

Dorchester Town Council

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9 November 2022

Agenda for the meeting of the **Management Committee** which will be held in the **COUNCIL CHAMBER** at **THE MUNICIPAL BUILDINGS, HIGH EAST STREET, DORCHESTER** on **MONDAY 14 NOVEMBER 2022** commencing at **7.00pm**.

Steve Newman
Town Clerk

Public Speaking and Attendance 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 interests where appropriate. A Member who declares any interest must leave the room. A Member who declares a registerable interest as a Council nominee to a partner organisation may first address the meeting as a member of the public.

Membership of the Committee

Councillors 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. Declaration of Interests**
- 3. Minutes**

To read, confirm and sign the Minutes of the meeting of the Committee held on 12 September 2022 (adopted by Council on 26 September 2022). A copy of the Minutes can be found at <https://www.dorchester-tc.gov.uk/Committees/Management+Committee/Minutes>

- 4. Castle Park Proposed BMX Trail**

To give further consideration to a proposal for a BM trail at Castle Park green space. Local resident Jonathan Haskell will present the proposal to the Committee (proposal enclosed).

5. The Great Field – Trail

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

6. Management Arrangements – Outdoor Services

To receive the Outdoor Services update report (enclosed).

7. Town Council Owned Trees

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

8. Low Carbon Heating Options for the Borough Gardens House and Greenhouses

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

9. Gardens Staff - Accommodation Building

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

10. Coronation of King Charles III – May 2023

As the Committee will know the Coronation of King Charles III will take place on Saturday 6 May 2023 with an extra bank holiday planned for Monday 8 May 2023. It is proposed that a small task and finish group be established to give consideration to planning any event that the Council may wish to organise.

11. Allotment Charges - 2023

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

12. Grant Applications

To consider the following applications for financial assistance:-

- (a) Brewery Square Residents Group (application enclosed)
- (b) Dorchester Community Church (application attached)
- (c) Dorchester Family Support (application attached)
- (d) STARS Dorset (application attached)
- (e) The Dorset Carers Hub (application attached)

13. 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

(i) To give consideration to a particular headstone request (report enclosed).

(ii) 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.

Castle Park Pump Track and Skills Park

Second Proposal October 2022



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1. Introduction

The Castle Park BMX Trail Rejuvenation Project is a local community group of parents, BMX and mountain bike enthusiasts who are interested in rejuvenating the area of the Castle Park play area designated as a BMX trail.

When the Castle Park play area was first developed, the upper area of the play area included a small dirt BMX trail and skateboard half pipe. Since its development this area has fallen into disrepair, with the half pipe removed and the BMX dirt trail overgrown and almost unrecognisable. The skateboard half pipe has been replaced by the Dorchester skatepark and our group would like to rejuvenate the Castle Park play area to redevelop the upper area of the field into a dirt trail for BMX and mountain bikes.

The main drive for this project is to provide a top-class facility for the children of Dorchester and the surrounding areas. The town has a strong BMX and mountain biking community and, with many of us now parents, we would like to build something for our children where they can be safely introduced into these sports and hone their skills.

The response from the local community has been nothing but positive and we believe there is a demand for such a facility in Dorchester. Building a high-quality pump track and skills park for the children of the town and surrounding areas will be nothing but beneficial for the local community. As well as the benefit of taking part in outdoor physical activity, riding these trails helps children to build confidence, learn their limitations and is a healthy social activity with a true sense of community for both children and parents alike. Those of us have taken our children to other BMX and mountain bike trails (for example, Haldon Forest in Devon and Three Riversmeet in Bournemouth) have witnessed these benefits first-hand, even only after only a short visit, and we would like to build something equally beneficial for Dorchester.

This second proposal follows discussions with Dorchester Town Council in response to feedback following our initial proposal in February 2022. After consideration of the other uses the Castle Park field has (as an eco dump for composting the Council's green waste and the earth store for storage of topsoil for the Town's projects) and the access required, we have reconfigured our proposal to accommodate the Council's requirements whilst still making best use of the space available. In this second proposal we present the new proposed reconfiguration of the park and a concept design for the park to help illustrate what we hope to build. Finally, if plans and space can be agreed, moving forward we would like to approach some of the Mountain Biking and BMX professional bodies, groups, and trail building companies to seek advice and help on developing the area to its full potential.

2. Re-configuration of the Castle Park field

The Castle Park play area contains an enclosed younger children's play area suitable for children up to the age of eight. Outside of the fenced play area there is a large, grassed area which has a football pitch and a large multi-play structure and swings suitable for older children. This area also has seats and picnic tables.

At the top of the field there is an old BMX dirt trail which has fallen into disrepair and the eco dump. Along the north edge of the field there is an earth store used to store topsoil for the Town's projects. The area that we would like to redevelop is detailed in figure 1 showing the current configuration of the playing field. You can see from figure 1 that the area we wish to re-configure excludes the play and picnic areas currently in place.

To utilise this space effectively, reconfiguration of current facilities would require movement of the football pitch, eco dump and earth store (please see figure 2). This would open up the field to allow space for the construction of 2 pump tracks. The main track would be a dirt pump track and skills area aimed at beginner and intermediate skill riders. The second track would be a smaller track aimed at young beginner riders aged 4-8 years old. A basic concept design to illustrate our ideas is provided in section 3.

Figure 1 – Current configuration of the Castle Park play area field.

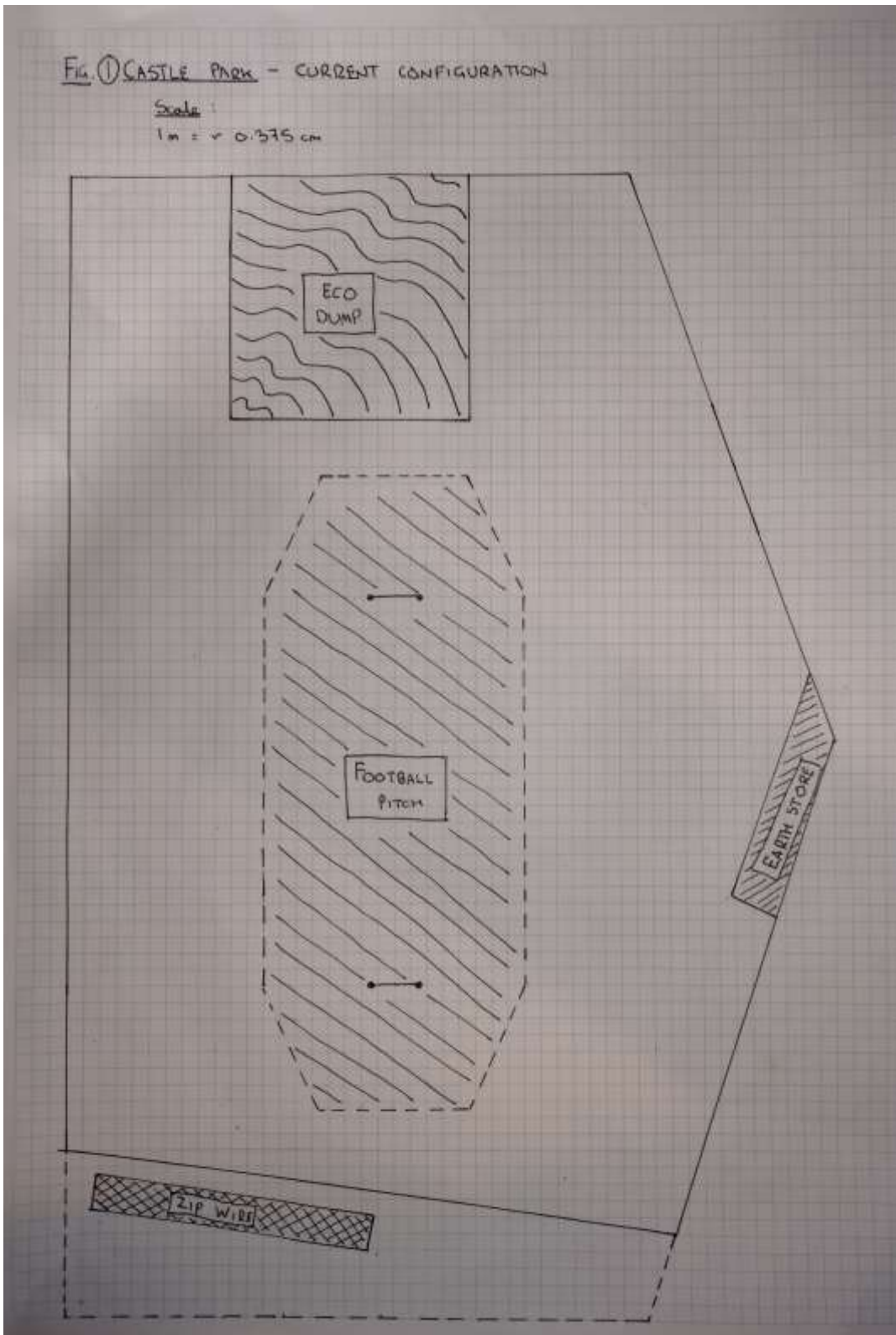
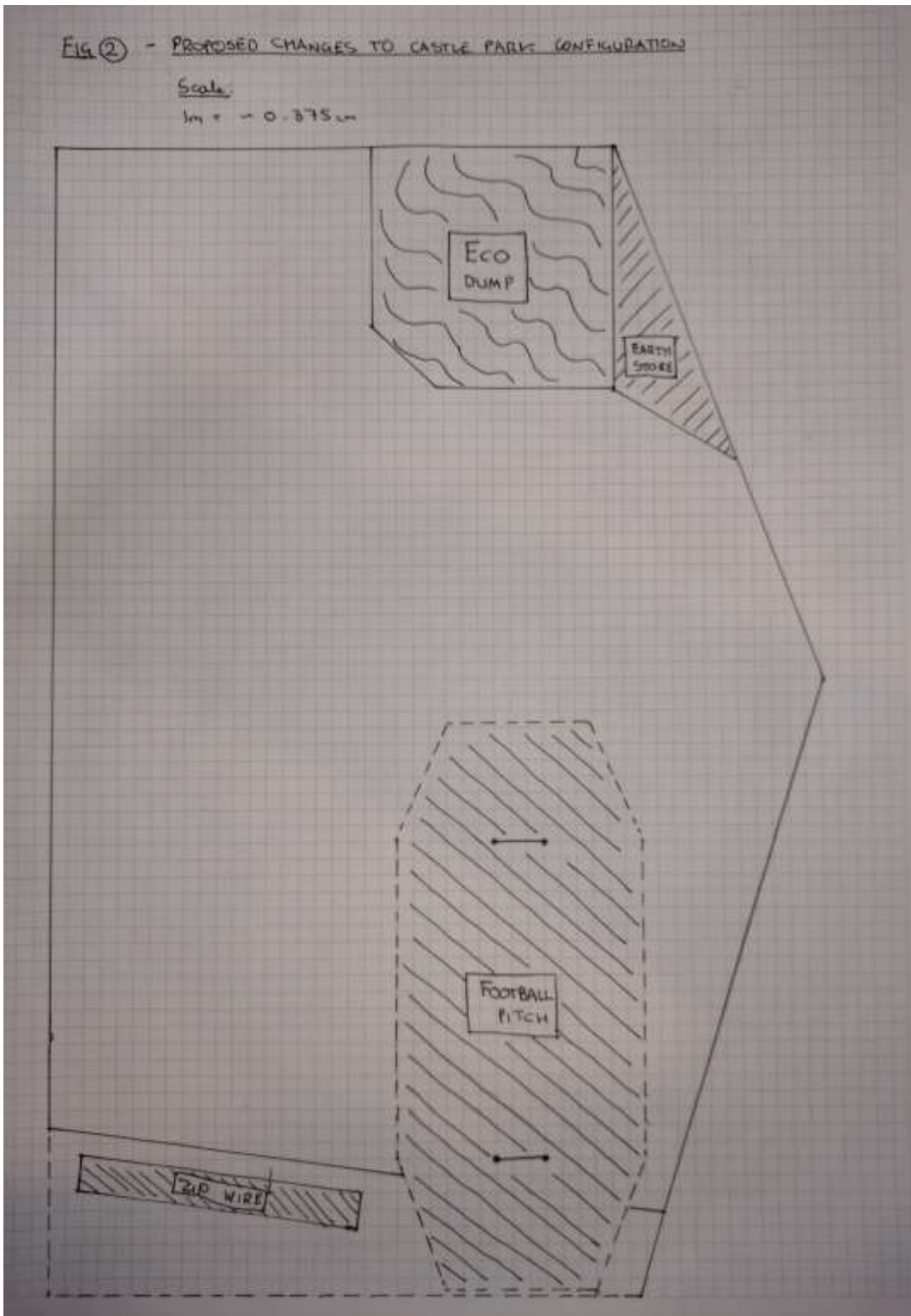


Figure 2 – Proposed re-configuration of the Castle Park play area.



3. Concept design

In this section we present a concept design for a mountain bike and BMX pump track and skills park (see figure 3). This will make best use of the space available with the proposed re-configuration of the field, whilst still maintaining access to the eco dump and earth store and retaining the football pitch.

When thinking about this we have tried to include features that will benefit both mountain bike and BMX riders, with features split for different levels of skill to make it accessible to all levels of rider. For example, with the tabletop jumps, each jump would be split into 2 halves, an entry level jump on the left and a more advanced jump to the right.

Also, in this plan there is a small beginner's trail aimed at 4–8-year-old children. This trail has many of the features of the main trail, but these would be much gentler to allow confidence building before tackling the larger trail.

Below is a list of the main trail features (corresponding to the numbers on the trail plan). Section 4 includes some brief descriptions and images of the main trail features to hopefully give you a better idea of what the trail may look like.

Castle Park BMX and MTB concept proposal October 2022 – main features

1. **Start platform** – This is a flat earth platform with slopes leading into the start of the trail. The trail will only run the left of the start platform, with the start platform accessible using the same access route used for the eco dump and earth store. There are multiple start options, including a simple slope start for beginners and graded drop in starts for intermediate and advanced riders.
2. **Berm section** – A section of 3 berms that riders will be able to pump through. As with the jump sections, the berms will be of beginner/intermediate level with small table top jumps and pumps/rollers in between each berm
3. **Central pump track and jump runs** –4 tabletop jump runs, each split by a berm section. Some skills and technical features are also included, including low lying rock obstacles and features.
4. **Skills features** – Off the main track we hope to incorporate some more technical skills features for more advanced riders to practice skills such as bunny hopping and balance.
5. **Advanced jumps** – A small section off the main track that includes more advanced jumps and technical features for rider progression.
6. **Beginners pump track and skills area** – A pump track and skills area with gentle features for younger children (ages 4-8) and complete beginners.

Figure 3 – Concept proposal October 2022

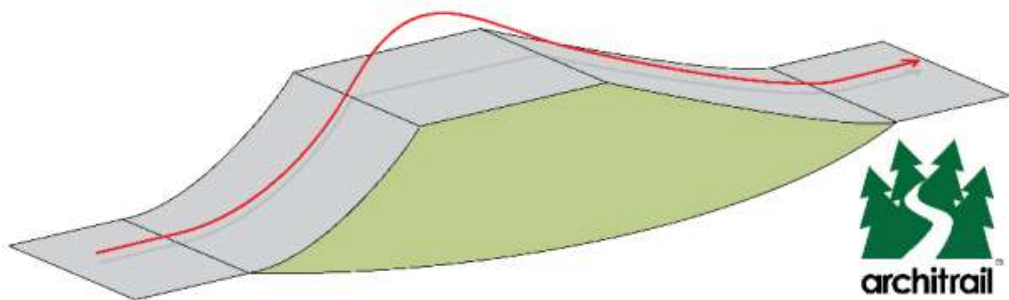


4. An introduction to trail features

In this section we include brief descriptions and images of the main trail features.

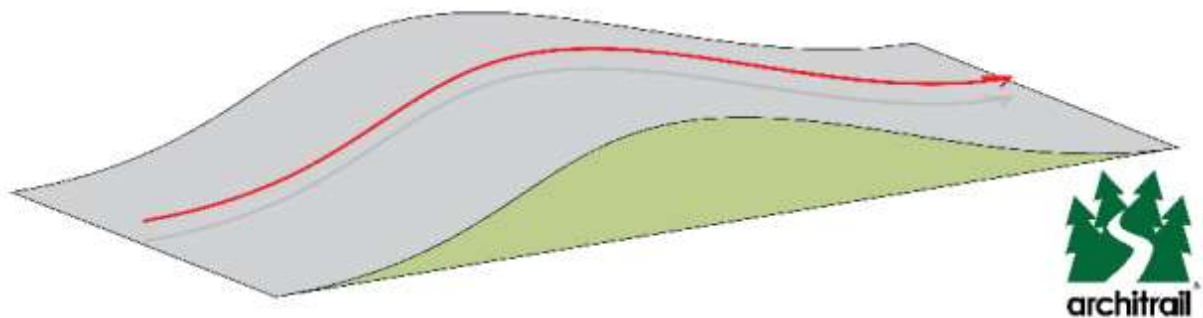
Tabletop jumps

A tabletop is a jump feature that allows riders to experience jumps with a gap between the take off and landing in a safe and controlled manner. The feature is fundamentally a take off ramp with a flat top and a downslope. The advantage of using this type of jump is that the gap is not mandatory, allowing a rider to jump onto the flat top of the jump, working their way up to jumping to the downslope of the landing.



Pump/Rollers

A pump or roller is a trail feature where the trail surface rises then falls smoothly, which should be rideable without pedalling. Skilful riders can use rollers to gain speed and control by 'pumping' them. Rollers can occur on the trail singularly, or in a series, depending on the grade of the trail.



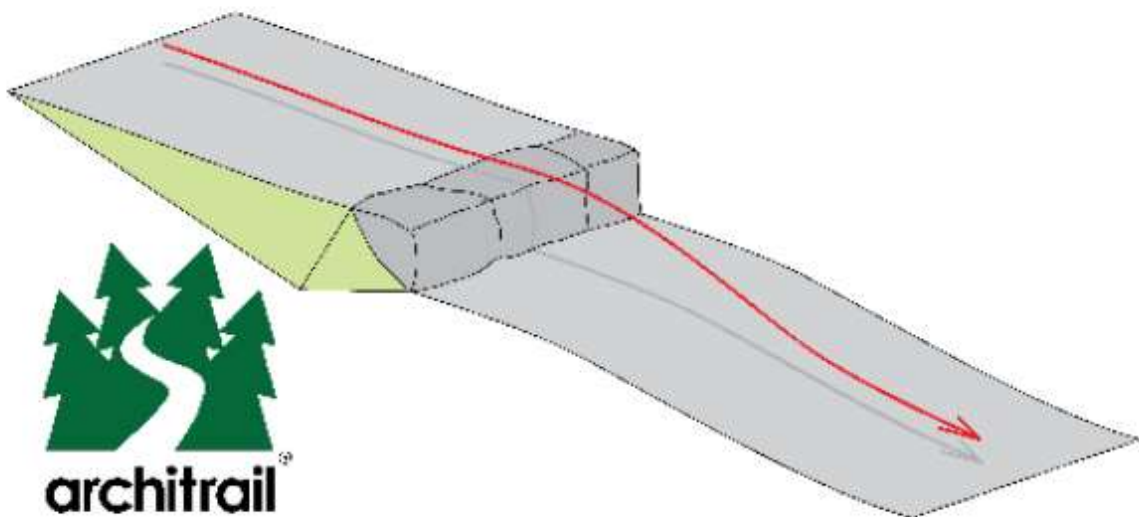
Berms

A berm is a banked and curved cornering feature on a trail that provides support for the rider when turning a corner, allowing them to turn in a smooth manner. A berm allows the user to maintain speed while cornering. The speed at which a berm is ridden increases with rider skill and experience.



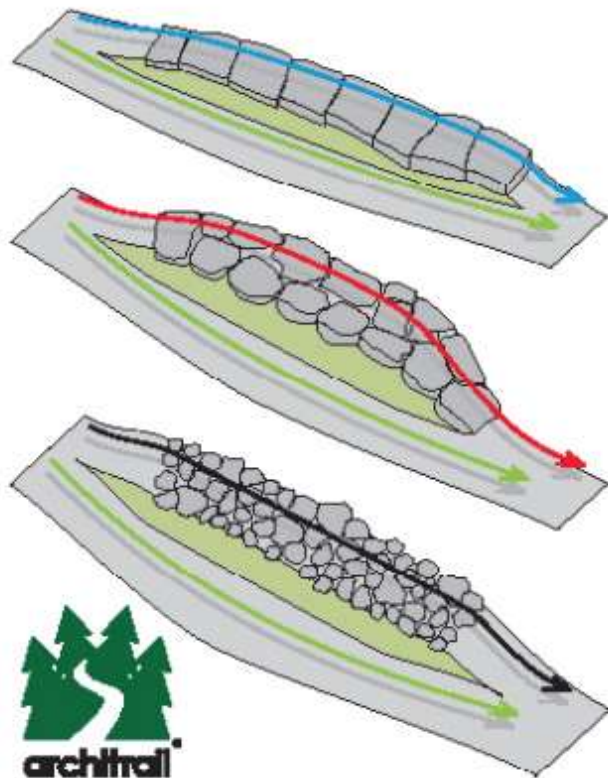
Drop Offs

A drop off is a feature of the trail where the rider will undertake a step down from a high level to a lower level. Commonly stone is used in drop offs as it is not subject to rot or erosion and can take continual braking and impacts. At the beginner end of the scale, a drop off may be no more than a 10cm step down.



Skills area/Rock Garden

A rock garden is a technical feature where rocks and small boulders are installed into the trail surface in close proximity to each other providing unavoidable small obstacles. This roughened surface is fun to ride as it tests bike handling skills as well as slowing riders down over the section of the trail.



5. Other considerations

As well as the space available to use and construction of the trail there are a few other points that the community has considered. These are:

Maintenance of the park

As well as upkeep of the trail, the maintenance of the grounds must also be considered. We have a number of members of the group that would be happy to keep up with the general maintenance and upkeep of the trail (as this would mostly involve minimal digging, flattening and compacting of trail features).

Design of the park to ensure adequate drainage of the trail must also be considered as this will be critical to ease maintenance and maximise the durability and longevity of the trail. Hopefully, with sensible design, utilisation of the natural slope of the field should enable adequate drainage of all the trail features.

As the play area is now, it appears that the field is mown to keep it in use. With the proposed re-configuration, this would still be possible for the football field and play area but, with the features of the trail, mowing various banks in between the trail may not be practical. Strimming any growth would seem the most sensible option and this would not need to be performed with the same frequency as the cutting required to maintain the football pitch and play areas.

Environmental impact

Development of the trail will remove some of the green features of the field and may represent some habitat loss for local fauna. Sensible planting and allowing areas surrounding the trail to wild could help to counter any loss of habitat. Wilding of the banks and grass areas around the trail could increase the diversity of flora in the field and as a result could be of benefit to many invertebrate species such as moths, beetles and butterflies.

Planting of slow growing indigenous shrubs and hedges could provide habitat for invertebrates and small birds and mammals and there may even be space to plant a couple of trees that would not only provide additional habitat but would also provide natural shelter for the park's users during the summer months. Planting of shrubs and trees would also help with drainage and prevent erosion.

Additional considerations

Security – An issue raised by one member of the group is access to the play area via the gate at the bottom of the field. Concerns have been raised that this gate may permit access to the pump track to motorbike users which would be undesirable for the maintenance of the park and for the security of its users. Bearing this in mind, replacement of the old gate with one that will restrict access to motorbikes may be desirable.

Partial levelling of the football pitch – One of the community group members suggested that any redevelopment could involve a partial levelling of the football pitch. This would not only help to improve the football pitch for local residents who use it but could also be used to provide topsoil for use in the construction of the park.

6. Moving forward

Thank you very much for your feedback following our initial proposal and for considering our proposal for rejuvenating the Castle Park BMX trail and we hope that this second proposal satisfies all the Town Council's concerns regarding space utilisation and access.

We have had such great feedback from the local community and everyone we talk to is very keen to get this project moving forward as quickly as possible. We hope the Council approves our proposed plans so we can move on to the next stage and start work on making something brilliant for our children and the whole area.

When reviewing this proposal, and considering the project we have proposed, it is important to remember that we are not professional trail builders but just a community group of parents and enthusiasts.

Bearing this in mind and, if this plan is approved, we would like to present this proposal to a number of professional bodies, cycling groups and companies associated with the BMX and Mountain Biking communities for their input.

Reasons behind wanting to get in touch with these groups and companies include:

- Advice on moving the project forward
- Feedback and input on trail design and the best use of the space available
- Quotes to have the trail professionally built
- Advice on funding

We understand that the Council would not have funds to pay a company to build the track. However, because of our inexperience, we think having a professional company build the park would probably result in the best outcome for the community. It may be possible to source funding from British Cycling or from other sources such as crowdfunding or the National Lottery, so having professional quotes for the build would provide us with a funding target.

Professional bodies and cycling groups we would like to get in touch with are:

British Cycling

British Cycling South

The International Mountain Biking Association

Companies we would like to talk to are:

Forte Trailscapes fortetrailscapes.com

Clark Kent Contractors clarkkentcontractors.com

ConserveFor conservefor.co.uk

Cartwright Associates cartwrightassociates.co.uk

Once again, thank you for considering our proposal and we hope to hear from you soon.

The Castle Park Community



DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14th November 2022

GREAT FIELD TRAIL

1.0 Background

As part of the wider Great Field Development work and design concept, various areas of the field have been designated as areas of wildflower and wildlife interest. After the initial landscaping works, further work has been commissioned by the Duchy of Cornwall to enhance these areas and give them defined characters and wildlife/wildflower interest.

2.0 Current position

As mentioned above, zones have been created and it is now recognised there is a need to enable visitors to understand the ideas behind the various zones and to also provide interpretation and information so people can enjoy them to the full. After discussions between the groups currently involved (See below) it was felt that a trail of some sort would be the best route forward and to avoid the need for visual clutter which would not enhance the look of the area, the use of QR codes should be adopted.

Miles King from the organisation People Need Nature has done some work on the site to introduce various wildflower species and also worked with the nearby Damers school to involve children in the development of the site along with Casterbridge Art Society who have held an arts event in the swale area. An information and background note from People Need Nature is attached as appendix 1.

3.0 Cost Summary

Intellectual work has been provided by P.N.N via Miles King and the Duchy of Cornwall are willing to provide and install oak posts to mount the QR code labels. These would be a small direct cost to the council (other than the officer time to develop pages on the council's web site) to cover production of QR labels and their ongoing maintenance.

For Decision

Members are asked to consider and decide upon whether they would wish to support the proposal to create and host a great field trail.

Carl Dallison
Outdoor Services Manager
Dorchester Town council

Appendix 1

Note for Dorchester Town Council on plans for an arts/nature trail around the Great Field, Poundbury- Miles King.

Introduction

As Poundbury Great Field has evolved over the last 3 years, there have been a number of discussions about creating a trail around the northern section of the Great Field (north of a line through the PiP café and new play area) as a way of providing information about the natural and cultural features, but also as a means of promoting the relationship between the arts and nature, through created works, some of which are created by Damers school children. This note is an update for the Town Council on progress with plans to create this trail, based on discussions between the Duchy of Cornwall, People Need Nature, the AET/PiP café, Damers School and Casterbridge Arts Society.

Nature

The Great Field is already a valuable area for people to enjoy and experience nature in their everyday lives. There are three distinct areas of wildflower meadow; and the Swale alongside Duke's parade is a separate habitat closer to chalk downland. There is also a variety of planted trees and shrub areas. Although the Great Field is a very newly created area of wildlife habitat, the variety of wildflowers that have been sown, plus other plants emerging from the seed bank, provide a wide range of habitats for butterflies, bees and birds, including some unusual/rare species. This is not a nature reserve and as such provides an abundance of wildlife that people can easily access without using their cars or travelling into the countryside.

Damers School

Damers School has nature, outdoor learning; and the arts, at the heart of its approach to the curriculum and already has wildlife areas in its grounds. MK (who is also a Damers Governor) has been working with the school for the last year on several projects.

Firstly, the children collected wildflower seeds last Spring/Summer from local wildlife sites - Poundbury Hillfort and the Weymouth Avenue cemetery. The children have planted these seeds and are propagating them for use in the school grounds, as well as for planting a small area which will become their "meadow" on the Great Field, where they can nurture the plants they have grown, providing a wealth of experience as well as learning opportunities. The Duchy has indicated their preference for a spot at the north-east corner of the Swale, which would sit outside the normal mowing regime.

During the Autumn of 2021 People Need Nature brought acclaimed nature poet Louisa Adjoa Parker into Damers School for 2 workshops where children created poems expressing their feelings about nature and the climate, in the run up to the COP26 climate conference. People Need Nature and the Poetry Society organised a showcase of young poets (from across the world) performing their poetry and a film of the Damers children was included in this showcase. The showcase received national press and media coverage. The Damers children involved in the workshops will continue to "polish" their poems and they be completed in time for Dorset Art Weeks/The Jubilee.

Damers School also worked with artists in the school during the Spring and Summer Terms to create decorated artwork inspired by the book Terra Carta (working with Casterbridge Arts Society). This artwork was exhibited as part of Dorset Art Weeks, both in the Jubilee Hall and at the PiP Café. Damers also commissioned Katie Netley to work with the children to create a ceramic totem pole which was exhibited at the Jubilee Hall during Art Weeks. This will be permanently exhibited in the Damers grounds.

Casterbridge Arts Society

Casterbridge Arts Society held a “paint out” on the Jubilee Sunday, when several local artists created art works inspired by the wildflowers in the swale. MK was on hand to help by explaining why the swale was so rich in wildlife and the names of the different plants and butterflies seen. It is hoped that this exercise will be repeated, and that more people are inspired by the wildlife of the Great Field, to create art of one kind or another.

The Great Field Trail

The groups mentioned above have gradually developed an idea for a trail which would be marked by Oak posts (perhaps 6 or 7) set into the ground. A QR code on the post would then provide access to a website which held content of interest to those following the trail (discussions between MK and CD have taken place as to the best location for the website, as a subsection on the DTC website).

This content would include information about the wildlife to be seen at that particular point on the trail, as well as links to art work whose creation has been inspired by nature – including the poems and artwork mentioned above. Content linked to each QR code could be curated to reflect the changing seasons, as well as providing useful information to residents and visitors, such as events being held on the Great Field – or practical conservation work tasks that could be of interest to Poundbury/Dorchester residents.

A virtual map of the trail could be included on the webpage and the AET have also expressed interest in having a physical map of the Great Field at their location.

A nature strand within the DTC website could also include regularly updated information, images etc for other wildlife sites in Dorchester, such as Maumbury Rings, The Riverside reserve, Weymouth Avenue and Fordington cemeteries, the Kings Road new wood, plus other nature areas within Poundbury – the Fire Station Green and the Middle Farm Way wildflower verges/linear meadows.

The Duchy has indicated that they are happy to provide the Oak Posts for the Trail and pay for their installation. Please see the attached map for indicative post locations and suggested names.



1 – The Swale
2 – “Damers Meadow”
3 – Arboretum meadow

4 – First Meadow
5 – Play Area Meadow
6 – Damers School

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14th November 2022 OUTDOOR SERVICES UPDATE REPORT – Late Summer

1. The summer period saw ongoing maintenance work being dictated largely by the extremely hot and dry weather which continued into the early autumn before more unsettled and rainy conditions arrived. This had the effect of allowing some summer bedding plants to continue further into the autumn than normal. Grass cutting resumed in late September and the ongoing wet and mild conditions meant that cutting was still being carried out at the start of November.

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 care for the summer bedding plants and autumn renovation to the main grass area after significant droughting. Works are now focused on planting out bedding plants and bulbs for the winter period. Emphasis this year has switched to bulbs rather than plants as the previous three winters have seen plants rotting off due to milder and wetter conditions. Other works have included pressure washing of surfaces and grass cutting to which recently was added the annual autumnal task of leaf clearance.

In addition to the planned removal of the two specimens of Ash infected with Ash dieback disease located adjacent to the gate on Cornwall Road, further monitoring has identified another infected specimen adjacent to the gate at junction of West Walks and Princes Street. The disease is yet to progress to stage two, but this is anticipated to occur early into 2023 so members will need to be aware that this specimen will be felled in the coming year. As usual given the sensitive location of the tree a submission will be made to Dorset Council planners (due to presence of conservation area designation) for the felling of the tree.

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 an intensive renovation of the play area at Kensington Walk has been completed. Work has also been completed to renovate and replace further rotten seats in Bowling Alley walks and further works to seats are planned over the winter period. Hanging baskets provided in partnership with Dorchester BID have been maintained through the summer and have provided a bright display despite the very challenging weather and these have been very well received and positively commented on by the shops receiving them. Tree watering continued to keep staff very busy during the late summer and a check has revealed only one tree death in the latest tranche of planting and two in year one plantings. Replacements have already been planted.

Further routine work has continued keeping all play equipment inspected and in a safe and well-maintained condition, the collection of litter from open spaces and bins has been ongoing with the levels of litter being exceptionally high on occasions.

The team have also been working hard to deliver the cemetery service due to the increased number of interments so far this financial year. Grass cutting at Poundbury is expected to continue into November due to the mild temperatures and rain.

As is usual at this time of year, the team are working to ensure a good quality of maintenance around the war memorial and garden in south walks and also the German war memorial at Fordington cemetery timed specifically for remembrance events. They will then move into preparation for putting up Christmas lights and tree in late November, strain testing of high-level catenary fixings having been carried out beforehand.

4. Cemeteries

The number of full and ashes burials showed a marked increase compared to last year (approx. 30 %), this has proved challenging at times as burials have to be done at a specific date and time and other works re-arranged to accommodate this. The team has proved very flexible and enthusiastic in their approach to providing this important and sensitive service as well as they could, including for example, carrying out the burial of ashes on the day of the queen's funeral.

New tree plantings have been carried out at Poundbury cemetery allowing for the creation of a complete tree avenue on the first dividing road across the site. The trees were paid for by donations from the public. Grave spaces are being positioned in such a way as to allow the planting of a further avenue in the future, located on the lower diving road. Tree species and layout have been selected to continue the existing planting theme.

5. Biodiversity

As detailed previously in this report, tree planting phases 1 and 2 at kings' road have been checked and replanting's carried out. Further general tree maintenance, checking ties, formative pruning etc. will be carried out in November, this will be complimented by utilising wood chippings from town council operations in gardens and open spaces as a mulch spread around the bases of the trees to further help retain soil moisture and suppress weed growth.

Increased national awareness of the benefits to the environment of tree planting has seen a hugely increased demand for young trees with a resulting uplift in price and difficulty in sourcing some UK grown species. In order to overcome this problem and also to ensure where possible that locally growing trees provide the seed and propagation material for any new trees a tree nursery is being established at louds mill. This will allow for the growth of locally sourced native trees from both seed and hardwood cuttings. These can then be grown on and used within the councils' wider open space sites. The first seed and cuttings will be planted in the coming winter season. As mentioned previously, for the first time this year the teams were busy carrying out autumn renovation to the grass in borough gardens, topping up low areas, improving levels and renovating areas that have died as a result of drought. The old grass was spiked after cutting and then top dressing was added and firmed before levelling and adding seed.

The "soil" used to do the top dressing was a very fine sandy loam without any stones or debris. This would normally be a very expensive imported bagged material however the mix used was a derived from reclaimed and re-used sources. Sand from underneath the old gardens gym equipment was retained and combined with compost from Damers School.

Using a food waste composter, the school composted all its food waste to produce a great compost product which, when combined with the sand, produced the top dressing used in the gardens. By both organisations thinking about waste in a different way material has been-re-used that would have gone to the tip previously. Additional benefits include largely reduced transport

miles for bagged topdressing, no use of plastic bags and no impact on farmland/ the environment by topsoil removal.



Recent topdressing works to sunken and droughted drain lines Borough Gardens.

6. The Great Field

Officers of the Town Council have continued to be involved in elements of the development and delivery of the play area and overall field layout. Ongoing snagging works to the play area were continuing at the time of writing with the duchy awaiting delivery of some replacement items for the play area. A new accessible roundabout has been installed.

Town Council play inspection trained staff are now inspecting equipment on a weekly basis and feeding back any issues to the Outdoor Services Manager who in turn is working with the Duchy Officers to effect repairs etc. The relationship continues to be good and effective.

The summer drought and weed problems have seen much of the newly planted landscaping in the play area struggle to survive. In addition, some beds have suffered considerable vandalism.

Meetings have taken place on site with Duchy officers who will be organising a replanting programme for this coming winter taking on board Town Council officers views on the suitability of some species and the need to adapt weed control methods utilised on the site.

One of the new wooden bins located by the town council was damaged by an unknown vehicle. This was removed, repaired and is now back on site.

Town council staff have also removed old metal sockets located on the field area that were discovered and reported by a member of the public.

7. Chestnut Trees, Lower South Street.

Councillors will be aware of the results of the recent inspection of the two chestnut trees located in the raised bed to the side of Coffee#1. After consultation via email with councilors the unanimous view was to remove both trees and replant with larger specimens of trees. Requests for contractors to price were sent out of which two were received. The works are ordered and permission is being sought from both planning and highways to facilitate the works as quickly as possible. Prior notification of works and the reasons for them will be circulated by onsite notices and social media. The OSM will present information as to potential replacement species and forms of tree at the meeting for members to decide upon.

8. Staffing

Recruitment of staff to the two vacant positions currently on hold due to a significant shortage of applicants with direct or related skills will be commenced early in the new year. A review of training for staff will also be undertaken to inform the budget for the coming 22/23 financial year.

Carl Dallison
Outdoor Services Manager
Dorchester Town council

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14th NOVEMBER 2022

TOWN COUNCIL OWNED TREE STOCK - HEALTH REPORT

1.0 Background

As part of the Town Council's ongoing tree management of its trees a survey has been carried out. Surveys are carried out on a cyclical basis, the frequency being largely based on tree size, sensitivity of position and health. This report summarises the latest findings and challenges faced.

2.0 Current position

Tree stock in all of the Council's major open spaces has been surveyed over the summer. Nationally three specific diseases are affecting trees and it was anticipated that these would have an impact on the Council's tree stock. The findings are detailed below along with a brief impact summary and the numbers of trees affected.

Phytophthora (*Phytophthora alni*)

A disease affecting Alder trees, this has had an impact on trees in the Frome Valley in the Council's ownership for the last 6 years. Trees have been removed periodically by felling to ground level. One specimen will require removal this coming year. It is located by the river adjacent to Frome Terrace allotments. It is located between Frome Terrace Green and Frome Terrace allotments and will add to the wider impact of large-scale tree loss in this area.

Dutch Elm disease (*Ophiostoma novo ulmi*)

A disease affecting elm trees that has been present in the UK since the 1920's its greatest impact being seen in the 1970's. Trees are killed to ground level but may then regenerate from the root stock so although the old grand specimen trees of years ago are gone, common hedgerow elms persist as they can grow again. Eventually these reach a size when they become vulnerable to re-infection so a cyclical pattern of growth and death emerges. The largest grouping of elms on council land is on the Northern perimeter of Frome Terrace allotments and they have succumbed to the latest cycle of infection and death. Currently 25 have been identified as being dead. The OSM will endeavor to leave the dead trees standing where it is considered a low risk to do so as this will provide wildlife benefits however a significant number will require felling.

This work will have a notable impact on the treescape of the area especially when combined with the impact of ash dieback (see section below) in the adjacent Frome Terrace Green area. Consideration has also to be given to maintaining the stream to the rear of the allotments clear of fallen trees etc. which again will influence the number of trees that are able to be retained for wildlife.

More positively, because the trees are able to regenerate after infection it is anticipated that the tree scape will slowly re-establish over the next 10-15 years with no need to replant.

Ash Die Back Disease (*Hymenoscyphus fraxineus*)

A disease affecting Ash trees that is increasingly widespread in the UK having being present in mainland Europe for some years previously.

The effect of the disease on ash is variable and progressive. Trees infected generally decline over a period of time, this can also be influenced by the presence of other diseases such as Armillaria already being present in the soil adding to overall tree stress. The environment trees are growing in will also have an impact especially in urban areas. The progress of the disease is being monitored in the UK and advice is developing over time.

Above all, the location in which the tree is growing is the most relevant to management decisions. If a tree is growing in an area where people routinely walk or gather under the canopy then, once infected, the tree has to be reviewed regularly and if the canopy declines sufficiently it has to be felled. A similarly affected tree located in an area which is less visited by people and not above property can be monitored but allowed to decline further to favour wildlife some of which is known to be dependent on Ash trees almost exclusively. It is currently estimated over 90% of Ash trees will die from the infection, the time this takes will vary due to genetic variation in each tree and environmental factors such as described above.

Overall, the council has approx. 75 Ash trees large enough to survey under its management out of a total tree stock of at least 860. Please note: Further trees are owned but are considered too small to inspect e.g., king's road new plantings, or form part of dense groups that cannot be counted accurately.

Currently there are approx. 22 Ash trees identified as being infected to at least a category 2 degree (tree canopy between 50-75 % of previous extent) on Town Council owned sites. The majority of these will require felling over the coming year. Importantly these trees are concentrated in two areas Sandringham Playing Field perimeters (6) and Frome Terrace Green (11).

3.0 Conclusions

As can be seen from section 2 the position for the Town Council's tree stock is not as bad as in many areas, however the diseases above when combined will have the effect of removing 48 trees from the landscape. Given that the elms will regenerate and can be ignored, this leads to a current overall loss mainly due to Ash Die Back of approx. 2.5% with the potential to lose up to a further 5%

It should be noted however that the losses will be concentrated mainly in two high impact areas,

1. Frome Terrace and Allotments
2. Sandringham Playing Fields

This will lead to a disproportionate impact on the tree scape at those sites.

4.0 Future Management

Where Ash trees form a minor part of an overall tree scape within a site e.g. Borough Gardens, current and future impacts can be monitored and losses mitigated by the replanting of other species.

In both high impact areas, a different approach will be required.

Frome Terrace and allotments

Due to significant short-term losses a replanting scheme will be required to be delivered in winter 2023/4 and winter 2024/5.

The replanting scheme will comprise standard specimens of alternative species offering interest and wildlife value, ideally being native species to fit with the character of the wider Frome Valley. Funding will be required to provide for felling of existing specimens and the planting of replacements. A replanting scheme will be brought to Management Committee in due course.

Sandringham Playing Fields

As above felling will need to be carried out over the next year. It could be possible for a more considered replanting to take place here to avoid the problem of trees being planted too near to property boundaries. This could comprise replanting in the smaller "extension" field to make a more natural recreation area. Replanting could be carried out in the winter of 2023/4.

A draft plan will be produced for approval by Management Committee and then put out to consultation with local residents etc. followed by final design approval and planting. Funding will be required to provide for felling of existing specimens and the planting of replacements.

For Decision

Members are asked to consider and decide upon whether they would wish to support the future tree management proposals and, if they do, to agree to request funding to be included within the Council's 2023-24 budget for the proposals.

Carl Dallison
Outdoor Services Manager
Dorchester Town Council

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14th November 2022

LOW CARBON HEATING OPTIONS FOR BOROUGH GARDENS HOUSE AND NURSERY

1.0 Background

As part of the ongoing wider climate change mitigation works across the Town Councils estate, consideration and investigation into heating options for Borough gardens House and the adjacent greenhouses has been carried out.

2.0 Current position

2:1 Borough Gardens House

The House is divided into two floors. The upper floor is currently let to Dorset Council as a residential flat, the ground floor comprises a community room and kitchen (currently a staff mess facility under covid control measures) and an accessible toilet and lobby area. Heating systems for both were installed as part of the house renovation works in 2007 and so are approaching 15 years old. The systems are separate in terms of both infrastructure and billing. The first floor heating system comprises radiators and gas central heating. Handwashing and kitchen hot water on the ground floor is supplied by electric instantaneous water heaters.

2:2 Greenhouses

The greenhouses are heated by radiant pipework which is a water based system run from a gas boiler. These are separate from the BGH heating system.

2:3 Gardener's office

The Gardener's office is a separate unit from 2:1 and 2:2 and is heated via electrical wall mounted radiator. Hot water for handwashing etc is via electrical instantaneous water heaters.

3.0 System Outline

3:1 Borough gardens House

In discussion with contractors familiar with installing low carbon heating systems and officers from Dorset Council and site visits it has been concluded that air source would provide the most efficient and economic low carbon heating option for both the upper and ground levels of BGH as follows:

For the first floor flat, a 10kW Daikin air-to-water high temperature heat pump (or equivalent), running at 55°C. This takes into account of the variable occupancy levels/periods and also the ability to rapidly heat the rooms using the existing radiators without the normal 3-4 hour warm-up times with lower temperature systems. Subject to survey there is also the ability to over-size the existing radiators to enable even faster response/efficiency.

The external monobloc fan unit would be located below the air-to-air collector on the side building wall, with pipework routed into the basement. A quick-recovery low-temperature hot water

cylinder that can either be located in the basement or in the storage cupboard identified in the entrance lobby. This would offer hot water for taps etc.

This installation would currently qualify for the £5,000 BUS (Boiler Upgrade Scheme) grant.

Indicative costing: £17,000, Minus £5,000 BUS grant Total £12,000

For the Meeting Room/Community Space a Daikin air-to-air heat pump (or similar) is proposed to provide heating and cooling for the main space and the entrance lobby. The Kitchen is to remain heated by the existing electric point-of-use heater, it is thought it would be uneconomic to merge this room into the overall system although it could be done. Equally, the electrical instant hot water units for hand washing in the toilets are to be retained although it would be possible to connect sinks etc to the quick recovery cylinder if considered desirable in environmental terms. The external fan collector would be located against the North side building wall (next to the basement steps), feeding the pipework into the basement and thence upwards in conduit to each of the wall-mounted internal units. I it hoped this will be the least intrusive approach to the installation. One internal unit would be dedicated to the lobby/entrance to deal with the frequent air changes within this area, whilst the community space would be covered by 3 individual units. Each of the units to be controlled separately.

Indicative costing £9,000

Note: - If hot hand water in kitchen and toilet to be required this would add a cost.

3:2 Greenhouses

Air source heat pump - a 43kW ASHP unit, this would also require replacement of the existing radiant pipework with a "wet" radiator/fan system at additional cost. A 3-phase electrical supply will be required.

Indicative costing £43,000 plus new wet radiator /fan system and cost of 3 phase supply.

Members should be aware costings are indicative and given current energy and building material price uplifts plus overall inflation rates there is a risk the prices will increase over time.

For Decision

Members are asked to consider and decide upon whether they would wish to support the proposals and to agree options to be selected and to request funding to be allocated by policy committee.

Carl Dallison,
Outdoor Services Manager
Dorchester Town Council

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14th November 2022

EXTENSION TO BOROUGH GARDENS STAFF ACCOMODATION

1.0 Background

The current Head Gardener's office and staff accommodation building was created as part of the lottery improvements to the gardens in approx. 2007, its size being constrained to its occupying the same footprint as the previous toilet building.

The building functioned as poor-quality mess room, toilet, shower and office desk since that time until the Covid outbreak 2020. At that point guidance for employers made it clear that mess facilities and offices should be able to be well ventilated and provide for social distancing. At that point the staff moved to the community room at Borough Gardens house that was at that time unused.

Staff and officers raised concerns about the suitability of the existing accommodation building to return to given that it is very small and has to also serve as a store and locker facility function previously centered in the inappropriate location of BGH cellar.

Members of Management Committee visited the site to fully understand the concerns and the consensus was that they were justified. Whilst the building was "of its time" it no longer met the needs placed upon it for a modern employer.

2.0 Current position

Members reviewed options on site to achieve an increase in floor space of the existing building which would then allow for the vacating of the community room at Borough Gardens House and tasked the Outdoor Services Manager with establishing the feasibility of extending the building in a northerly direction so it could meet current and anticipated future need.

3.0 Draft Development Proposal

After a use assessment of the building, it would need to be sufficient to: -

- Act as a mess facility for up to 5 staff members.
- Provide space for personal lockers and work PPE lockers.
- Allow for use as office space for the Head Gardener at times throughout the working week.
- Provide secure dry consumables and materials storage.
- Provide staff toilet and washing facilities
- Provide eating and drinking facilities.

The existing building has a path network on its eastern boundary, glass houses and nursery to the south and a semi mature Yew tree to its west. Its northern boundary offers options for an extension, currently consisting of a shrub border planted with moderately sized shrubs.



The draft proposal would see an extension built to match existing external wall finishes with matching roof profile and finishes. The floor area of the extension would be approx. 13.5 m². It is anticipated that existing services connections would be utilised and that the existing adjacent footpath layout would be unaltered. The adjacent yew tree would have low branches currently hitting the roof of the existing building removed but would be otherwise not impacted.

Internally spaces would be created to allow for seating, lockers, eating/kitchen, toilet and storage. Internal finishes would match existing.

After discussion with the architects practice who did the original design work for the building and oversaw construction and who are also aware of existing services, internal and structural details and have assisted with ongoing maintenance of the structure, it is suggested the draft proposed location and building proportion is the most suitable in terms of appropriateness for use and cost.

4.0 Costings

The estimated sum is to include for architect's (Crickmay Stark) design fee, planning, building control and construction costs. Project management of the building works to be carried out in house.

£40,000

Members should note that building materials costs and current inflation trends mean costs will go up over time and prompt decision making will reduce cost risk.

For Decision

Members are asked to consider and decide upon whether they would wish to support the proposals and to request funding to be allocated by policy committee.

Carl Dallison
Outdoor Services Manager
Dorchester Town council

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14 NOVEMBER 2022

ALLOTMENTS CHARGES 2023

1. The 2021-22 costs of operating the Council's 330+ full and half-plot allotments are as follows:-

2021-22	Expenditure £	Income £	Net £
Site maintenance, rental, and administration	12,728	9,460	-3,268
Water (5 sites)	3,482	2,620	-862
Total	16,210	12,080	-4,130

2. The Council has pursued an agreed strategy of reducing the cost to the tax payer of providing this service and increased both the allotment rent and water charges by £1 each for the current year.

3. Water consumption was reduced in 2021-22 due to a leak being identified and repaired. This repair has increased maintenance costs. Even with the reduced water costs there was still a subsidy of £862 in 2021-22. It is therefore proposed that the charge for water be increased from £9.50 to £10.50 for a quarter or half plot and from £11.50 to £12.50 for a full plot.

4. In respect of the allotment fee element of the charge it is proposed to increase this by £1.00 per plot no matter what the plot size. This will further reduce the subsidy to the service and for the vast majority of plot holders mean a total increase in fees (including water) of £2.00 for the year.

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

- The allotment rent, from January 2023, be increased by £1.00 per plot no matter the size.
- The water fee, from January 2023, be increased by £1.00 per plot no matter the size.
- That the practice of charging double fees for non-Dorchester residents continues.

6. Set out below is the schedule of charges for 2022 and 2023. The administration fee has not been increased for the last few years as it was increased significantly before that and an additional increase is not recommended for 2023.

SCHEDULE OF ALLOTMENT CHARGES

	Current 2022 £	Future 2023 £
Rent - Full plot on any site	39.00	40.00
Rent - Half plot on any site	23.00	24.00
Rent Quarter plot on any site	15.50	16.50
Water Charge – Full plot	11.50	12.50
Water Charge – Quarter or Half plot	9.50	10.50
(excludes Frome Terrace – no water)		
Administration Fee for new tenants	50.00	50.00

A double fee will be charged to non-residents

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

Rent - half plot on any site	23.00	24.00
Water Charge – half plot	9.50	10.50
Total charge for full year	32.50	34.50

Steve Newman
Town Clerk


**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

<p>1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i></p>	<p>BREWERY SQUARE RESIDENTS' GROUP</p>
<p>2. Name and address of responsible officer who should be contacted regarding this application.</p>	<p>Name MRS MAGGIE FOOT Address [REDACTED] [REDACTED] DORCHESTER [REDACTED] Tel: [REDACTED] (Mobile) [REDACTED] Email: [REDACTED].COM</p>
<p>3. Address where activities are based.</p>	<p>BREWERY SQUARE</p>
<p>4. What area (community) is served?</p>	<p>APPROX 270 APARTMENTS (A MIX OF OWNERS/TENANTS). PLANS FOR 600 DWELLINGS, UPON COMPLETION OF PROJECT</p>
<p>5. Are there any other similar facilities or services provided in the area/district?</p>	<p>NO</p>
<p>6. How does your organisation / activity benefit the residents of Dorchester</p>	<ul style="list-style-type: none"> • IT ENHANCES THE QUALITY OF COMMUNICATION BETWEEN RESIDENTS AND THE CENTRE MANAGEMENT TEAM • IT OFFERS OPPORTUNITIES TO EXPAND AND ENCOMPASS EXISTING INFORMAL SOCIAL ACTIVITIES, WITH SPECIAL BENEFIT FOR ELDERLY OR 'ISOLATED' RESIDENTS • IT WOULD ENABLE US, AS A RECOGNISED BODY, TO DEVELOP STRONG COMMUNITY LINKS WITH THE PEOPLE OF DORCHESTER
<p>7. Present charges/ subscription/fees. Please attach schedule if available.</p>	<p>NONE</p>
<p>8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.</p>	<p>NO</p>

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<ul style="list-style-type: none"> • REPRESENT RESIDENTS' VIEWS TO MANAGEMENT - FORM A CONTACT POINT • EXPAND SOCIAL ACTIVITIES • EXPAND ACTIVITY GROUPS • SIGNPOST RESIDENTS TO COMMUNITY GROUPS AND ACTIVITIES • OPEN UP OPPORTUNITIES FOR THE INVOLVEMENT OF RESIDENTS IN THE WIDER COMMUNITY. • ENHANCE BREWERY SQUARES ROLE AS
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>A SUPPORTIVE MEMBER OF THE DORCHESTER COMMUNITY BY DEVELOPING STRONG COMMUNITY LINKS. WE WILL ORGANISE OUR OWN FUND-RAISING EVENTS, ONCE ESTABLISHED</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>A.S.A.P.</p>
12.	<p>Please give details of the cost of the project.</p>	<p>STARTUP FUNDING WILL COVER THE COSTS OF INITIAL SURVEY (£55) AND 11 X RESIDENT NOTICEBOARDS (£385)</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>NONE</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£440</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>PLEASE FEEL FREE TO CONTACT ME IF YOU HAVE FURTHER QUESTIONS. Thankyou.</p>
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....<i>M. Frost</i>.....</p> <p>Position Held.....<i>Founder member</i>.....</p> <p>For and on behalf of.....<i>Brewery Square Residents' Group</i>..... Date.....<i>27th Oct. 2022</i>.....</p>		

**DORCHESTER TOWN COUNCIL
GRANT APPLICATION FORM**

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorchester Community Church
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Liz Meech Address: 4 Garfield Avenue, Dorchester, DT1 2EX Tel:01305 267171 Mobile: 07798 586116 Email: contact@dorchestercommunitychurch.org.uk
	Address where activities are based.	Dorchester Community Church Liscombe Street Dorchester DT1 3DF
4.	What area (community) is served?	All of DT1 (Dorchester and Poundbury) with deliveries to DT2 where there is no bus service
5.	Are there any other similar facilities or services provided in the area/district?	No: Other Food Banks and Pantries operate, but mostly provide tinned and packet food and are not usually able to deliver: What makes us really different is our weekly deliveries of fresh fruit and vegetables.
6.	How does your organisation / activity benefit the residents of Dorchester	We know those finding it difficult to afford food find it especially difficult to afford fresh produce, but are also most in need of the nutrition and health benefits these items provide. Our Food Share project aims to assist by delivering a parcel of fresh fruit and vegetables, bread and eggs, once a week for up to 12 weeks. This enables time for the issues causing the food poverty to be addressed. Most of the recipients are referred to us by health care professionals, Citizens Advice or Charitable Organisations; anyone who self refers, is asked for their agreement for us to refer them to Citizens Advice. We often include straightforward recipes that can be made from just the items in our parcel or additional items that will encourage them to use the produce. For example, we have had a wonderful supply of cooking apples this autumn and have sent these out with a packet of crumble mix.
7.	Present charges/subscriptions/fees. Please attach schedule if available.	Our service is provided free of charge:
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No
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>	During the week leading up to Christmas, we would like to provide each of the families and households we are delivering to with a fruit hamper. Usually, local supermarkets discount the prices on their vegetables at this time, but fruit is especially expensive. We want to make the holiday season special for those

		living locally that are struggling to afford food, but also for this to be by the provision of a selection of fresh, nutritious fruit in the form of a hamper.
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	Over the last 3 years, our profile in the local community has risen, as local groups and organisations have come to hear about us. This has meant that we have attracted support from community allotment projects, local groups and businesses. We are currently re-writing our leaflet and exploring the use of social media. During the same period, we have also applied for a number of grants and Funding opportunities from various sources. Moving forward, we will continue to apply for grants that become available and to develop every opportunity we can with local groups, businesses and the community as a whole.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	In respect of the Christmas Fruit Hampers: a) We plan to deliver the hampers in the week leading up to Christmas, so the first hampers will be put together on Monday 19 th December 2022. b) Our last delivery date will be Christmas Eve, 24 th December 2022. Our Food Share deliveries will continue as normal, including throughout the Christmas and New year period; we also respond to referrals on a daily basis including bank holidays and weekends.
12.	Please give details of the cost of the project.	Approx. £870.00 (Please see attached, the cost of purchasing a hamper as of now; we wish to create at least 75 of these at a current cost of £11.63 each)
13.	Please give details of other grants awarded or applied for.	25 of the Hampers are being sponsored by Heart Response, a local Charity. This will be equivalent to A grant of £290.00 and be used for those deliveries In the DT2 postcode area.
14.	Amount of grant requested from Dorchester Town Council.	£500.00
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	We are expecting the cost of fruit to be higher when we come to purchase it in December. The grant would be a huge help and we would be able to cover the shortfall from our funds in hand.
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available, please make this known when submitting the application.</p> <p>Signature of Applicant(s)</p> <p style="text-align: center;"></p> <p>Position Held: Food Share Administrator For and on behalf of: Dorchester Community Church (Food Share) Date 31.10.2022</p>	

DORCHESTER COMMUNITY CHURCH

BALANCE SHEET AS AT 31ST DECEMBER 2021

	2021	2020
PROPERTY		
Building at Liscombe Street, Poundbury, Dorchester	963,480.42	963,480.42
BANK ACCOUNT BALANCES		
Cash Account	0.00	0.00
CAF Current Account	2,208.50	1,274.06
CAF "Gold" Instant	145,000.00	134,003.17
TOTAL ASSETS	<u>1,110,688.92</u>	<u>1,098,757.65</u>
MORTGAGE & LOANS OUTSTANDING		
Kingdom Bank Ltd	308,367.18	317,714.97
Members Loan 1	0.00	30,000.00
Members Loan 2	0.00	20,000.00
	<u>308,367.18</u>	<u>367,714.97</u>
TOTAL NET ASSETS AS AT 31ST DECEMBER	<u>802,321.74</u>	<u>731,042.68</u>

FUND & RESERVE BALANCES AS AT 31ST DECEMBER

General Fund	75,495.28	67,645.42
Contingency Reserve	25,000.00	25,000.00
Missionary Reserve	29,500.00	25,500.00
Food Share	5,467.51	6,636.10
Building Fund	666,858.95	606,261.16
ACCOUNT BALANCES	<u>802,321.74</u>	<u>731,042.68</u>

APPENDIX 1

MOVEMENT IN BUILDING FUND

Balance 1 st January	606,261.16	565,193.82
Receipts	40,000.00	20,140.00
Tax Refunded from Gift Aid	1,250.00	2,293.00
Reduction in outstanding Kingdom Bank Mortgage	9,347.79	8,634.34
Reduction in outstanding Members Loan 1	30,000.00	10,000.00
Reduction in outstanding Members Loan 2	20,000.00	0.00
Payment of Balance of Members Loan 1	- 20,000.00	0.00
Payment of Balance of Members Loan 2	- 20,000.00	0.00
	<u>666,858.95</u>	<u>606,261.16</u>
BALANCE 31st December	<u>666,858.95</u>	<u>606,261.16</u>

APPENDIX 2

FOOD SHARE

Balance 1 st January	6,636.10	0.00
Receipts	8,231.46	13,704.33
Tax Refunded from Gift Aid	662.50	427.50
Expenditure	-10,062.55	-7,495.73
	<u>5,467.51</u>	<u>6,636.10</u>
BALANCE 31st December	<u>5,467.51</u>	<u>6,636.10</u>

FRUIT HAMPER SAMPLE COSTING

Cost of Potential Contents:

1 Grapefruit	0.55
1 Pineapple	1.75
3 Apples at 34p	1.02
3 Pears $\frac{1}{2}$ of £1.70	0.85
1 Punnet Blueberries	0.89
Easy Peelers $\frac{1}{2}$ of 1.30	0.65
3 Large Oranges at 30p	0.90
3 Kiwi at 16p	0.48
1 Punnet Grapes	1.15
1 Mango	0.85
1 Carton Orange Juice	0.85
1 Melon	1.69
Total cost	£11.63

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 Family Support
2.	Name and address of responsible officer who should be contacted regarding this application.	Name John Weir Address 9 Peverell Avenue West, DORCHESTER, DT13SU Tel01305458949: _____ (Mobile07773737571) _____ Email mrjohnweir23@gmail.com: _____ _____
3.	Address where activities are based.	Dorford Centre at Christmas Thomas Hardye School in Summer
4.	What area (community) is served?	DASP AREA essentially DT 1/2
5.	Are there any other similar facilities or services provided in the area/district?	None that we are aware of
6.	How does your organisation / activity benefit the residents of Dorchester	Supporting families on pupil premium during school holidays
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

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>	Supply around 250 parcels at Christmas
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>	Regularly applying for grants and support from churches and their members
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	Food to be purchased leading to distribution on 17 Dec 2022
12.	Please give details of the cost of the project.	Approx £10000
13.	<i>Please give details of other grants awarded or applied for.</i>	Magna, Rotary, Waitrose, Batten for around £2000 in total £5000 to be provided from our reserves
14.	Amount of grant requested from Dorchester Town Council.	£500-£1000
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	We spent a significant part of our reserves in the Summer Our current reserves are around £15000. We would like to carry ab £10000 forward for next Summer. In 2022 We spent £19000 in the Summer
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s) John Weir.....</p> <p>Position Held Trustee and Treasurer.....</p> <p>For and on behalf of Dorchester Family Support.....</p> <p>Date 25/10/22.....</p>	

DORCHESTER FAMILY SUPPORT
ACCOUNTS 1 March 2021-28 February 2022

		LAST YEAR
INCOME		
CORPORATE	18200.00	25871.97
PERSONAL	7083.80	7775.00
GIFT AID	637.86	0.00
TOTAL	25921.66	33646.97
EXPENDITURE		
FOOD.	15469.93	16725.59
CASH DONATIONS	5040.00	4000.00
GOVERNANCE	246.00	394.50
MISC	318.48	2075.00
INSURANCE	338.27	0.00
BANK FEES	29.90	0.00
TOTAL.	21442.58	23195.09
SURPLUS	4479.08	10451.88

BALANCE SHEET

BROUGHT FORWARD	20641.27	10189.39
SURPLUS	4479.08	10451.88
CARRIED FORWARD.	25120.35	20641.27

NOTES

1. DONATION REQUESTED FROM COOPER DEAN TRUST WAS £1000. £5000 WAS GRANTED BUT £4000 TO BE FOR FUTURE YEARS
2. GRANT RECEIVED IN 21-22 FROM TESCO BUT ALLOCATED FOR 22-23
3. PAYMENT FROM DORSET COUNCIL WAS FOR GOODS SUPPLIED TO THEM
4. AS A RESULT OF 1. TO 3. TRUE BALANCE IS £19120.35
5. MISC LAST YEAR INCLUDED INSURANCE AND BANK FEES

JOHN WEIR
TREASURER
MARCH 2022

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>	Sexual Trauma and Recovery Services (STARS Dorset)
2.	Name and address of responsible officer who should be contacted regarding this application.	<p><i>Name: Vikki Taylor</i> Address: PO Box 7697 Poole Dorset BH15 9GN</p> <p>PO Box is given due to the nature of our work – we have a centre in Poole and in Poundbury.</p> <p>Tel: 01202 308840</p> <p>Email: vikki.taylor@starsdorset.org</p>
3.	Address where activities are based.	<p>The address that we activities we are applying for will take place at our centre in Poundbury:</p> <p>Paceycombe House, Paceycombe Way Poundbury Dorchester DT1 3WB</p>
4.	<i>What area (community) is served?</i>	All of West and North Dorset
5.	Are there any other similar facilities or services provided in the area/district?	We are the only charity in Dorset that supports anyone of any age or gender who has suffered any form of sexual abuse or sexual assault. There are other charities that support those who have suffered domestic abuse and parents of children who have suffered abuse.
6.	How does your organisation / activity benefit the residents of Dorchester	<p>STARS Dorset supports anyone of any age or gender who lives, works or studies in Dorset and has suffered any form of sexual abuse, domestic abuse or sexual assault at anytime in their life.</p> <p>We provide a support line, a one to one counselling service, group work, an Independent Sexual Violence Advisor Service (ISVA) and training and awareness programmes in schools and colleges. Our ISVA service supports anyone who wants to report to the police or is going through the criminal justice system.</p>
7.	<i>Present charges/ subscription/fees.</i> Please attach schedule if available.	None, all our services are free.

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>In our centre in Poundbury we offer one to one counselling and our Independent Sexual Violence Advisor (ISVA) service. In Poole alongside we this one to one support we also groupwork.</p> <p>We want to start offering a support group for male survivors from the centre in Poundbury. This project would run weekly for twelve weeks. We would have up to six men in the group.</p> <p>Any male who had suffered any form of sexual abuse or sexual assault and is currently on our waiting list for counselling would be eligible to form part of the group.</p> <p>Our support groups work to a trauma model – we look at Psychoeducation, helping survivors understand and manage their trauma symptoms such as flashbacks, panic attacks and nightmares. We look at how the brain works and the impact of trauma, this gives survivors more understanding and control of their life. We look at grounding and try and help survivors feel safer in the present as many suffer from extreme forms of hypervigilance.</p> <p>This would be the first support group we offered from our centre in Poundbury and how we would be able to replicate this going forward.</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>	We will continue to look at fundraising for example our annual sky dive, through train offer and through applying to other local and national grants. We do not want to start charging for this service.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	September 2022 January 2023
12.	Please give details of the cost of the project.	Resources per week per client would be £5, for twelve weeks for six clients this would total £360. Refreshments per week per client would be £2, for twelve weeks would cost £144. The total amount we are asking for is £504 .
13.	<i>Please give details of other grants awarded or applied for.</i>	We receive grants and funding from the National Lottery, Ministry of Justice, The Souter Trust and have an application out with Hall and Woodhouse Comm Chest.
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information.	

	(Continue on a separate sheet if necessary.)
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s) Vikki Taylor</p> <p>Position Held Development Officer</p> <p>For and on behalf of Sexual Trauma and Recovery Services Date 22nd August 2022</p>


STARS
Sexual Trauma and Recovery Services -
Dorset Rape Crisis

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Year Ended 31.3.21 Total funds £	Period 1.3.19 to 31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	365,320	545,822	911,142	547,759
Other trading activities	4	25,202	-	25,202	106,918
Investment income	5	296	-	296	199
Total		390,818	545,822	936,640	654,876
EXPENDITURE ON					
Raising funds	6	580	-	580	3,655
Charitable activities	7				
Charitable activity		283,475	430,902	714,377	548,404
Total		284,055	430,902	714,957	552,059
NET INCOME					
		106,763	114,920	221,683	102,817
Transfers between funds	16	19,638	(19,638)	-	-
Net movement in funds		126,401	95,282	221,683	102,817
RECONCILIATION OF FUNDS					
Total funds brought forward		97,513	5,304	102,817	-
TOTAL FUNDS CARRIED FORWARD		<u>223,914</u>	<u>100,586</u>	<u>324,500</u>	<u>102,817</u>

**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>	The Dorset carers hub
2.	Name and address of responsible officer who should be contacted regarding this application.	Name Dave Rose Address [REDACTED] Dorset. Tel: _____ (Mobile) [REDACTED] Email: <u>Dave dorsetcarershub@gmail.com</u>
3.	Address where activities are based.	The old Marks & Spencer's 48 South Street, Dorchester, DT1 1DQ
4.	What area (community) is served?	We tried to cover as much of Dorset as possible
5.	Are there any other similar facilities or services provided in the area/district?	We are the only one helping carers
6.	How does your organisation / activity benefit the residents of Dorchester	Charitable Purposes Who the charity helps: Children/young People Elderly/old People People With Disabilities How the charity helps: Provides Buildings/facilities/open Space Provides Services Provides Advocacy/advice/information Acts As An Umbrella Or Resource
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.	Not at present

9.	<p>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>We are looking to provide a warm space where Our carers can come in have a warmup, a hot Drink and a chat. With heating costs going up We think this is very important.</p>
10.	<p>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</p>	<p>If we are successful with this grant the main Cost would be covered. The rest would be Covered by donations.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>ASAP when the heaters are purchased the Following day .</p>
12.	<p>Please give details of the cost of the project.</p>	<p>£450</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>None</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£450</p>
15.	<p>Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i></p>	
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)..... </p> <p>Position Held..... Treasure/trustee.....</p> <p>For and on behalf of..... The Dorset carers hub..... Date..... 22.10.2022</p>		

DORCHESTER TOWN COUNCIL
MANAGEMENT COMMITTEE – 14 NOVEMBER 2022
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			
KATHLEEN FENDLEY	ASHES	3179	3366A
TINA WARR	ASHES	3182	3366B
MAUREEN ADAMS	ASHES	3185	3373A
Poundbury Cemetery			
KIMBERLEY THOMAS	DOUBLE BURIAL	3180	792A
PAMELA ROSBROOK	ASHES	3181	C82
MARTIN ANDREWS	ASHES	3183	C46
ALISON HOLMES	DOUBLE BURIAL	3184	T.B.A.
ANDREW RIDGE	DOUBLE BURIAL	3186	792B
Fordington Cemetery			
FREDERICK HAWKER	ASHES	3187	GOR79

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

01.09.2022 – 31.10.2022	Dorchester	Fordington	Poundbury
Interments	1		7
Ashes	11	1	3
Garden of Remembrance	1	1	
Poundbury Chamber			-
Children's Plot			-

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 14 NOVEMBER 2022

MEMORIAL APPLICATION

1. An unusual ashes memorial application has been received and the Committee is asked to give it some consideration and indicate whether or not it should be authorised.
2. The proposed memorial is for Weymouth Avenue Cemetery and the memorial guidance states that memorials for ashes should be no larger than 60cms x 60cms.
3. No exact size has been received but the Funeral Directors have confirmed that it will be no larger than the permitted size.
4. The design of the Memorial is shown below and is based on a beer glass.



Julie Hollings
Burials Administrator