	O	
<i>Crepis capillaris</i>	Smooth Hawk's-beard	O	
<i>Lotus corniculatus</i>	Common bird's-foot trefoil	O-LF	DN
<i>Dactylis glomerata</i>	Cock's-foot	O-LF	
<i>Trifolium dubium</i>	Lesser trefoil	O	
<i>Holcus lanatus</i>	Yorkshire fog	O	
<i>Trifolium pratense</i>	Red clover	O-LF	
<i>Koeleria macrantha</i>	Crested hair-grass	F-LA	DN
<i>Bellis perennis</i>	Daisy	F	
<i>Sonchus arvensis</i>	Perennial sow-thistle	O	
<i>Veronica chameaedrys</i>	Germander speedwell	O	
<i>Senecio jacobea</i>	Common Ragwort	R	Negative indicator
<i>Rumex acetosa</i>	Common Sorrel	O-LF	
<i>Taraxacum officinale</i> agg.	Dandelion	O	
<i>Festuca ovina</i>	Sheep's fescue	O	
<i>Epilobium</i> sp.	A willowherb	R	
<i>Primula veris</i>	Cowslip	O-LF	DN
<i>Sedum acre</i>	Common Stonecrop	O	DN
<i>Luzula campestris</i>	Field woodrush	R	
<i>Potentilla reptans</i>	Creeping cinquefoil	R	
<i>Cerastium fontanum</i>	Common mouse-ear	O	
<i>Hypochaeris radicata</i>	Common cat's-ear	R	
<i>Centaurea nigra</i>	Common knapweed	R	DN
<i>Sanguisorba minor</i>	Salad burnet	O	DN
<i>Avenula pratensis</i>	Meadow oat-grass	R	
<i>Medicago lupulina</i>	Black medick	O	
<i>Ulmus</i> sp	English Elm (?) seedling/sucker	R	
<i>Carex flacca</i>	Glaucous sedge	R	
<i>Calystegia sepium</i>	Field bindweed	R	
<i>Galium mollugo</i>	Hedge bedstraw	O	
<i>Lathyrus pratensis</i>	Meadow vetchling	O	
<i>Senecio vulgaris</i>	Groundsel	R	
<i>Dipsacum fullonum</i>	Teasel	R	
<i>Senecio erucifolius</i>	Downy ragwort	R	
<i>Sonchus asper</i>	Prickly sow-thistle	R	
<i>Rhytidiadelphus squarrosus</i>		A	
<i>Pseudoscleropodium purum</i>		O	
<i>Homalothecium lutescens</i>		O	

Given the constant presence of *Arrhenatherum* it might make sense to place the plant community within MG1 of the National Vegetation Classification and given the ubiquity of *Festuca rubra* MG1e *Centaurea nigra* sub-community would be the most obvious candidate.

However the sward was much more diverse than a typical MG1e and the abundance of species like *Briza media*, *Galium verum* and *Koeleria* would suggest something more akin to CG6, albeit without *Avenula pubescens*. It's likely that this cemetery was mown much more regularly than it is now, until the last few years. The very long-established mowing regime of this cemetery could have extirpated the Oat-grasses, or it could be present but at very low frequency. The presence of slightly deeper pockets of soil are indicated by neutral grassland species such as Sorrel and Germander speedwell, with Field woodrush making an occasional appearance.

Other species which might be expected to occur include Yellow oat-grass, Fairy Flax and Hoary plantain. Further visits may reveal these and other species in future, especially with a slightly amended mowing regime.





The Dorset Notable *Koeleria macrantha* – Crested-hair grass, is unusually abundant at Weymouth Avenue Cemetery.

Miles King, June 2020.

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 8 MARCH 2021

External Redecoration of Borough Gardens House with a visual check of gutters and roof tiles.

Background

As part of Dorchester Town council's commitment to maintain the quality of Borough gardens and its buildings, a Borough Gardens Management Plan was produced in 2020 by Carl Dallison the Outdoor Services manager.

This plan specifically considers inspection of buildings for a good standard of maintenance and repair.

The house was extensively renovated as part of the Dorchester Town Council and National Lottery funded improvements in 2005 -7. As part of this work all external woodwork was replaced and painted. Since then, as far as can be established no further work has taken place to maintain or redecorate this woodwork.

Location

Borough Gardens House is located at the South West corner of Borough Gardens on the junction of Cornwall Road and Bowling Alley Walks in Dorchester Town centre.

Current Condition

Woodwork

Whilst most of the external window woodwork decoration appears superficially at ground level and via a binocular inspection of upper levels, to be in poor to reasonable condition it is observed that some of the bay window woodwork is in need of attention.

As can be seen from the photographs overleaf, the wood in some areas is starting to rot and is in need of repair to prevent further deterioration.

Gutters

The gutters appear to be in reasonable condition when viewed with binoculars from the ground however grass can clearly be seen growing in places, see photographs overleaf. This means that the gutter may well be blocked and not functioning correctly which could lead to deterioration of the fabric building due to water ingress.

Roof

The roof appears to be in reasonable condition when viewed with binoculars from the ground however grass can clearly be seen growing in gutters, see photographs overleaf. It would be prudent to carry out a closer high level visual check of the roof to look for any missing tiles etc that could lead to the ingress of water and damage to the internal fabric of the building.



Works Required

Scaffolding will be required to all elevations of the house to enable the works. This will comprise three lifts for access and may need further works depending on any findings from the roof. All works fully boarded and hand railed, costs to include street license.

Redecoration of all external woodwork to include: -
All woodwork to be rubbed back Knotting applied where necessary
One coat primer undercoat
One coat oil undercoat
One full coat gloss.

Repairs to timberwork as necessary.

Cleaning out of all gutters and checks to ensure down pipes are running properly.

Visual inspection of roof for lost and or damaged tiles, damage to flashings etc. Note this may require further works depending on findings.

Costings

Prices have been received from established and competent contractors to carry out the above works. Council staff will undertake gutter cleaning. Councillors should be aware that there is the possibility of the need for further works being discovered which will increase costs. To allow for this it is suggested as 20 % contingency is added to the overall project cost.

Costs broken down into the following

Scaffolding works	£2,325	
Redecoration works	£3,900	
Estimated roof repairs Item	£600	subtotal £6825

20 % Contingency £1365

Overall total £8,190

Decision

The Committee is invited to agree the work as set out above and request the Policy Committee to release funding of £8,190 from the Parks and Open Spaces Reserve so as to enable the work to be undertaken during April/May 2021.

Carl Dallison
Outdoor Services Manager
Dorchester Town Council

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 8 MARCH 2021

SUMMER EVENTS

1. The Government has recently announced its roadmap to ease Covid restrictions with the increased protection offered by vaccines gradually replacing the restrictions that have been imposed over the last year.
2. The roadmap suggest that, at the very earliest, legal limits on social contact will be removed as from 21 June 2021. This is assuming that the four Government tests, as follows, have been met:-
 - The vaccine deployment programme continues successfully.
 - Evidence shows vaccines are sufficiently effective in reducing hospitalisations and deaths in those vaccinated.
 - Infection rates do not risk a surge in hospitalisations which would put unsustainable pressure on the NHS.
 - The Government assessment of the risks is not fundamentally changed by new Variants of Concern.
3. The opening up of larger events at this time will also be the subject to the results of a scientific Events Research Programme to test the outcome of certain pilot events through the spring and summer, where the Government will trial the use of testing and other techniques to cut the risk of infection.
4. Given the amount of planning and pre-work required immediately to organise larger events such as Loveparks, Outdoor cinema, Anonymous and Bank Holiday Music Day and the uncertainty as to the restrictions or conditions that might be in place at the time of an event, it is proposed not to hold these events in their established form this year.
5. Instead it is suggested that a series of pop up events be held in the Borough Gardens or other venues, over the summer. Should it become apparent later in the summer that all restrictions are to be lifted the pop up events will be publicised in advance. Officers will also continue to support other organisations that wish to organise events.
6. Any requests from a third party for an event on Council land will be assessed on the basis of the restrictions/conditions in place at the time and the receipt of a specific Covid-19 risk assessment.
7. Members are asked to agree the arrangements for this year's summer events programme.

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 8 MARCH 2021

HAWTHORN ROAD ALLOTMENTS

Allotment Representative

1. Members will wish to know that Mr Reg Deverill, who has been the Council's allotment representative at Hawthorn Road for at least twenty years, has recently passed away following a short period of ill health. I am sure that the Committee would wish to extend its condolences and thanks to Reg's family.

Fencing proposal

2. Unfortunately this allotment site has suffered from a large amount of anti-social behaviour over the past year. This behaviour ranges from stolen vegetables to allotment sheds being set on fire and burnt to the ground.

3. The allotment site has a path within it that runs between Poundbury Crescent and Hawthorn Road and so, unlike all the other allotment sites, the allotments are completely open to the public at all times.

4. A significant number of people use the path quite legitimately and it would be unfortunate to have to close that path to the public completely.

5. The preferred option would be to keep the path open and fence the length of the allotment site using 4' high chain link fence and three access gates. This way people could use the path but the allotment site itself would be enclosed and offered some protection similar to the other sites in the town. The fencing would also keep the dogs out.

6. Hawthorn Road allotment holders have been consulted on this proposal and all the responses received have been very supportive to the proposal.

7. The fence can be installed by the Outdoor Services Team with the cost of materials being £3,032 and can be funded from within the Council's revenue budget.

8. The Committee is asked to agree the fencing of Hawthorn Road allotment site.

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 8 MARCH 2021

COMMUNITY FRIDGE UPDATE

General description and purpose of Community Fridges (CF's)

1. Community Fridges are one tried and tested way of stopping good food ending up in the bin. They're housed in public, accessible places, making surplus perishable food freely available to members of the public.
2. Surplus food is provided by local businesses or members of the public and is then available for collection by people who need it. They work on an honesty basis.
3. Whilst the main goal of a CF is to tackle food waste, they can also help to support people who are in food poverty.
4. As a general guide:
 - CF's need to be located in a covered and secure unit - whether this is a locker, shed, outhouse building or the foyer of a community centre.
 - They should be set up in an area where there is high footfall and existing community activity – ideally where there is also the potential of delivering other associated activities such a cookery lessons.
 - They also need to be sited in an area that has some level of supervision, to minimise the chances of misuse, for example an area with someone working in the vicinity, or covered by CCTV.
5. The national community organisation Hubbub was responsible for helping to set up the first CF in the UK, and they now help to register, advise and mentor new projects through the Community Fridge Network. They have produced a useful guide to setting up a CF which can be found here:-
<https://www.lumi.org.uk/assets/resources-toolkits/sharing-resources-you-shouldnt-miss/HOW-TO-GUIDE-COMMUNITY-FRIDGE.pdf>
6. Members will recall that, at its November 2020 meeting, the Committee received a presentation from Naomi Mason, Public Health Dorset regarding the establishment of a CF in Dorchester. Members were very supportive of the project.

Progress on delivering a Community Fridge in Dorchester

7. Emma Scott, Community Development Officer, has been having discussions with Naomi Mason and other partners about setting up a CF in Dorchester since 2019. The main barriers to implementation being the difficulty in finding a suitable site for a CF, and also needing an organisation/group of active volunteers willing to lead on setting one up and looking after it once established.

8. Several sites have been reviewed over the last 18 months including:
- a. The Dorchester Library and Learning Centre – not available.
 - b. The United Church – lack available space.
 - c. Empty shops - this option was considered but feedback from a local agent confirmed that town centre shops are still looking to try and let premises for commercial rents. In addition, a fridge sited in a shop would require permanent volunteer supervision.
 - d. South Walks House (currently closed) - keen & supportive response, but future of building unknown.
 - e. Old library site – again future unknown, plus is off the beaten track and would also require staffing.
 - f. Market Carpark – not in area of high footfall and location might make it vulnerable to anti-social behaviour.
 - g. Borough Gardens – again if unsupervised, might be prone to misuse, also not ideal location for this activity.
9. The Dorchester Co-op - The Dorchester Co-op were also approached and were receptive to the idea – the principles of a CF complement the ethos of the company. The Dorset Volunteer Centre (DVC) has agreed to manage this fridge.
10. The Dorset Volunteer Centre has been keen for some time to set up a CF. Since the start of the year, significant progress has been made by the DVC, including:
- Further meetings with the management at the Co-op.
 - Funding secured via DEFRA to purchase a fridge and other related equipment.
 - Development of relevant paperwork, including a risk assessment and volunteer agreement.
 - Registration with relevant bodies, including Hubbub, Foodshare and Fareshare.
 - Development of logo and project information.
11. Food for the fridge will be supplied by the Co-op itself, and from a mixture of other business and individual donations.
12. This Community Fridge is being named the ‘Dorchester CasterFridge’ and it is hoped that the fridge will be ready to launch by the end of March 2021. The DVC will invite their patron to open it.

Progress on delivering a Community Fridge in Poundbury

13. There has also been interest in setting up a CF in Poundbury. This has been supported by Naomi Mason, with a view to further helping to reduce food waste in the town.
14. Emma Scott was approached by the Bonjour Café, Poundbury who wished to set up a CF in the café, while it was closed because of the pandemic. The Café has already undertaken a lot of the preliminary work required to provide a CF.

15. The benefits of this facility are that:

- There is an available space, which is fully supervised, and which can be secured when not in use.
- A fridge has been donated, and there is shelving available for dried goods.
- Donors to the fridge have been identified.
- There is already equipment, such as a table, scales, fridge thermometer etc in the café.
- The café can easily extend its insurance to cover the CF.
- The CF is now registered with Environmental Health, along with other bodies such as Hubbub.
- The café owner already has environmental health training.
- By setting this up, it is expected that more volunteer interest will be generated, and a CF voluntary organisation established.
- It is hoped that by showing the community what a CF involves and can achieve, the project would more easily find a permanent home and a group of volunteers with experience that could manage it.
- Overall there is very minimal cost and risk involved in using this site.

16. The downside of using the café is:

- That it is not in an area of high footfall, although it is surrounded by housing in easy reach.
- Hours of opening the CF would have to match café opening hours.
- There is a risk that if a permanent site cannot be secured within 3 months, the project might have to go back into hibernation until a long-term venue is found.

17. Councillor F. Hogwood has also been undertaking work with the Duchy of Cornwall and Poundbury based community and voluntary organisations regarding the establishment of a permanent CF hoped to be located outside of Poundbury Waitrose. If established this would be an excellent location for a Poundbury fridge.

18. The benefits of this option are that:

- It is in an area of high footfall and is very central.
- There is a large car park adjacent.
- Waitrose may be willing to help stock the fridge.
- It offers the potential of extended opening hours – for instance to match those of Waitrose.

19. Downsides of this venue may include:

- A need to identify a space large enough to house a fridge and associated equipment.
- The fridge itself would need to be situated in a locker or outhouse.
- A risk that unless it is overlooked by CCTV, or monitored regularly, it might be more vulnerable to misuse being positioned outside – however as the site is normally busy during the day, and is very overlooked, this risk might be minimal.


- This option would require funding and someone, or a lead volunteer organisation, to manage it.
- The project may take some months to establish.

20. The Committee is asked to note the progress made with this project and to offer its support to all three initiatives.

Emma Scott
Community Development Officer

**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>	# Willdoes
2. Name and address of responsible officer who should be contacted regarding this application.	Name Neil Peters Address c/o 13 North Instow Harmans Cross Swanage BH19 3DT Tel: _____ (Mobile) 0777 1786711 Email: neilstudloda@icloud.com
3. Address where activities are based.	Activities are carried out across Dorset
4. What area (community) is served?	Dorset and surrounding Counties.
5. Are there any other similar facilities or services provided in the area/district?	Youth services generally have been severely impacted in recent years. We believe this project is unique.
6. How does your organisation / activity benefit the residents of Dorchester	Young people from Thomas Hardy & Kingston Marwood are involved with #Willdoes and recently organised a fund. raising 'TRUCKS RUN' The Bus will be available to support work and events across the County.
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.	No.

<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>Please see attached flyer (Attachment 1)</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>Donations, grants, fund raising. We have good support from Swanage TC for a permanent parking space when not in use.</p>
<p>11. a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>May 2021 Summer 2021</p>
<p>12. Please give details of the cost of the project.</p>	<p>£50,000</p>
<p>13. Please give details of other grants awarded or applied for.</p>	<p>Swanage TC £2,000 Other donations £9,900 #Willdoes Commitment £10,000</p>
<p>14. Amount of grant requested from Dorchester Town Council.</p>	<p>As much as possible please :)</p>
<p>15. Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i></p>	<p>Please see attached additional information.</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..... <u>TREASURER</u>.....</p> <p>For and on behalf of... <u>#WILLDOES</u>..... Date... <u>23/02/2021</u></p>	



#Willdoes was set up in August 2019 by Lesley Paddy after the tragic death of her son William, aged 14 years and 9 months.

Since then, #Willdoes has raised over £100,000 for good causes in Dorset and the surrounding area, supporting the mental and physical wellbeing of young people. Please see our website for further information about our fundraising activities.

Our next challenge is to provide a double decker bus to act as a support vehicle and hub based in the seaside town of Swanage, providing a safe space for young people to meet and access information and support. The bus will travel to surrounding communities and be available to local organisations who support young people.

Youth Services in Dorset have been severely impacted by recent austerity measures, relying heavily on volunteers to fill the gap.

#Willdoes Community Bus Project

#Willdoes has seeded £10,000 to get this project off the ground and an additional £10,900 has been raised to date. We need a further £29,100 to see it to fruition.

We have the support of Swanage Town Council which has pledged to provide an electricity supply and parking space in a central location, near the town's skate park. We hope to have access to public WCs and fixed lighting, provided by the Council.

Following the purchase of the bus for £10,000, the remaining £40,000 will be used for the following:-

- Carry out a refit to our specific design requirements including: kitchen, private consulting area, seating area with tables downstairs, media installations and open plan upstairs for flexibility of use
- Install air conditioning / heating
- Install a 9kw generator
- Install security doors
- Exterior and interior decoration
- Downstairs will be fully DDA compliant
- Youth Worker funding

info@willdoes.co.uk

www.willdoes.co.uk

@willdoes2004

Registered Charity number: 1187099

The goal is to complete the project by 31 May 2021.

**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>	Volunteer Centre Dorset
2. Name and address of responsible officer who should be contacted regarding this application.	Name: Isabelle McGowan Address: Volunteer Centre Dorset The Coach House Acland Road Dorchester DT1 1EF Tel: __01305 269214__ (Mobile)_____ Email: __office@volunteeringdorset.org.uk__
3. Address where activities are based.	The Co-operative Trinity Street Dorchester DT1 1TT
4. What area (community) is served?	Dorchester town and surrounding villages
5. Are there any other similar facilities or services provided in the area/district?	There are some community food schemes and food banks set up in Dorchester and Poundbury, but no community fridge or similar scheme where the aim is food waste reduction
6. How does your organisation / activity benefit the residents of Dorchester	The community fridge will encourage local businesses to donate food to the community rather than throwing it away. It will encourage local residents to become more involved in their community and care for their fellow residents. It will encourage people to think about food waste and use leftovers rather than throwing good food away. It will support people on low incomes who may fall through the gaps of receiving support such as food bank vouchers. It will create new volunteering opportunities within the community and the eventual aim is for it to be completely run by volunteers.

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.	None
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>A community fridge is a space where local residents can share and access surplus food, including donations from local food businesses. The project will encourage shops and restaurants to donate food rather than throw it away.</p> <p>The community fridge is for the whole community, irrespective of financial situation. Anyone is welcome to take items from the fridge. The purpose is to reduce waste, but happy 'side effects' such as helping local people on low incomes will also occur. We know through our work at the Volunteer Centre that people can fall through the gaps and don't always qualify for support such as receiving food bank vouchers. Although this isn't the purpose of the fridge it is a welcome benefit.</p> <p>The community fridge will be located inside the Co-op, in the foyer area at the entrance. This means it is easily accessible to everyone in the community.</p> <p>This project will create new volunteering opportunities and an increased sense of community. The aim is for the fridge to be run by volunteers and the community. This will encourage people to get involved in their community and to respect their fellow residents. The fridge relies on people just taking what they need, which will further encourage a shared sense of community.</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.	The fridge will rely on donations and grants. After the initial purchase of the fridge, the ongoing costs will be low.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	March – April 2021 Ongoing project

12. Please give details of the cost of the project.	COMMUNITY FRIDGE BUDGET					
	Year 1					
	Employees Costs	Rate	hours	Period		
				(weeks)		
		Issy McGowan	15.31	4.00	52.00	3184.48
						3184.48
	PROJECT COSTS					
	STAFF COSTS					
			3184			
	GENERAL RUNNING COSTS					
	Cost of Fridge		913			
	Cleaning supplies		300			
	Volunteer Expenses		500			
	Volunteer Training		200			
	Food Hygiene Certs x 8		120			
	Marketing		500			
	Volunteer ID Badges x 15		75			
	Total running costs		2608			
	TOTAL REVENUE COSTS					
			5792			
MANAGEMENT FEE		869			15% of Admin budget	
PREMISES		463			8% of Admin budget	
OFFICE		405			7% of Admin budget	
Total Overheads		1738				
TOTAL COSTS						
		7530				
13. Please give details of other grants awarded or applied for.	Match funding received from DEFRA Remaining costs covered by Volunteer Centre Dorset					
14. Amount of grant requested from Dorchester Town Council.	£500					
15. Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>						
16. Declaration	<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</p>					

information which you do not wish to be made publicly available please make this known when submitting the application.

Signature of Applicant(s).....Isabelle McGowan.....

Position Held.....Business Administrator.....

For and on behalf of.....CasterFridge – The Dorchester Community Fridge (Volunteer Centre Dorset)

... Date...01/03/2021...

Volunteer Centre Dorset
Statement of Financial Activities (including the Income and Expenditure Account)
For the Year Ended 31 March 2020

	Note	Unres- tricted £	Res- tricted £	2020 Total £	Unres- tricted £	Res- tricted £	2019 Total £
Income from:							
Donations and legacies	2	4,558	5,184	9,742	3,243	5,877	9,120
Charitable activities	2	68,172	199,643	267,815	51,990	139,882	191,872
Other trading activities	2	6,161	1,270	7,431	4,835	-	4,835
Investments	2	374	-	374	328	-	328
Total income		79,265	208,097	285,362	60,396	145,759	206,155
Expenditure on:							
Charitable activities	3	47,654	188,589	236,243	46,505	148,521	195,026
Total expenditure		47,654	188,589	236,243	46,505	148,521	195,026
Net income/(expenditure) before transfers		31,611	17,508	49,119	13,891	(2,762)	11,129
Transfers between funds	9	-	-	-	-	-	-
Net movement in funds		31,611	17,508	49,119	13,891	(2,762)	11,129
Reconciliation of funds							
Total funds brought forward	9	77,658	9,446	87,104	63,767	12,208	75,975
Total funds carried forward		109,269	26,954	136,223	77,658	9,446	87,104

The statement of financial activities has been prepared on the basis that all operations are continuing operations. There were no gains or losses arising in the period that are not shown above.

The statement of financial activities incorporates the income and expenditure account.

**DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 8 MARCH 2021
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:

Name	Full Burial/Ashes	Grant No:	Grave Number
Dorchester Cemetery			
BRIAN WHITTINGHAM	ASHES	3121	T.B.A.
SYLVIA LODGE	ASHES	3124	T.B.A.
Poundbury Cemetery			
GORDON RAYMOND HARDING	DOUBLE BURIAL PLOT	3118	T.B.A.
JACQUELINE CASSIN	2 X ASHES PLOTS	3119	T.B.A.
NATALIE SHEEHY	DOUBLE BURIAL PLOT	3120	T.B.A.
MICHAEL TRENT	DOUBLE BURIAL PLOT	3122	T.B.A.
VIVIAN ANN RIDING	DOUBLE BURIAL PLOT	3125	T.B.A.
CHRISTOPHER KEENAN (HUMPHRIES KIRK SOL)	DOUBLE BURIAL PLOT	3126	T.B.A.
Fordington Cemetery			
JANET WHITE	ASHES	3123	GOR71

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

01.01.2021 – 28.02.2021	Dorchester	Fordington	Poundbury
Interments	2	-	7
Ashes	1	-	1
Garden of Remembrance	-	1	-
Dorchester South Chapel	-	-	-
Poundbury Chamber			-
Children's Plot			-

DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 8 MARCH 2021
MUNICIPAL BUILDINGS MONITORING REPORT

Staffing

1. All four Town Hall Keepers are continuing to go to work whilst complying with social distancing and child care responsibilities.
2. One Town Hall Keeper is generally on site at present. That THK is the point of contact and has also been helping clear out 19 North Square. Another THK is now working in the Gardens and the remaining two are undertaking jobs away from the buildings such as cleaning the chapels, refurbishing Maumbury Rings Pavilion and cleaning the various heritage information boards located around the town.

Lift

3. The old lift has now been removed and work has been undertaken to the lift pit, electrics and landing in readiness to accommodate the new lift which is due to be installed week commencing 8 March.



Corn Exchange and Council Chamber Re-roof

4. The Council's contractor's, Hammonds, have now commenced work on the roofs. Progress made to date includes:-

- Council Chamber and stairwell has been stripped to expose the structure, inspection carried out, schedule of repairs to be issued. General condition is as expected however there is some rot to the timber wall plate and several rafter and hips.
 - Works have also been instructed to secure the original Council Chamber ceiling joists/lath ceiling back to the main trusses and beams. These original ceilings have been underlined at some point with battens and a new plasterboard ceiling finish. Hammonds also instructed to provide a ply decking in the roof void to form a safe access route within the void, the present arrangement is hazardous.
 - Approximately 50 % of the original clay tiles have been salvaged for reuse, all modern concrete tiles have been disposed. The original tiles will be re-laid on the most visible slopes along North Square (west and north façades)
 - Lower roof slopes to the Corn Exchange have been stripped including lead parapet gutters, in general good condition, several repairs required to rafter ends. The main timber trusses are in fact the flitch beam arrangement which consist of a cast iron plate sandwiched between two timber sections, the three layers being held together with large bolts which are visible. Slating to upper roof slopes still to be stripped.
 - An early cavity construction has been uncovered consisting of two brick leaves with a special bonding brick crossing the cavity. These bonding bricks are disguised on the face-work with a snapped header matching the rest of the facing brickwork. Interestingly builders and architects started to experiment with cavity or 'hollow walls' from early in the Victorian period, however it wasn't until the inter-war years that the approach really began to flourish. Interesting the Architect drawings of the Corn Exchange extension dated 1865 does appear to indicate the cavity work.
 - Apse, works have uncovered curved cast iron frame seated on a timber plate with cross timbers supporting the curved plaster lath ceiling. Unfortunately, there is severe rot to the rafters ends and timber wall plates, extensive repairs will be need. Further opening up works to be carried out followed by a schedule of repairs.
5. All Members have been offered the opportunity to go up the scaffolding to see the works – if any Member has not been up and wishes to please let me know.

Corn Exchange Paint

6. The recent paint colour vote showed no significant preference for any of the schemes from those that returned a preference. Following discussion with the Chairman it was agreed that some further investigation work be undertaken as to the original colours used and a revised colour scheme will be created based on these colours. Members will be given the opportunity to comment prior to any scheme being agreed by the Chairman.

Steve Newman
Deputy Town Clerk

**DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 08 MARCH 2021
MUNICIPAL BUILDINGS MAINTENANCE AND PROJECTS**

Regular Contracts	Contractor	Last Completed	Next Scheduled
Emergency Lighting annual test and service	Andy Whitty	January 2021	January 2022
Boiler Service	Benzoni Services Limited	July 2020	July 2021
PAT Testing	DAM Group	November 2019	November 2021/22
Lightning Protection	GNS Steeplejack Ltd	October 2020	October 2021
Emergency Evacuation Chairs service (6 monthly)	Evac + Chair International	July 2020	January 2021 – delay until reopen
Fire Alarms annual test and service	Andy Whitty	January 2021	January 2022
Stage Units – annual test and service	New contract: 2016 Cahill Ltd	November 2019	November 2020 - delay until reopen
Service Clock – annual test and service	Smiths of Derby	January 2020	January 2021
Ventilation Clean	Rentokill	February 2020	February 2021 - delay
Intruder Alarm	SES	October 2020	October 2021
Lighting Rig Test 3 Part (i) Rigging inspection (ii) Electrical inspection (iii) PAT testing	Stage Solutions	May 2020	New lighting rig to be installed
Lift	Stannah	New Contract 2021	Quarterly
Fire Extinguishers	Fire Express Ltd	July 2020	July 2021
Fixed Wire Testing (5 Year)	New contract: 2016 A. Whitty	March 2016	March 2021
Provision of toilet sanitary receptacles and emptying	PHS group Ltd	Sanitary Bag Dispenser – Nappy Bag dispenser	Regular visits
Glass Collection Waste (Bar)	Dorset Waste Partnership	Fortnightly	Fortnightly delay
Car Park Gates – Annual test and service	Openings	February 2020	February 2021 – delay until work completed

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

Project	Cost	Progress
See separate paper.		