

# 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

8 September 2021

**Agenda** for the meeting of the **Management Committee** which will be held at the **THE CRICKET PAVILION, WEYMOUTH AVENUE, DORCHESTER** on **MONDAY 13 SEPTEMBER 2021** commencing at **7.00pm**.

Adrian Stuart  
Town Clerk

## **Public Speaking and Attendance at the Meeting**

This meeting is open to the public but with Covid still being at high levels the venue has an agreed maximum capacity of 25 – once that capacity is reached no further entry will be allowed. If you wish to attend please **contact the Clerk by 9.00am on the morning of 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, S. Jones, F. Kent-Ledger (Chairman), D. Leaper, A. Lyall, R. Major (Vice-Chairman), 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 12 July 2021 (adopted by Council on 26 July 2021). A copy of the Minutes can be found at [www.dorchester-tc.gov.uk/Committees/Management/Minutes](http://www.dorchester-tc.gov.uk/Committees/Management/Minutes).

### **3. Poundbury Litter Picking Project**

To receive an oral report from Councillor F Hogwood about a litter picking project in Poundbury and whether this could work elsewhere in the town.

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

To receive the Outdoor Services update report (enclosed).

#### **5. Borough Gardens Parking and Outside Gym**

To receive the Outdoor Services update report (enclosed).

#### **6. Site Visits**

To consider a report on the future arrangements for site visits (enclosed).

#### **7. Summer Events Feedback**

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

#### **8. Grant Applications**

To consider the following applications for financial assistance:-

- (a) South West Dorset Multicultural Network (application enclosed)
- (b) Parkinsons Music (application attached)
- (c) Dorchester Poverty Action (application attached)
- (d) Mid Dorset Mencap (application attached)

#### **9. Kids Club and Holiday Hangouts - Feedback**

To receive a feedback report from the Community Development Officer (enclosed).

#### **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 (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.

#### **11. Municipal Buildings Monitoring Report**

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

**12. 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".

**13. John's Pond**

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

**14. Bowling Club Lease**

To consider a note by the Town Clerk and correspondence from the Bowls Club (enclosed).



## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – 13<sup>th</sup> September 2021 OUTDOOR SERVICES UPDATE REPORT – Late Summer

This report has been prepared whilst the country is working under government guidance for working arrangements and safe working practices during the Covid 19 outbreak. These regulations had and continue to have, an effect on the work undertaken by the team, practices have been amended in such a way so as to: -

- Safeguard the NHS
- Safeguard the public
- Safeguard staff health both in and away from work
- Maintain services
- Provide a good maintenance regime in Parks and Open spaces and to keep play areas open for general use.

1. The summer period saw ongoing maintenance work dominate with mixed weather producing consistent grass growth until recently when drier conditions have resulted in growth slowing. Covid restrictions continue to have an effect on the ability to carry out some works, the impacts remain limited although this is dependent upon staff not being infected which would reduce the number of staff available to work. The main public facing service change in operation since the last report has been the re-opening of the water feature in the play area in Borough Gardens however the drinking fountains remain switched off. All our colleagues have continued, as much as possible, to do the basic maintenance and additional works that have arisen in a timely fashion and with a quality of finish to provide excellent open spaces for residents and visitors to enjoy.

2. The Borough Gardens team have been doing numerous routine tasks within the site assisted where necessary by the outdoor services staff. These tasks have revolved, in the main, around planting and care for the summer bedding plants that have shown good colour all summer after being planted slightly later to avoid the late season cold weather. In addition to this, works have been carried out to, maintain the perimeter hedge in good condition, continue to improve the quality of lawns in the gardens and to keep all shrub beds in good order.

Works will now focus on the growing of bedding plants for the winter and spring period. Cuttings and stock plants will be overwintered this autumn to provide some plants for next summer's displays. This year one highlight has been the addition of Banana plants to the beds to give height and interest this will be further developed next summer.

During the coming winter the annual beds and grass surrounding the large yew tree on the West Walks side of the gardens will be undertaken to, improve the levels of the lawn in the area, remove safety trip and fall hazards and improve both the soil structure and texture for next summers bedding plants. To enable these works, these beds will not be planted this coming autumn.

The smaller greenhouse previously used solely to grow on hanging baskets has had benching installed which has increased growing capacity and old redundant gas heating equipment has been removed. Similar work to the final large glass house was also completed in August.

The main improvement task remaining is the painting of the internal walls in the glasshouses and the external woodwork of the potting shed, this will be carried out over the winter period once the plants have been moved out to the beds.

By improving the greenhouses, it has been possible to increase the amount and quality of bedding produced and it will also allow for better stock plants to be held over winter for use next year which in turn will reduce waste.

Work has continued at the southern end of the gardens consolidating the improvements made in the form of the rose garden. The roses have done exceptionally well and have produced flowers and fragrance all summer and will continue to do so until the cold weather arrives in the autumn. The adjacent hedge which was significantly reduced from its previous size has responded particularly well and is now routinely clipped and starting to show a good form. External decoration works to Borough Gardens House are now complete, the roof has been checked, gutters cleared and the old bell checked for safe fixing and re-painted. The scaffolding has now been removed. As mentioned previously decorating works to the adjacent potting shed will take place this winter which will complete currently planned works to the old nursery area and southern section.

As mentioned in the previous report to Management Committee, following a tree survey from the ground, a climbing inspection was carried out to the two large lime trees on the western boundary of the tennis courts by the clock. The main recommendation from this was the reduction of the existing trees to approx. 4-5 metres in height. This is due to previous pruning, from decades ago, leading to a crown and branch structure that has too much weight and resultant cavities and included bark at important branch unions which will cause structural weakness.

Agreement to the works has now been received from the Dorset Council tree officer. Works will take place over the winter period. Councillors should be aware that recent and future tree works to mature specimens is expensive and un-avoidable, budgets may be exceeded to facilitate these works.

3. Away from the gardens, the outdoor services team have been carrying out maintenance works to ensure facilities are of a good standard. Staff have carried out routine repairs and maintenance in several play areas and work is almost completed to renovate Woodlands play area, the main delay now being waiting for delivery of spare parts which is a common occurrence at the moment.

Hanging baskets provided in partnership with Dorchester BID have been maintained through the summer by the Town Councils staff. These have proved to be exceptional this year providing a very bright and eye-catching display.

All benches in south street have been removed and reconditioned with all, except two, now back on site, the two are being stored until covid sitting out changes revert and they can be replaced. This work has been carried out with the assistance of Dorchester BID who have paid for new wood for the seats. Where possible, if sufficiently sound, existing seat timbers will be re-used on further seats as part of a programme to renovate all in the town centre. The next phase will be renovation of the seating located in the Charles Street area.

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.

Grass cutting has proceeded well this year despite the, at times, challenging conditions and varying numbers of staff available to carry out the work.

#### 4. Cemeteries

Demand for full burials has been lower through the later summer, the numbers of burials of cremated remains continues to be very high.

Councillors should be comfortable that currently, staff resources and management practices have maintained capacity for all burials, allowing them to continue without the need to re-schedule timings or request help with excavation from others and it is expected this will continue to be the case.

Revised Covid restrictions saw an upward change in town council guidelines on the number of mourners to attend a funeral at both Weymouth Avenue and Poundbury Cemeteries in line with government restrictions and a site-based risk assessment this has not currently proved to be problematic.

An improvement has been carried out to the kerb edging at Poundbury cemetery by removal of the old kerb line and re-profiling to allow easy and level access for visitors to the central grass burial ground and covered ashes areas.

Staff have received further direction as to operations to be carried out in Poundbury Cemetery in order to achieve a higher quality of appearance which has subsequently been well received by visitors.

#### 5. Biodiversity

As mentioned in section 3, works to all of the greenhouse benching has been completed to remove the mixture of compost and sand. This was particularly relevant in contributing to the high levels of Sciariid fly present in the houses. After a spring and summer operating with these new arrangements it has proved to be the case that pests and disease have been significantly reduced so the change can be considered a success.

As detailed in previous reports, Tree Planting phase 1 was completed at king's road field, Larger trees were all planted with supporting stakes and ties, mulching mats to suppress weed growth and watering kits for use in the summer, this operation has been carried out several times so far and has helped to achieve a very high survival rate.

Survival rates have been very good with only 6 specimens observed to be dead, all being oak species which would indicate a problem with the stock supplied although this cannot be said with certainty.

A further phase of planting will take place in this coming winter period.

Wild flowers have had a successful year, Fordington cemetery saw significant vegetative growth as a result of a wetter spring, this promoted the wildflowers. Rank grass species also grew well leading to a limited number of complaints by mid-summer. The SNCI management plan called for a cut and collect in July which was carried out and resolved the issues. Officers will continue to monitor this next year to maintain as good a balance as possible.

No news has yet been received about formal SNCI designation for Weymouth Avenue Cemetery, this is anticipated in the autumn period. Two areas were left in WAC to allow wildflowers to go to seed, this material was then harvested as a hay crop and transferred to an area specifically prepared at Maumbury rings, with the assistance of Miles King and the People Need Nature group volunteers. The hay was then spread on the ground to allow the seed to fall and it is hoped germinate on the site to introduce a wider population of wildflowers to the rings from very locally sourced seed which is very desirable in terms of good practice. The area will be monitored in the autumn and spring for signs of germination, the process will be repeated next year if necessary.

## 6. Staffing

As part of our ongoing staff development training was arranged for two staff to upskill in safe operation of 360 degree tracked diggers, this was completed in early September, a further two staff will be trained in November ensuring a good depth of skills within the workforce.

Refresher training for staff responsible for moving the SID traffic speed indicating device was carried out in June.as was tractor driver training for two members of staff.

First aid training was given to eight members of staff over 3 days in July. This ensured sufficient cover in all operational areas including the Corn Exchange.

This training helps to maintain a multiskilled workforce to ensure service delivery can continue safely and to a good standard regardless of staff absence.

Carl Dallison  
Outdoor Services Manager  
Dorchester Town Council



## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – Mon 13<sup>th</sup> September 2021

#### Borough Gardens parking and Outside Gym

##### Background

As part of Dorchester Town council's programme of member site visits, a visit was made to Borough Gardens in the mid-summer. Members were shown around the gardens and discussed various matters and works carried out.

As part of that discussion attention was drawn to the parking of vehicles within the gardens for legitimate purposes such as staff visits and operation of the Kiosk facility and also the condition of both the safety surfacing and equipment comprising the outdoor gym.

##### 1.0 Gardens Parking

###### Potential Site Location

To the eastern side of the kiosk building. It is clear that the grass area between the existing Kiosk and toilets building and the outdoor Table Tennis table suffers due to wear from people crossing the lawn and the shading from adjacent mature trees, this results in the grass being thin with large areas of essentially compacted bare soil being present.

###### Car Parking Area

It was discussed on site that there was potential to turn the above area into a parking space for a maximum of two vehicles. Creation of this facility provides the following benefits: -

- By using this location, the issue of poor-quality grass would be resolved
- Proximity to the kiosk for use by the operator who currently parks in a more prominent spot near to the main gate entrance from prices street/ West walks.
- A visual improvement would be achieved by locating parking away from main entrances etc.
- Parking can be effectively managed by on-site staff.
- Works can be achieved with minimal ground disturbance or significant change to existing levels.

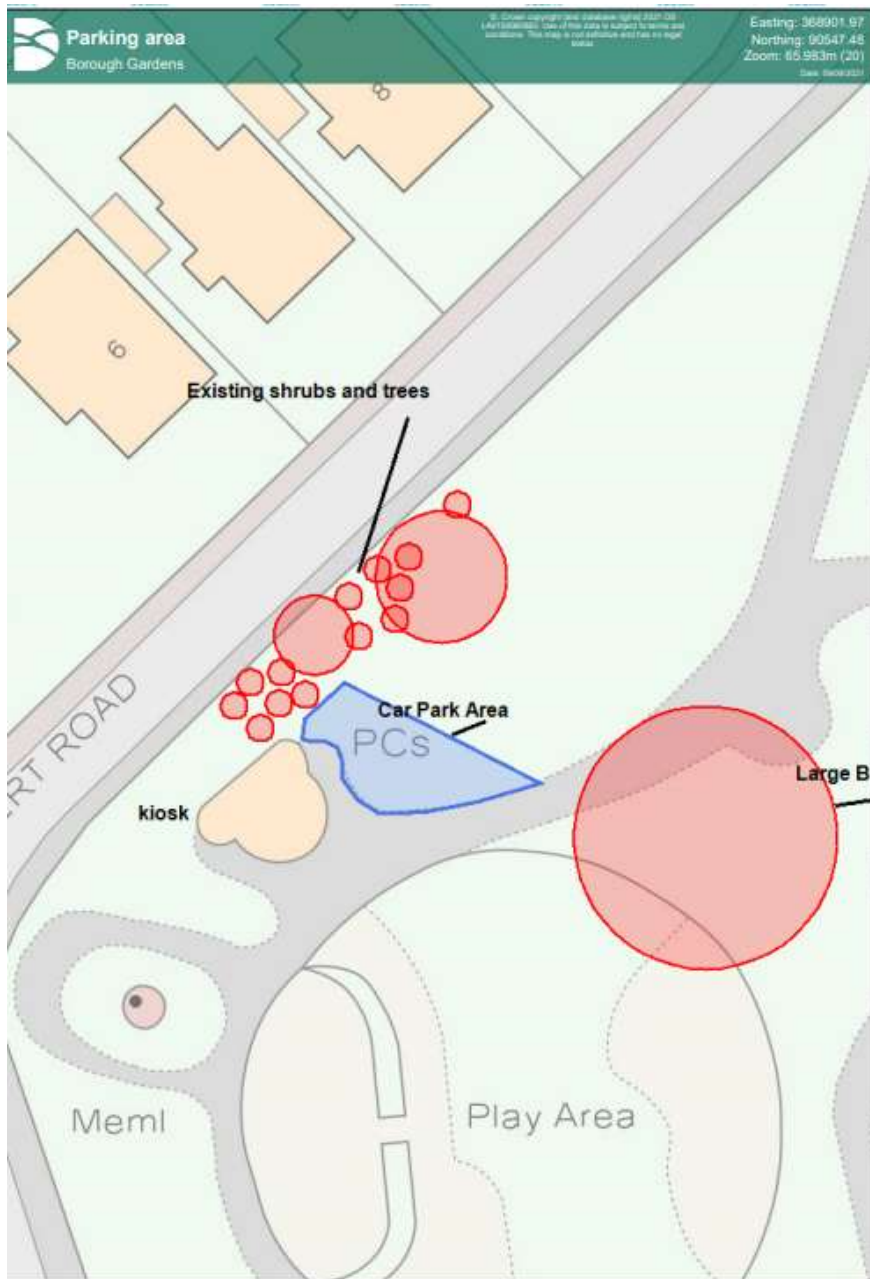
###### Layout

The area would provide sufficient space park for two normal sized cars to park at right angles to the main path. There will be no need to white line the spaces.

The area would be tarmac surfaced to prevent run off onto the main path of soil and organic matter which currently occurs. Surface water will be allowed to issue downhill, no drainage system needs to be provided.

It is not intended to lockable bollard the spaces at time f construction but use would be monitored and reviewed by staff after 6 months to identify if un-authorized parking had become a problem.

(See plan overleaf)



Note: Plan not to scale, actual shape will vary.

### Financial implications

An estimate for works has been received at approx. £6000.

### 2.0 Outside Gym

The current Gym area within the gardens is very popular and heavily used at peak times. Having been installed approx. 10 years ago the equipment is now showing deterioration and wear and tear to an increasingly un-suitable level.

#### 2.1 Equipment

Over the last two years items have been removed from service. This is due to both wear and tear and corrosion. Normal repairs have been affected to keep the equipment operational but the

suppliers no longer support the equipment items with anything other than very basic fixings spares which in effect means it is no longer possible to repair the equipment and as failures occur, the equipment has to be removed or taken out of use.

The site originally comprised of:

- Exercise Bike
- Treadmill
- Hand Bike
- Skier (cross trainer)
- Twister (x2 plates)
- Pull up machine
- Push up machine

Currently the following have been removed or taken out of service

- Exercise Bike
- Treadmill
- Skier (cross trainer)
- Twister (x1 plate)

This leaves 3 machines plus a single twister plate. Of the remaining equipment all is displaying significant signs of wear plus corrosion to the underside of seats and chains. Items will become unserviceable as bearings wear/fail in the future and cannot be replaced.

## 2.2 Existing Safety Surfacing

The surface currently in use has three major issues.

- When installed the bases of several pieces of equipment were positioned to be at or just below finished level. Consolidation of the site over time has seen the surrounding level fall so leaving bases proud which now present a trip hazard.
- Removal of equipment and wear and tear has seen patching being carried out which is now failing in places.
- Moss development is significant in and on the surface due to the accumulation of organic matter from adjacent bare soil areas and fallen leaves. Growth is then further enhanced by the shady and damp environment created by the overhead tree canopy. This leads to time consuming pressure washing to prevent the surface from becoming too slipper for safe use.



The above picture shows exposed base materials now proud of surface levels and The extensive growth of moss and algae. (Tapes to be ignored as part of covid controls at the time). The exercise bike, one twister pad and cross trainer (skier) are now removed or put out of use.

### Summary

The area is now at a point where the range of equipment and subsequent mental and physical health benefit opportunities offered is significantly reduced from what was originally intended. The equipment bases and changes in level pose a low level but tangible risk to users. Overall, the sites' appearance is increasingly deteriorating and it is starting to look a little neglected. Coupled with the potential works to the adjacent parking area (currently bare soil) the opportunity exists to improve this area of the gardens significantly both visually and for the benefit of both visitors and users.

### Additional information

The equipment located in the gardens is manufactured by the same company as equipment owned and managed by the Town Council at the Great Field. Several items are duplicated at that location and parts not now currently available could be salvaged from the Borough Gardens equipment (if it is replaced) to be used when necessary to repair items at Great Field so potentially prolonging the life of that equipment.

Officers believe that equipment provided by other manufacturers and specifically in use at Sandringham, offers more durable equipment which importantly is better supported in terms of availability of spares for longer periods of time.

Members of the Management Committee are asked to consider and decide upon the following:

1. To agree to provision of a new parking bay area at Borough Gardens in the location as described in this report.
2. To approve, in principle, the removal of the existing gym equipment and safety surfacing to be replaced by more suitable alternatives. Officers to return to Committee with a developed and costed scheme for consideration and approval, with the intention of works being completed in 2022.

Carl Dallison  
Outdoor Services Manager  
Dorchester Town Council



## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – 13 SEPTEMBER 2021

#### SITE VISITS

1. As part of the review of its governance arrangements the Council at its last meeting agreed that:-

“The current Site Visit programme is strengthened to ensure all properties are visited on a risk-based approach, and that the Deputy Town Clerk also give consideration to an additional programme of ward focused visits.”
2. The present Site Visit schedule (in a non Covid year) includes two early evening (March and August) and one day time (June) set of visits. Attendance varies but there is no evidence to suggest that either start time is more popular than the other although August is generally poorly attended mainly due to holidays. From a practical point of view a morning start is better as staff are on duty to open up facilities, more sites can be visited and there is not the worry of it getting dark.
3. The Site Visit schedule is arranged so as to always include at least one cemetery visit per year. The other sites that are visited at least yearly are the Corn Exchange and the Borough Gardens. The remainder of the sites visited are usually chosen if there is a project being undertaken at them, a visit has been requested by the Committee, Officers wish to seek Members views on a particular issue etc.
4. Site Visits tend not to include visits to play areas unless there is a particular issue. This is because the play areas are formally inspected weekly by trained outdoor services staff, with a written record made and kept. They are also inspected annually by an independent play area inspector who produces a risk report on the play areas.
5. There are a number of smaller open spaces that will also not generally be visited as there is very little to them that would warrant a visit.
6. The main Council holdings include:-
  - 14 x play areas
  - Skatepark
  - 3 x cemeteries which include various buildings
  - 6 x allotment sites
  - The Borough Gardens and associated properties
  - Sandringham Sports Centre
  - The Corn Exchange
  - Weymouth Ave Pavilion
  - 19 North Square
  - Louds Mill Depot
  - Maumbury Rings Pavilion
  - Open Spaces, Maumbury Rings, Salisbury Field, King’s Road, Gabriel Green, Local Nature Reserve, The Great Field, Lubbecke Way river bank, The Walks etc

7. As well as the formal site visits Councillors will often visit sites in their ward and report on matters that they identify as do members of the public and the Council's outdoor services team. Input from Councillors and members of the public is always welcomed.
8. For the future I would suggest that as a part of the post-election induction process new Members are taken around all of the sites in their ward so that they are aware of the Council's facilities and open spaces on their 'patch'. Members will also to be encouraged to report any issues that are found.
9. With regard to site visits themselves I would suggest the following:-
  - Continue with three meetings per year during the day.
  - At least one cemetery gets visited per year.
  - The Borough Gardens gets visited every year
  - The Corn Exchange gets visited every year.
  - The remainder of the Council's properties get visited at least every other year.
  - The larger open spaces get visited at least every other year.
  - Officer selected sites in respect of new projects, issues where guidance is required from Members etc.
  - Member requested sites.
  - The remaining sites to be visited as and when time allows once the above priorities have been fulfilled.
10. There are two areas remaining that are not addressed in the above schedule, play areas and allotments. As previously mentioned play areas have a very formal recorded inspection system and anything that is highlighted from that system is brought before Committee. Allotments are also formally inspected twice a year with the allotment representative keeping an eye on them throughout the year. It is not proposed to include these areas unless there are specific issues which require Member input. These areas will be included in the Ward tours as part of the induction process.
11. Members are asked to give consideration to the proposals set out above.

Steve Newman  
Deputy Town Clerk



## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – 13 SEPTEMBER 2021

#### SUMMER EVENTS 2021

1. The normal summer events programme was disrupted again this year due to the ongoing Covid-19 pandemic. The Country was under various restrictions up to 19 July 2021.
2. The Management Committee at its meeting held in March 2021 agreed that due to the uncertainty as to the restrictions or conditions that might be in place at the time of an event, that the regular larger events at Maumbury Rings; Outdoor Cinema, Anonymous and Bank Holiday Music Day, plus Love Parks in the Borough Gardens should not go ahead this year. Instead smaller pop up events in the Gardens or other venues would be arranged subject to any conditions in place at the time. Officers would also continue to support other organisations that wished to organise events.
3. Set out in the following paragraphs are the events that were held in the Borough Gardens over the summer. The annual cider festival was the only regular ‘larger’ event held this year.
4. The following pop up events were held whilst Covid-19 restrictions were in place. This meant that there was no or very limited advertising prior to the event.
  - 17, 24, 29 May – Dorchester Choral Society (rehearsals)
  - Sunday 6 June -Tatterdemalion (the house band of the New Hardy Players)
  - 7, 14, 21 June - Dorchester Choral Society (rehearsals)
  - Saturday 26 June – Dorset Food and Drink Pop Up Market
  - Saturday 26 June – Dorchester Choral Society Concert
  - Saturday 3 July – Laura Sharley (Classical Soprano)
  - Saturday 10 July -Rhyme Time in the Gardens (Library Service)
  - Sunday 11 July – DASP Music Concert
  - Saturday 17 July – BSO 5 piece ensemble
  - Sunday 18 July – Fluke (pop, rock, funk and soul classics)
5. The following events were held after the lifting of restrictions. Posters for these events were placed in the Corn Exchange, Gardens and town centre poster points, they were also advertised via the Council’s Facebook pages and website.
  - Sunday 25 July – Tony Lowe (swing singer)
  - Saturday 31 July – Rose Garden Opening featuring The Tahini Sisters
  - Saturday 31 July – Poetry Performances from the bandstand
  - Saturday 31 July – Viva! Community Choir
  - Saturday 7 August - Rhyme Time in the Gardens (Library Service)
  - Sunday 8 August - Laura Sharley (Classical Soprano)
  - Saturday 14 August – The Watkins and Swarbrick band
  - Sunday 15 August – VE/VJ Civic Service
  - Sunday 15 August – Durnovaria Silver Band

- Monday 16 and Tuesday 17 August – Shire Hall inflatables
  - Saturday 21 August – Cider Festival
  - Sunday 22 August – Tony Lowe (Swing singer)
  - Tuesday 24 August - Rhyme Time in the Gardens (Library Service)
  - Saturday 28 August - Dorset Food and Drink Pop Up Market
  - Saturday 28 August – Nick Capaldi singer songwriter
  - Sunday 29 August – An afternoon of Reggae music. Live DJ and drums
  - Monday 30 August – The Originals (hits from the 60's onwards)
  - Sunday 5 September – Ruffdog Elliott singer songwriter
  - Sunday 12 September – Various live music, children's activities etc as a part of Heritage Open Day
6. Given the uncertainty at the start of the year it is pleasing to see a fairly full schedule of varied free access events in the Gardens over the summer.
7. Dorchester Arts also provided a number of paid entry events at Maumbury Rings including:-
- Macbeth – The Handlebards
  - The Importance of Being Earnest – Slapstick Picnic
  - King Arthur – The Last Baguette
  - She Stoops to Conquer – Rain or Shine
  - Mr Stink – Heartbreak Productions
  - Alice in Wonderland – Boxtree Productions
8. A new event was also agreed at The Great Field this year – Bounce Around South West – this was held over two week days in August and proved very popular with young families.

Steve Newman  
Deputy Town Clerk

**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>	<i>South West Dorset Multicultural Network</i>
2.	Name and address of responsible officer who should be contacted regarding this application.	Name : Mona Elkotory Address : 1 Middle Farm Cottages Poundbury Dorchester Dorset DT13WN  Tel: _____(Mobile)_07525754355_____ _____ Email: __monaelkotory@hotmail.com_____ _____
3.	Address where activities are based.	The Corn Exchange The Borough Garden County Museum
4.	What area (community) is served?	SWDMN is a non-political, secular organisation. We promote social inclusion in all communities
5.	Are there any other similar facilities or services provided in the area/district?	No, SWDMN is the only Network working across West Dorset and Weymouth & Portland working with people who are excluded on the grounds of their race, colour, religion, belief, gender, or age.
6.	How does your organisation / activity benefit the residents of Dorchester.	Our aim is to bring communities together to share experiences, promote understanding of different culture and celebrate diversity in the hope that we bring harmony between different people.  We promote social inclusion for people from minority ethnic backgrounds, to combat racism, to encourage community cohesion by reducing isolation and by celebrating the cultural diversity.  We promote the positive contributions of Black and Ethnic Minority groups in Dorchester and surrounding areas.

7.	Present charges/ subscription/fees. Please attach schedule if available.	N/A
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	N/A
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>	In order to achieve our goals, we hold three events that are free to the public:  * Holocaust Memorial Day – held in January * Gypsy, Roma Traveller History Month- held in June * Black History Month – held in October Each event attracts large numbers of different people local schools and colleges. Currently, we are planning and preparing to celebrate Black History Month on Sat 23 <sup>rd</sup> October at Dorset Museum. This event would highlight the positive contributions of Black and Ethnic Minority groups in Dorset particularly during the pandemic, and that in turn would be reflected in our criteria which is to bring peace and harmony between the locals.
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	We work in partnership with Dorset Council, Town Council, Dorset Health Care, as well as local schools and colleges. As a small charitable organisation, we Survive financially on donations, funds or grants. Our event would not take place without the hard work and commitment of our members and volunteers.
11.	a) Proposed starting date of project or acquisition date of equipment.  b) Estimated completion date.	September 2021  23 <sup>rd</sup> October 2021
12.	Please give details of the cost of the project.	1- Hall hire           £250 2-Insurance       £240 per annum 3-Food               £800 disposable plates. We charge a small amount towards the cost of food. 4-Musician           £300-400 5-Speakers           £50-60 6-Publicity & posters   £50 7- Hall decorations   £50

13.	Please give details of other grants awarded or applied for.	We had a £1000 grant from Dorset Council last year which, because of the pandemic, we didn't use.
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	We were unable to start our projects or spend the grants awarded over the last year, due to the coronavirus pandemic. However, we are facing huge challenges and without the support and generosity of our partners we wouldn't be able to survive
16.	<p><b>Declaration</b></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)...Mona Elkotory.....</p> <p>Position Held.....Chair.....</p> <p>For and on behalf of      South West Dorset Multicultural Network Date                              08/08/2021</p>	



**DORCHESTER TOWN COUNCIL  
GRANT APPLICATION FORM**

1.	<i>Name of organisation. (If your application is successful the grant cheque will be made payable to the name used here.)</i>	Creating Musical Participation
2.	Name and address of responsible officer who should be contacted regarding this application.	<i>Name</i> Caroline Pugh Address Maine Martell, Winterborne Zelston, Blandford, DT11 9EU  Tel: _____ (Mobile) 07984 828642  Email: creatingmusicalparticipation@gmail.com
3.	Address where activities are based.	Dorchester Cricket Club Weymouth Avenue, DT3 2EN
4.	<i>What area (community) is served?</i>	The singing sessions are designed specifically for people living with Parkinson's, and would also be suitable for those diagnosed with MS or in need of rehabilitation from a stroke. Others who enjoy singing can also attend
5.	Are there any other similar facilities or services provided in the area/district?	There are no other singing groups for that particular need in the area. The sessions will also include specific vocal exercises designed to help those with the condition as well as well loved songs..
6.	How does your organisation / activity benefit the residents of Dorchester	With speech and language services quite stretched, a group offering singing would be of great benefit in the area. Speaking with local social prescribers, they saw an obvious need in the area. There is a UK Parkinson's members group that serves the Dorchester and Weymouth area who will help to advertise to its members.
7.	<i>Present charges/ subscription/fees. Please attach schedule if available.</i>	The weekly group begins on Monday 28 <sup>th</sup> September. Clients will be paying £6 per session (where they can afford it). I would like to be able to keep fees as low as possible if there was an opportunity to either subsidise everyone or have a fund available for those in receipt of benefits. I will have to pay a venue hire each week of £10
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	Providing numbers can be at a viable level and external costs don't go up , there are no proposals to change the charges.
9.	<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>	The Cricket Club are offering a very reasonable rate of £10 per hour, but this is subject to change if a longer booking is accepted making my slot is no longer available. This is likely from January and I will have to seek a different venue with perhaps less competitive rates.  Being able to provide a social opportunity for people living with specific medical conditions will be helpful to their own well-being and confidence in the community.

		There is much research to demonstrate the benefits of Singing in particular with Parkinson's, enhancing the quality of life for as long as possible.
10.	<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>	I hope to be able to build numbers up over the next 6 months to make the sessions self-funding. If charges and venue hire can remain constant, I should be able to make a reasonable return for the time that I am investing. The sessions may only be an hour long, however, I have other costs such as public liability to consider and a great deal of preparation time to provide resources.
11.	a) Proposed starting date of project or acquisition date of equipment.  b) Estimated completion date.	Monday 27 <sup>th</sup> September – on going weekly event 14 weeks until Christmas  The weekly sessions will continue in the New Year, although we may have to find a new venue. I would like to think that the project would be self sufficient and be able to absorb the hire of the venue costs by then.
12.	Please give details of the cost of the project.	£140 for hall hire. (14 weeks @£10) £168 Potential subsidy for anyone referred to the sessions by a Social Prescriber who is in receipt of benefits.  I would like to be able to reserve up to £168 for me to apply for if there were perhaps 2 people for whom this grant to cover weekly charge would be really helpful.
13.	<i>Please give details of other grants awarded or applied for.</i>	None
14.	Amount of grant requested from Dorchester Town Council.	£308 of which £140 would be required as soon as possible to cover costs and the remaining amount to be applied for if needed by clients. (Obviously checks would be made and the information that there might be funds available would be known initially by the Social Prescriber / UK Parkinson's group committee.)
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	I have a background in music teaching (at a Dorchester school), have been working part time in a care home, am an Associate member of Sing To Beat Parkinson's (Cantata Trust)
16.	Declaration I/We declare that the information given on this application is true and complete in every respect.  I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that <b>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.</b>  Signature of Applicant                      Caroline Pugh  Position Held              Founder and Lead Musician  For and on behalf of..... Creating Musical Participation ..... Date 24th August 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>	DORCHESTER POVERTY ACTION
2. Name and address of responsible officer who should be contacted regarding this application.	Name DR MARGARET BARKER Address 43 BRIDPORT RD. DORCHESTER DT1 2NG Tel: 01305 260959 (Mobile) 07809027990 Email: drmargaretbarker@gmail.com
3. Address where activities are based.	Office base as above. Grants made to residents in DT1 & DT2
4. What area (community) is served?	DT1 & DT2 addresses
5. Are there any other similar facilities or services provided in the area/district?	There is a Parish Charity in DT1 & we work closely together.
6. How does your organisation / activity benefit the residents of Dorchester	By making grants of up to £250 to individuals or families in a financial crisis, at the request of a professional who works with them & knows their circumstances.
7. Present charges/ subscription/fees. Please attach schedule if available.	— N.A.
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. (Continue on a separate sheet if necessary.)</p>	<p>At the end of the school summer holidays DPA gets requests to pay for school uniforms. 15 children kitted out at £100 each in 2020 &amp; 17 in 2021. 5 so far in 2021.</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>Discussion with Dorchester schools who hold a small budget for uniforms. Otherwise financial planning ahead.</p>
<p>11. a) Proposed starting date of project or acquisition date of equipment.  b) Estimated completion date.</p>	<p>Now – end of August &amp; whole of September. Less need for the rest of the year. October half term.</p>
<p>12. Please give details of the cost of the project.</p>	<p>A national survey confirmed that cost is £100 per child. Therefore we expect to give out about <u>£1,500</u>.</p>
<p>13. Please give details of other grants awarded or applied for.</p>	<p>None but our finances from local donations are quite healthy at present.</p>
<p>14. Amount of grant requested from Dorchester Town Council.</p>	<p>£500, please.</p>
<p>15. Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>Accounts for 2019/20 enclosed. The accounts for 2020/21 are not yet finalised. <i>M. Barber</i></p>
<p>16. Declaration</p> <p>I/<del>we</del> declare that the information given on this application is true and complete in every respect.</p> <p>I/<del>we</del> 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>M. Barber</i> .....</p> <p>Position Held..... <i>Chair of DPA for 30 years</i> .....</p> <p>For and on behalf of <i>Dorchester Poverty Action</i>..... Date <i>1/9/21</i>.....</p>	

**Dorchester Poverty Action**

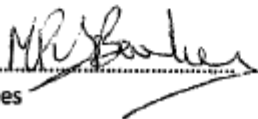
Reg Ch No 1041397

**Income and Expenditure for the year ended 31st March 2020**

	2019-20		2018-19	
	£	£	£	£
<b>Income</b>				
<u>Voluntary Income - Donations</u>				
Individuals	8739.01		7181	
Various receipts	4819.67		2859.83	
Churches	4900.79		3460.88	
Charitable Trusts and Corporate giving	9532.57		10581.48	
Fundraising Events - Net Proceeds	1370.85		686.49	
Funds transferred from "2nd Chance Furniture"	798.00		-	
Dorset Healthcare Grant assistance	-		200.00	
Legacies	-		3804.65	
HMRC Gift Aid refunds	2306.00		1413.51	
		32466.89		30187.84
<b>Total Income</b>		32466.89		30187.84
<u>Expenditure</u>				
<u>Charitable Activities</u>				
Grants Made	14587.94		18229.23	
Food Bank	1000.00		1500.00	
Vouchers	12000.00		6200.00	
Needs Survey - K Forrester	135.00	HaF	-	
Development of "Who's There To Help" website	3000.00	HaF	-	
Weymouth Bus Shelter	-		3304.00	
<u>Homeless (from Friends of The Hub monies)</u>	1371.96	HoF	-	
Sleeping bags etc for homeless	440.00	HoF	1048.00	
Lunchclub	2000.00		-	
		34534.90		30281.23
<u>Administration</u>				
Accountancy	-		400.00	
Bank charges	60.00		60.00	
Other printing postage and stationery	167.75		74.99	
		227.75		534.99
<b>Total Expenditure</b>		34762.65		30816.22
Net (expenditure) / income		(2295.76)		(628.38)
Balance at 1st April 2019		43072.07		43700.45
Balance at 31st March 2020		40776.31		43072.07

**Funds Summary**

	B/fwd	Receipts	Payments	C/fwd
Homeless Fund (restricted) HoF	5298.27	-	1811.96	3486.31
Hardship Fund (restricted) HaF	7988.05	-	3135.00	4853.05
General Funds	29785.75	32466.89	29815.69	32436.95
	43072.07	32466.89	34762.65	40776.31

The accounts were approved by the Trustees on 18/6/20Dr M Barker  
Chair of TrusteesMrs W. E. Hilton  
Trustee

## Independent examiner's report to the trustees of Dorchester Poverty Action

I report to the trustees on my examination of the accounts of the Dorchester Poverty Action for the year ended March 31<sup>st</sup> 2020.

### Responsibilities and basis of report

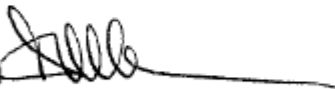
As the charity trustee of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's account carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under Section 1145(5)(b) of the Act.

### Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed 

Printed name DIANNE LAWRENCE

Relevant professional qualifications or membership of professional bodies (if any)

ACCA, CPFA

Address


4 ST GEORGES ROAD  
DORCHESTER DT1 1PA

Date: 25 JUNE 2020

## DORCHESTER TOWN COUNCIL GRANT APPLICATION FORM

1.	<i>Name of organisation.</i> <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Mid Dorset Mencap
2.	Name and address of responsible officer who should be contacted regarding this application.	<i>Name</i> Tim Malins Address Oak View East Knighton Dorchester DT2 8LH  Tel: __01305854954_____(Mobile)_ 07974439895_____  Email: __tim.malins.83@gmail.com_____ _____
3.	Address where activities are based.	33 Trinity Street Dorchester DT1 1TT
4.	<i>What area (community) is served?</i>	Dorchester and surrounding villages
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	Improving the quality of lives of people with learning difficulties and disabilities. Helping them to gain new skills and integrate into the local community.
7.	<i>Present charges/ subscription/fees.</i> Please attach schedule if available.	£3 per annum

8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No
9.	<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>Building and installing a disabled lavatory within the existing shop /cafe, which will be made available to the general public who need wheelchair access, not just customers of the shop/café.</p> <p>The project will benefit the local community in a range of ways, by helping us to create a truly welcoming and inclusive community café and shop.</p> <p>By having a disabled toilet, we can welcome visitors of all ages and intend to make the toilet available to the general public who need wheelchair access, not just customers of the shop/café.</p> <p>Once we have a disabled toilet installed, we will also be able to realise our vision of employing people with learning disabilities to work in both the café and shop, where they will join a programme that will allow them to achieve official accreditation for the skills we will teach them. By having a fully disability accessible toilet onsite, we can ensure that everyone who wants to undertake training with us can have the opportunity, regardless of their mobility needs.</p> <p>We intend to keep prices very affordable in the café and hope that it will become a vibrant hub that will be welcoming and inviting to all members of the community.</p>
10.	<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>	Building and installing the disabled lavatory will be a one-off cost. Maintenance costs etc will be met from the general funds required to run the shop and cafe.
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>As soon as the required funding is in place.</p> <p>ASAP as soon as funds are available</p>
12.	Please give details of the cost of the project.	Estimate from A Millar Plumbing £7500 £1000 Allowed for finishing and painting
13.	<i>Please give details of other grants awarded or applied for.</i>	<p>£3500 National Lottery grant. £500 from Mid Dorset Mencap general charitable funds.</p> <p>Additional funding opportunities, to meet the shortfall, are being discussed with the local Lions and Round Table groups.</p>

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.	<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 <b>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.</b></p> <div style="text-align: center;">  </div> <p>Signature of Applicant(s)... ..</p> <p>Position Held...Tim Malins, Chair.....</p> <p>For and on behalf of.....Mid Dorset Mencap.....</p> <p>Date...1.09.2021.....</p>	

MID DORSET MENCAP MAIN ACCOUNT

Year ending 6<sup>th</sup> April

	2021	2020	2019
<b>INCOME</b>			
Subs received	115.20	83.00	127.00
Grants	0.00	200.00	588.00
Donations	21.19	655.26	30.00
Table Top Sales	0.00	111.70	91.14
Tolpuddle Village Events	0.00	71.20	235.00
Frampton Arms Auction	0.00	0.00	1340.00
Bank Account Interest	0.43	2.03	1.23
Rate Repayment	0.00	0.00	443.70
10 <sup>th</sup> Anniversary	0.00	4936.00	380.00
SSE refund for Shop	101.00	0.00	0.00
Other	0.00	0.00	7.99
<b>Total Receipts</b>	<b>237.82</b>	<b>6059.19</b>	<b>3244.06</b>
<b>EXPENSES</b>			
Mencap Membership	0.00	60.00	60.00
Grants	250.00	300.00	1000.00
Insurance	436.80	426.15	409.98
Council Tax	0.00	0.00	443.70
Hall Hire AGM	0.00	71.90	50.00
Stationary/software	0.00	0.00	7.99
10 <sup>th</sup> Anniversary	0.00	4026.76	450.00
Meal for volunteers	0.00	129.95	0.00
SSE Refund	101.00	0.00	0.00
<b>Total Payments</b>	<b>787.80</b>	<b>5014.76</b>	<b>2421.67</b>
Previous Year	5606.75	4562.32	3739.93
Surplus for the year	(549.98)	1044.43	822.39
<b>NETT WORTH</b>	<b>5056.77</b>	<b>5606.75</b>	<b>4562.32</b>
<b>REPRESENTED BY:</b>			
Nat West Account 38165716	4029.88	4581.48	3523.08
Nat West Account 38179199	1012.76	1012.33	1010.30
Petty Cash	14.13	12.94	28.94
	<b>5056.77</b>	<b>5606.75</b>	<b>4562.32</b>



## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – 13 September 2021

#### KIDS CLUB AND HOLIDAY HANGOUT REPORT

##### Background to Kids Club and Holiday Hangouts.

1. The Dorset Council are currently running a scheme to provide Holiday and Food Activities as part of a nationally funded programme to support families in receipt of pupil premium where children are eligible to receive free school meals.  
To deliver the offer during the summer holidays, Dorset Council created a Summer in Dorset passcode, where eligible families could register to get a passcode which they could then use to sign up to various free activities where children would also receive a free hot meal as part of the event.
  2. The Council was approached in May by Dorset Council to ask if it would consider running an activity as part of the summer holiday initiative which was named 'Summer in Dorset'
  3. It was decided to invite the Pavilion in the Park (PiP) to get involved, as the building could provide a good base for food related activities and meal provision, and the Great Field is an ideal space for activities. Additionally, there are a number of families living in Poundbury whom it was felt would benefit from the project.
  4. The PiP Community Engagement Officer, Lucy Roberts was approached and was immediately keen to get involved.
  5. A 2 part project was devised consisting of:
    - a. 8 x Kids Club sessions – to take place twice a week at PiPs, during August.  
The places were aimed at children aged 5-10 years and were all reserved for children who had a Summer in Dorset passcode.
    - b. 2 x Holiday Hangouts – to take place on a Thursday and Friday in August.  
The places were aimed at children aged 9-14 years and any children were able to attend, with 40 places per day reserved for children with a Summer in Dorset passcode.
- All sessions were delivered as free activities, and each session was 4 hours long.  
All children with a Summer in Dorset passcode received a free hot meal as part of the Kids Club or Holiday Hangouts.
6. To run the Kids Club sessions, a local teacher, and a Family Worker from Damer's School were recruited to run them, with additional support from another local teacher and some DBS cleared volunteers. Emma, Lucy and Tamara (from DTC) also helped run the activities, and Emma maintained the overall spreadsheet and managed all the bookings, register, risk assessment and additional paperwork. The local Family Worker in particular was able to signpost local families to register who she knew would really benefit from the activities.
  7. The Holiday Hangouts were run on the day by Emma and Lucy, with support from DTC staff, the Family Worker, and additional volunteers.
  8. As a result of involvement with the Summer in Dorset programme, the Football Club and the Cricket Club were encouraged to put themselves forward to run activities.

9. Working with the PiP was a real boost to the project, and the partnership worked very effectively.

### **How the activities went.**

1. Bookings for all activities went really well, and both the Kids Club and Holiday Hangouts had waiting lists.
2. During both activities there was quite a lot of changes in attendance, where previously booked children were no longer able to attend and different children took up places.
3. On average, 16 places (of 20) per day were taken up at the Kids Clubs.
4. Of 200 places at the Holiday Hangouts, 182 children attended in total.

### **Kids Club activities.**

- Kids Club activities included a range of outdoor activities, orienteering, scavenger hunts, and games.  
And on 2 days the children went to the Bouncy Castle Fun Days on the Great Field.
- Children also took part in crafts, art work and indoor games.
- Additionally, the project was able to take one group of children to the Museum for the afternoon.

### **Holiday Hangouts activities.**

Holiday Hangout activities included inflatable fun like a bungee run and sumo suits. There were a range of crafts, a drumming workshop, a street dance session, hair braiding, glitter face painting, table football, football training, rounders games, hula-hooping and exotic animal handling.

### **Outcomes**

- Feedback from children and parents/carers about both the Kids Clubs and Holiday Hangouts was extremely positive – see to end for comments.
- We are still collecting comments from the Kids Club families, but anecdotally they all found it a huge benefit to the children. There were many lovely incidents, for instance, where a child arrived feeling very shy, and who completed the sessions having swapped addresses with a new friend.
- Just under 20% of children participating in the Kids Clubs had an additional need, often including a care plan in school. And there were around 8-10 children per day who took part in the Holiday Hangouts who had an additional need. All were well supported, and interacted really well with the other children.

### **Funding**

- In total the Kids Clubs cost: £3012.42
- In total the Holiday Hangouts cost: £2247.20

All the funding for the Kids Clubs and the majority of the funding for the Holiday Hangouts came from the Dorset Council Summer in Dorset programme. Additional funding for the Holiday Hangouts was provided by the Mayors Charity Fund, and the minibus to take the children to the Museum was sponsored by The Watercress Company.

The Town Council also agreed to fund £300, but due to generous discounts from the Bouncy Castle company and the Museum, and the sponsorship from The Watercress Company, this money was not needed and will be returned from PiPs to the Council.

## **Feedback from Holiday hangouts & Kids Clubs**

### **From staff and volunteers.**

- Lucy Roberts – PiPs Community Engagement  
“I was delighted when Emma Scott asked me to work in partnership with her on the kids clubs and hangouts, it was a baptism of fire for me and I was grateful for her knowledge, experience and confidence, she led the charge and I hung on her coat tails but together we got the job done. It was a pleasure to be involved and I am delighted at how well the sessions went and I know the children loved being part of the fun! I look forward to the next time we can work together on a community project!”
- Sandra Scott – Family Support Worker at Damers School. Sandra was employed to help run the KC sessions and was able to refer several families she knew would really benefit, as well as bring her invaluable knowledge of the children and their backgrounds to the sessions.  
“I feel it was very beneficial for the families, it enabled the children to engage in positive experiences and to try new things, as well as build new relationships with adults and children of different ages. It also gave me the opportunity to engage with parents, hear their concerns, build bridges and sign post them to support”.
- Fiona – Volunteer at Kids Clubs.  
“I helped out at the Kids’ Club at PiPs for four days in August. I thoroughly enjoyed the experience with the adults, and the children were a pleasure to be with. The organising by the adults in attendance was first class with the planning process regarding activities and individual support, clearly evident. This was reflected in the childrens’ full cooperation and obvious enjoyment each day. There was much individual support and attention; the atmosphere was perfect for an extremely successful and worthwhile experience for all, helpers and children alike”.
- Kelly Squire – volunteer at Holiday Hangouts.  
“I had a great time volunteering and glad it helped contribute to running a positive event. I would be more than happy to assist again in the future if I can and you will have me”

### **From activity providers**

I would like to say I'm really glad the feedback was positive all thanks to you for choosing me and facilitating my participation to the Hangouts. It's been a great pleasure. Your organisation was very good, and all the kids were really cool and keen.

### **Kids Club – feedback via email**

- Parent said their daughter had enjoyed the Museum trip so much “she wants to take me there now”. And “It’s been a fantastic programme and really broken up the school holidays and made it much more enjoyable for \*my daughter”
- 

### **Holiday Hangouts – feedback via Facebook**

- My sons and daughter had a brilliant time. Thank you so much to all the staff and volunteers.
- My son had the best time! Thank you so much, he is now asking for a new pet either a snake or a gecko!

- Daughter had an excellent day. Looking forward to tomorrow's fun.
- My boys loved it thank you. Will you be doing any more over the next two weeks?

**Holiday Hangouts - Feedback via email**

- Hi there, just wanted to feedback that my children had a blast at the holiday hangouts. They attended both days and absolutely loved it; particular highlights were holding the bearded dragon, sumo wrestling, the inflatable bungee and the table football. Thanks so much, it was brilliantly run, all the staff were really friendly, really organised, and I had three very happy 10 year olds! hope that you do it again next year!
- I just wanted to say thank you so much to you and all the volunteers who made the activities possible. Our children really enjoyed the two days.
- I just wanted to thank you & the volunteers for organising the two days of activities in Poundbury.

My nine year old daughter & her friend thoroughly enjoyed both days.

It was lovely to have something organised outdoors for the children to enjoy after the particularly hard time they have had recently. Please thank everyone for their hard work.

- Thank you so much for The Holiday Hangout this year. It was a huge help to parents and it got the kids outside and off their devices for four hours a day and into the fresh air. Please, please do it again next year :)
- Thank you so very much it was such a brilliant event and well organised.
- I just wanted to say a big thank you to yourself and everyone who helped organise and support the Holiday Hangout today. My daughter had 'the best time' and came home absolutely buzzing with stories of the activities she took part in and the new friends she made.  
It was most definitely a triumph!

Emma Scott  
Community Development Officer

**DORCHESTER TOWN COUNCIL**  
**MANAGEMENT COMMITTEE – 13 SEPTEMBER 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:

<b>Name</b>	<b>Full Burial/Ashes</b>	<b>Grant No:</b>	<b>Grave Number</b>
<b>Dorchester Cemetery</b>			
<b>Poundbury Cemetery</b>			
VINCENT LONERGAN	FULL BURIAL	3145	T.B.A.
ADRIAN WATTS	FULL BURIAL	3146	787
RICHARD CAVALIER	ASHES	3147	2224A
<b>Fordington Cemetery</b>			
AMELIA DUNN	ASHES	3144	T.B.A.

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

01.07.2021 – 31.08.2021	<b>Dorchester</b>	<b>Fordington</b>	<b>Poundbury</b>
<b>Interments</b>	2	-	2
<b>Ashes</b>	7	4	4
<b>Garden of Remembrance</b>	-	-	-
<b>Poundbury Chamber</b>			1
<b>Children's Plot</b>			



## DORCHESTER TOWN COUNCIL

### MANAGEMENT COMMITTEE – 13 SEPTEMBER 2021

#### MUNICIPAL BUILDINGS MONITORING REPORT

##### Staffing

1. Part time Town Hall Keeper Owen Kershaw has left the Council's employment to undertake a college course in Bristol. The remaining Town Hall Keepers are continuing to work as directed both at the Corn Exchange and other locations.
2. Two Town Hall Keepers are presently on site and have reinstated the kitchenette doors in the Magistrates Room, re-painted the Council Chamber and are in the process of re-fixing the Mayoral plaques, being the general contact for deliveries, lift contractors etc. The remaining THK is undertaking jobs away from the buildings such as helping with events away from the buildings, looking after the poster points, cleaning information boards etc. All THK's have recently completed and passed their three yearly three day first aid course.

##### Lift

3. The old lift has been removed and the new lift is presently being installed, one day of work is required to complete the lift following some revisions to the electrics, this work is scheduled for later in the month.

##### Corn Exchange and Council Chamber Re-roof

4. The Council's contractor's, Hammonds, have made significant progress on the roofs. The re-opening of the Corn Exchange has been delayed until October/November 2021 due to the extensive unforeseen repairs required to the Apse, the pandemic and the difficulties in obtaining timely deliveries of materials.

Progress made to date includes:-

##### **Corn Exchange**

- The parapets have been rebuilt.
- The remaining lower level lead work should be completed by the end of the week.
- The scaffold has been taken down internally to the Corn Exchange.
- The floor strengthening works for the retractable seating are in progress.

##### **Apse**

- Slating to the Apse will be completed next week.
- The scaffold to the Apse will be taking down within the next 2-3 weeks.
- Plaster repairs, the installation of the lighting bar and decoration are still to be completed.

## **Council Chamber.**

- Works are complete to the Council Chamber roof.
- The top hat scaffold will be taken down in two weeks' time.

## Corn Exchange Paint

5. High level paintwork within the Corn Exchange has been completed using the revised colour scheme agreed by Members. The scaffolding inside the Corn Exchange (bar the apse) has been removed and the lower level painting commenced. The difference between the old and new can be seen in the photo below:-



## Extension for Biomass and Offices

6. Contractor instructed to proceed, preliminary programme showing a completion date of the end of January 2022 is likely to move to Feb / March 2022. Ongoing discussion to agree the logistics, planning etc to minimise the impact on the use of the Corn Exchange and Dorchester Arts.
7. The existing areas (Dressing rooms, kitchen, THK's office etc) have been stripped out and the existing floor structure and asbestos covered roof (at first floor level) removed. The new floors, supporting structure, alterations to the steel frame and it's support has been completed. The steel beams have been sprayed with fire protection.



8. It has been discovered that the north wall of the original police station was originally single skin brickwork and a further internal skin was added at a later date but without wall ties. New remedial wall ties are therefore required to the external north and east wall.
  
9. Window repairs are being undertaken. New openings to the walls of the old police station have gone as far as they can at this stage. The existing slate roof from the old police station has now been stripped.

Steve Newman  
Deputy Town Clerk