

Dorchester Town Council

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8th November 2023

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 13 NOVEMBER 2023** 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, R. Major (Vice-Chairman), R. Potter, M. Rennie, R. Ricardo, D. Taylor, K. Reid 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 11th September 2023 (adopted by Council on 25th September 2023). A copy of the Minutes can be found at:

<https://www.dorchester-tc.gov.uk/Committees/Management+Committee/Minutes>

- 4. Market Proposal**

To receive a report (enclosed) from the Assistant Town Clerk (Corporate).

5. Outdoor Services – Update Report - Autumn 2023

To receive the Assistant Town Clerk (Outdoor Services) update report (enclosed).

6. Donated Trees Policy for The Great Field

To receive a report (enclosed) from the Assistant Town Clerk (Outdoor Services)

7. Pleached lime trees at Borough Gardens.

To receive a report (enclosed) from the Assistant Town Clerk (Outdoor Services)

8. Allotments charges and annual review

To receive a report (enclosed) from the Assistant Town Clerk (Corporate).

9. Grant Applications

To consider the following applications for financial assistance (all applications enclosed):

- (a) Age UK NSW Dorset requesting £500 for a community allotment project.
- (b) South West Dorset Multi-cultural Network requesting £300 towards the costs of Holocaust Memorial Day event.
- (c) Damers First School requesting £500 towards the cost of a wildlife information board on The Great Field.
- (d) Dorchester Rugby Football Club requesting £500 towards the cost of recently installed floodlights.
- (e) Dorchester Arts requesting £500 towards the cost of the Rise programme of creative therapy for mothers with postnatal depression and anxiety.
- (f) Art in Poundbury requesting £500 towards the cost of hall hire for its December 2023 exhibition.
- (g) Dorset County Museum requesting £500 towards the cost of the 2024 Dorchester Family Science Day.
- (h) Dorchester Chamber requesting £350 for public liability insurance of the Christmas Cracker event 2023.
- (i) Dorchester Chamber requesting £350 for venue hire for the Christmas Cracker 2023.

10. Notes of Twinning & Cultural Activities Panel

To receive the notes of the Panel established by Management Committee.

11. Minutes of Dorchester Arts board meeting.

To receive the minutes of the Board meeting on 17th July 2023.

12. Cemetery Matters

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

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

(b) Headstones and Inscriptions

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

ITEM 4.

Management Committee – 13th November 2023 Market Proposal

1. The council has been approached by Ms. Jules Bradburn of the Dorset Artisan Markets Ltd with a proposal to hold an artisan market in Dorchester each the fourth Sunday of each month from April 2024 onwards. This approach is based on markets that the company holds monthly in Sherborne and Shaftesbury with great success. The proposal is set out in **Appendix A** below.
2. The proposal was presented to the Dorchester Markets Informal Joint Panel on 27th September 2024 in order to provide the opportunity for members overseeing the Dorchester Market Charter, the Wednesday Market, Cornhill Market and Sunday Car Boot Sale to comment on this new proposal, even though the proposed artisan market would be located in a different part of the town. The Panel welcomed these proposals.
3. In terms of locations, it is proposed to make use of Borough Gardens as the main focus for the stalls but also have other trading pitches down Bowling Alley Walk, South Walk and along the southern end of South Street. In addition, the operators of Brewery Square are interested in also hosting part of the market.
4. Although the town council has the ability to give approval for the market to be held in Borough Gardens, the market organisers will need to seek the necessary approvals from Dorset Council with regard to any stalls on the Walks and South Street.
5. The dates proposed for 2024, as set out below, do not at present clash with any other significant events or bookings in the town. The council has already received bookings from the Poundbury Independent Market to use the Woodlands site in Poundbury on 12th May and 3rd November 2024. In addition, enquiries have been made about weekend bookings for the Vegan Market in Maumbury Rings in May and August. There is a need, therefore, for the council to liaise with the various market organisers to ensure that there are no conflicting dates. The programming of a vibrant and diverse market should make a positive contribution to the local economy and tourism offer of Dorchester.
6. However, if this proposal is accepted, members may wish to just take bookings for 2024 and then review towards the end of next year in order to consider the effect on local traders and other event organisers.
7. It is **RECOMMENDED** that:
 - a) Members consider the proposals from Dorset Artisan Markets Ltd (Appendix A) for a monthly artisan market in Borough Gardens.
 - b) If the Dorset Artisan Markets Ltd proposal is agreed for 2024 then there is a review by the committee prior to any further bookings for 2025 onwards.

ITEM 4. APPENDIX A

The Dorchester Sunday Market Proposal From the Dorset Artisan Markets Ltd

I am one of the Directors for Dorset Artisan Market's Ltd which started in Sherborne in 2019. We started with 75 stall holders and now have 200 stall holders booked in for each Market in 2023. To get a flavour of the market please do have a look at our website www.thesherbornemarket.com

In 2023 we were invited by Shaftesbury Town Council to provide a monthly market in the town, we have a six-month trial this year testing Saturdays and Sundays and so far, it's been a resounding success with approximately 80 traders at each event and footfall of approximately 6000 people per event. Our website for the Shaftesbury market will give you a better insight to how the markets in Shaftesbury look and feel www.theshaftesburymaket.com

Our markets are carefully curated to compliment any shops that might be open and not compete directly with them and we limit the type of trader at each market to make the market interesting for visitors and fair for the traders.

We have around 560 traders on our books. All our market stall holders are local, they make their own products or curate interesting and unique collections. We do not allow mass manufactured products or agents of businesses.

Having been to the Dorchester Markets Panel which warmly welcomed our proposal we would like to propose the following:

Starting in 2024 we would like to provide a market on the fourth Sunday of each Month from April to November. We are mindful of numerous other markets in Dorchester and are very happy to work with other organisers to ensure dates don't clash for large events and that we do not interfere with other established events such as the car boot sale on Sunday's.

DTC officers have suggested a footprint covering Borough Gardens, Bowling Alley Walk, South Walk, South Street (subject to the required permission from Dorset Council) and Brewery Square (subject to permission from and working with Brewery Square Management). We have attached a map for ease of reference at the end of the report.

We will source local artisan market traders to fill the pitches, they will book and pay Dorset Artisan Market's directly and we will send them all the details about set up and continue to liaise and build up a good list of regular artisan traders.

We will set up a website www.thedorchestermarket.com" in a similar style to www.thesherbornemarket.com – and – www.theshaftesburymarket.com this could be linked to our current websites so that the our metrics positively affect the viewing rate for the new website. The domain is available.

We will book and pay for security and stewards, we have used Chesil Security since 2019, they have always been reliable and are extremely good with both the traders and the public.

Our current insurance could be amended to include The Dorchester Sunday market.

We will write the SAG document for the market; this is an extensive document covering the market operation and must be agreed with Dorset SAG. We are happy to consult with all necessary parties, police, ambulance, bus operators etc in order to get the operational agreements from Dorset Council. A copy of our current SAG for The Shaftesbury Market and The Sherborne Market has been sent on email to Matilda and Tony, as it is a lengthy document, we did not attach it to the proposal, but it is available for your perusal.

We will ensure that the Health and Safety aspects are met. The Dorset Artisan Market's Ltd employs a qualified Health and Safety officer Alexander Michalis and she will input into the initial market set up and cover any SAG requirements.

We sent out an expressions of interest email to our traders and they were very much in favour of a new artisan market in Dorchester on the fourth Sunday of the month, we had 124 expressions of interest with traders wanting to join us for the first market. Our markets usually run from 10am until 3pm but we are flexible on timings and are happy to work with your suggested market times.

We will bear all the costs of setting up the market and are not seeking any funding from The Town Council or Dorset Council.

As you will see from The Sherborne Market website we engage with our community, we encourage small businesses to try a pitch at a reduced fee and we have a number of suitcase stalls for just £5, this gives businesses a chance to try a product or new range of products and many of our suitcase stallholders become pitch holders. Three of our pitch holders have now taken on empty shops in Sherborne. We would like to replicate this at Dorchester.

We also feel that it is essential to give back to the community. We offer free pitches to local charities and organisations to promote their activities and in addition last year in Sherborne we were able to give over £7,000 back to the community from Sherborne Market income. We are doing the same in Shaftesbury supporting the Mayor's Charity as a starting point for 2023.

Should we secure agreement to take the market forward for 2024, we will ensure that we

- Liaise with Dorset Council and Brewery Square for all agreed market dates.
- Set up social media Instagram and Facebook and post regularly each week, the content is provided directly from the traders, and we sometimes make additional Canva listings to post seeking Traders and musicians and use paid advertising on social media sites.
- Liaise with local press for monthly articles etc, we have attached an example article we have in Sherborne Times each month.
- Provide Cad drawings of the streets to be used so we can create street plans for the pitch locations.
- Provide any road signs and Chapter 8 barriers compatible that are required.
- Posters and flyers will be designed printed and distributed in a similar style to The Sherborne Market and Shaftesbury Markets ones as attached.
- Print and distribute letters to any local residents and shop keepers affected by the market so they have our contact details, and we can liaise directly with them to solve any issues that may arise.

- Liaise with bin collections to ensure the public bins are not overflowing. All our market traders take their own rubbish home with them to be recycled or disposed of properly.
- Make sure that the public toilets open at a suitable time for traders as well as the public.

In order that The Dorchester Sunday Market does not clash with other markets, Frome being the first Sunday of the month, Shaftesbury Market being the second Sunday of the month and The Sherborne Market being the third Sunday of the month we propose the market dates should be the fourth Sunday of the month in 2024 as follows:

- April 28th
- May 26th
- June 23rd
- July 28th
- August 25th
- September 22nd
- October 27th
- November 24th

I have attached an example of The Sherborne Market and The Shaftesbury Market style of posters and flyers, and an example of our insight from The Sherborne Times

Thank you for your time.

Jules Bradburn
Director The Dorset Artisan Market's Ltd

What our Traders say

"I have been trading with Jules Bradburn and her team for 4 years now, starting in Sherborne in 2019, and I can honestly say that it is the most efficient, flexible and responsive team I have every worked with. I have been trading now for 12 years, both in the southwest and London (where I used to live), and I have not come across a market organiser who understands what traders need so well and appreciates them. Plus, their ability to engage and work with local organisations is impressive. My trading with this team in both Sherborne and Shaftesbury is gaining traction because Jules' vision is long term, and she understands that both traders and buyers need continuity and longevity. So, I now have returning customers who remember I am there (in the same pitch) and come back for more. The team's commitment to both the local buying community AND the traders is outstanding, and I would stick with them wherever they go".

Catherine Potter

"We started our business at The Sherborne Market in July 2020 and from this launch pad we are now regular traders at markets in Dorset and Wiltshire at least 5 days a week, as well as attending large shows and events.

Trading at Sherborne is always extremely well organised and promoted, and the communication pre, during and post the market is always excellent.

We have added the Shaftesbury market, at which our coffee van is also present, to our list of "must attend" events and the third Sunday of the month at Sherborne is always clearly marked in the calendar.

We have every confidence that any market organised and promoted by Jules and her team will be a huge success for all involved."

Tim Darby – Miggles

"We are now into our third-year trading at Sherborne Market, and it remains one of the best we do. The market is well organised and manages to create a professional yet relaxed & friendly atmosphere that attracts a consistently good footfall month after month. We look forward to continuing to work with Jules and her team for many years to come."

Marc Munden - Soi 5

What local businesses say

"I've been a business owner on Cheap Street for twelve years now and can honestly say that The Sherborne Market is the best positive change we've seen in that time. From the first trial Market through to today we've seen at least a doubling of trade from our usual Sundays. The Market brings so many people to the town who explore not just the stalls but the local shops and food outlets. Jules is keen to involve everyone in the Market and makes sure all the businesses can trade outside their shops if they wish to before she allocates pitches to visiting traders. I and many other businesses would say that the Market has been a resounding success."

Jane Wood

Director

RGW Enterprises Ltd T/A Oliver's Coffee House

“Working with Jules and all the team at the independent market has been phenomenally successful not only for us, but for the town of Sherborne itself. The presence of the market, and the amount of traders that attend each event puts a real emphasis on how much a high Street can be enjoyed.

The diversity of producers and goods available, you just can't find on an Average High St., these days after decades of over-clogging with multinationals, banks and chain shops.

For many years, my business was very early on in the support and trading of and at farmers markets starting around 20 years ago, these were very good for the producers themselves - however the positive impact the independent market has had on the towns and the huge footfall and interest it generates, whether that be Sherborne or Shaftesbury even others run by different organizations in areas like Frome for example), is far greater. The Independent market, specifically Sherborne- is the one of the few examples that I have personally come across, of a regular sustainable event that has encouraged new people into the town on other days, helping them Discover exactly what town centres have to offer when given a chance. They actually contribute to a towns success and ability to flourish”

Steve Oxford, Oxfords Bakery

What our Town Councils say

The Sherborne Market has showcased our historic Abbey Town and built working relationships with existing shops and The Town Council. The curated monthly markets benefitting over 190 stall holders and an ever-increasing footfall of 8-9 thousand visitors to each market. A community stall holder myself for the (Sherborne Community Land Trust) I can validate that the e-mails and the communications for both the stall holders and town council are efficient and effective.

Former Mayor (2022/23) Cllr Juliet Pentolfe

It has been a pleasure working with Jules to deliver the Shaftesbury Artisan Market. With minimal time to plan the first event in May, Jules acted with pace, professionalism, and determination to bring the market experience to Shaftesbury. Jules has a fantastic network of amazing traders, handpicked for their quality products that are produced locally.

Her proactive communication on the build up to each event, during the market, with residents and visitors, and after each event is exceptional. She welcomes constructive feedback and a focus on continuous improvement. She tries her best to bring those more cynical stakeholders on board and always tries to unite all parties.

In summary Jules is an experienced, professional and knowledge market operator and we are thrilled to be working with her on our market trial.

Kind regards

Brie Logan

Town Clerk

For and on behalf of Shaftesbury Town Council



HAND PICKED & SELECTED ARTISAN MARKET

FEATURING

LOCAL PRODUCERS, SUPPLIERS, AMAZING FOOD, ARTS AND CRAFTS.



APRIL 16TH
MAY 21ST
JUNE 18TH
JULY 16TH
AUG 20TH

SEPT 17TH
OCT 8TH
NOV 19TH
DEC 17TH



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HAND PICKED & SELECTED ARTISAN MARKET

FEATURING

LOCAL PRODUCERS, SUPPLIERS, AMAZING FOOD, ARTS AND CRAFTS.



SATURDAY
MAY 13TH
JUNE 10TH
JULY 8TH

SUNDAY
AUG 13TH
SEPT 10TH
NOV 26TH

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Shaftesbury
The High Point of Dorset





MARKET KNOWLEDGE

DUNYA ELBOUNI, BAKLAVATY

Welcome to The Sherborne Market!

What brings you here?

Thank you! We are a small family business bringing authentic homemade Middle Eastern and North African desserts to our local community in Somerset. It all started at Sherborne Market so it has a very special place in our hearts.

Where have you travelled from?

We are based in Yeovil, but our recipes are from my mother who was born and raised in Tripoli, Libya.

Tell us about what you're selling

We sell a variety of authentic, homemade baklava and other Middle Eastern desserts, from maamoul to basbousa. Our most popular product is our pistachio-flavoured baklava. We use only the best quality locally sourced ingredients to create this rich and mouth-watering dessert, freshly made at home with love.

Where and when did it all begin?

My family has always loved cooking and baking and it has been a way for us to bond and spend quality time

together! After lockdown we decided to share this love with our community, starting at Sherborne Market just over a year ago.

What do you enjoy most about selling at markets?

My mother and I are motivated by the happiness our desserts bring to our local community. It's incredibly satisfying to share the unique tasting experience of our traditional authentic desserts, especially with our repeat customers! We also love getting to know our customers, whom each come with their own stories and experiences with our culture. We love the positive energy our customers bring to our stall!

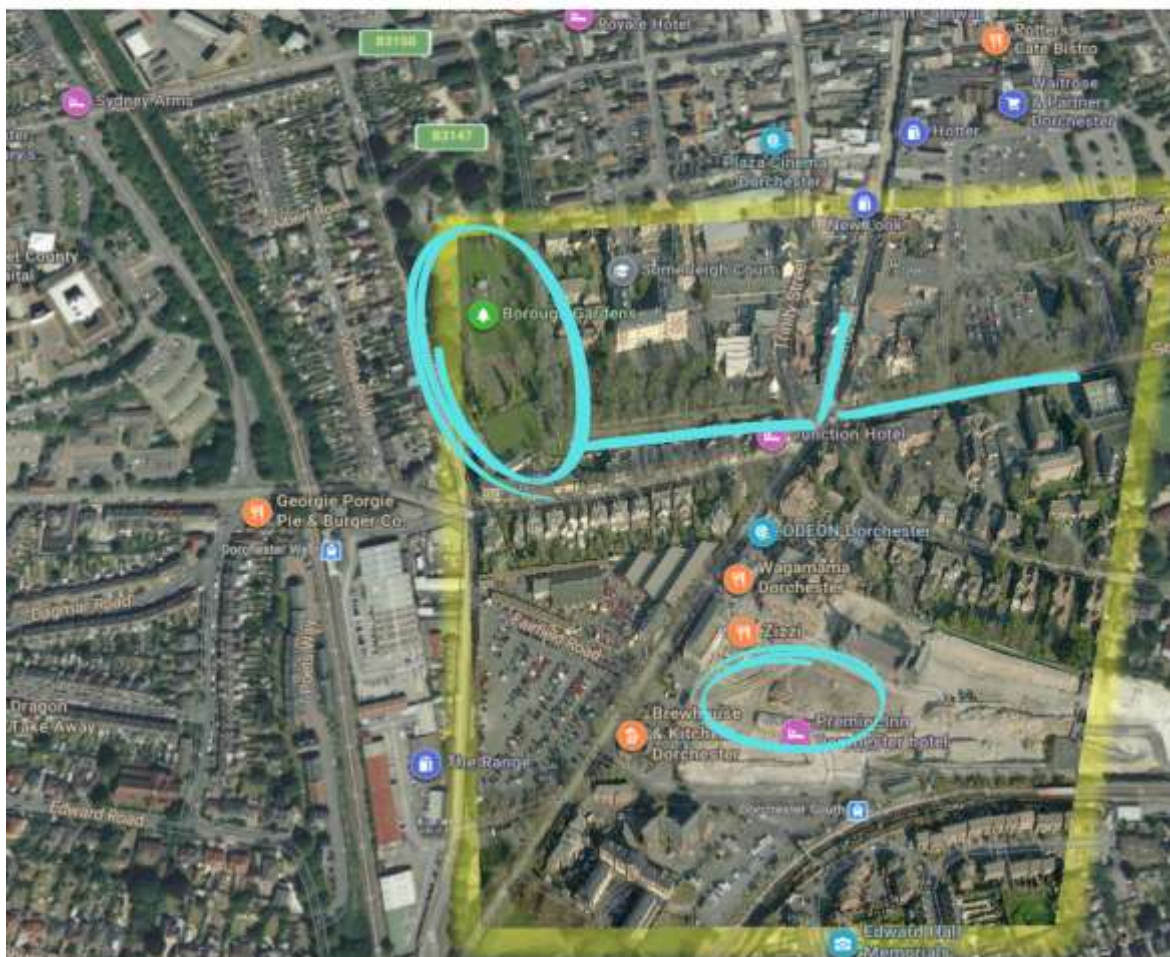
If you get the chance, which fellow stallholders here at Sherborne would you like to visit?

That's a tricky question as there are so many amazing stallholders at the market, each with unique talents and products to share. However, I am always mesmerised by the beautiful macrame by Knottsea.

Where can people find you on market day?

We're at the bottom of Cheap St, by The Cross Keys. ☺

Proposed Market Footprint



- Borough Gardens
- Bowling Alley Walk
- South Walks
- South Street (subject to Dorset Council approval)
- Brewery Square (subject to Brewery Square approval)

ITEM 5. Management Committee – 13th November 2023
Outdoor Services – Update Report – Autumn 2023

1. **Introduction.** The autumn period saw ongoing maintenance work being dictated largely by increasingly unsettled conditions resulting in, on occasions, waterlogging of grass areas. The impact has been that grass cutting operations have continued at irregular frequencies for the majority of the period unlike in previous years. This has placed some pressure on the team to try to achieve a quality service despite the prevailing conditions.
2. **Borough Gardens.**
 - 2.1 In Borough Gardens, October saw the welcome return of the head gardener. Work tasks have revolved, in the main, around removal of bedding plants which were past their best. The bedding was very well received this year.
 - 2.2 In advance of re-planting for the spring, work was carried out to improve the structure and texture of soil in the flower beds located around the bandstand and flagpole as part of the wider 3-year soil improvement scheme commenced two winters ago.
 - 2.3 Other works have included ongoing pressure washing of surfaces, grass cutting, shrub bed maintenance and hedge cutting. A new lavender border has been created in the grass area that is located between the tennis courts and the path adjacent to the Mediterranean border. The grass is higher than the adjacent path so the new lavender hedge will be at head height not only providing a colourful display but giving off scent at head height.
 - 2.4 Work has progressed on the extension to the mess facility building in the gardens a separate report on progress is contained within the agenda for tonight’s meeting.
 - 2.5 Lord Lieutenants across the country are planting trees with a plaque in commemoration of the King’s Coronation. Dorset’s Lord Lieutenant has requested that Dorset’s tree be planted in the Borough Gardens. The Chairman and Vice-Chairman have agreed with the species of tree to be chosen following consultation with the Assistant Town Clerk (Outdoor Services).
3. **Other maintenance.**
 - 3.1 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. Several areas of raised and deteriorating safety surface have been repaired in Borough Gardens after the end of school holidays. Further works will continue when preparations for remembrance Sunday have been completed (see below).
 - 3.2 Further routine work has continued, keeping all play equipment inspected and in a safe and well-maintained condition along with litter collection.
 - 3.3 A significant piece of work has been the renovation of the bike stand area adjacent to the war memorial. Old uneven and broken slabs have been lifted and re-laid to new levels. Porous surfacing has been applied in other areas to allow water and air to pass through helping both drainage and tree health. Works have also been carried out to the paving in the garden of remembrance to improve its appearance.

3.4 Annual higher level hedge maintenance has been carried out in play areas to keep the hedges under control, focus will now shift to the pollarding of the bandstand trees in Borough Gardens.

4. Cemeteries

4.1 Work to maintain the cemeteries has continued throughout the period along with a continuing steady number of full and ashes burials. Work has also been ongoing to correctly align the columns and rows of graves to overcome previous problems with uneven and poorly aligned graves. The current column of grave spaces will see the final correct positioning from which to continue into the future.

4.2 In Fordington cemetery hedges have been pruned, the grass bank cut and the German war memorial area cleaned in advance of the Remembrance service.

5. Biodiversity

5.1 The initiative to install solar panels to Borough Gardens House roof and air source heating to the house, flat and the greenhouses is progressing. The layout is now out for public consultation as part of the normal planning process.

5.2 Wildflower areas located on Town Council managed land have been cut and cleared to put them in good condition for the winter period.

5.3 A new shaded wildflower area has been created at Borough Gardens. Located adjacent to the gate on Cornwall Road, this is a first for the council. The area is shaded and as such formal planting in that area has failed due to lack of light. The character of the gardens is formal in keeping with their heritage but wherever possible wildflowers and nectar rich species for pollinators are introduced to contribute to the appeal of the gardens from an ecological point of view. The site is challenging, and establishment may take several attempts until species that are suited are identified and can be established. Members should be aware that the flowering will not be that of a typical meadow land environment and will be more sporadic and muted in nature as would be expected in a woodland setting. Some valuable learning will take place with this initiative as it will be replicated in the future at Kings Road wood as the trees grow further and light levels start to reduce under the larger canopies.

5.4 A final count of trees to be replaced due to vandalism or death has been carried out at Kings Road and an order for 15 will be placed shortly.

5.5 Seed collection has taken place from local trees to be sown at the tree nursery. Last years limited crop did not germinate well which is common with naturally sourced seed. This year's seed is currently being heat and cold treated to break dormancy or in the case of oak, has already been sown on site.

6. The Great Field

6.1 Town Council play inspection trained staff now inspect equipment on a weekly basis and are feeding back any issues to the ATCOS who in turn is working with the Duchy officers to effect repairs etc.

- 6.2 Problems with the mesh being used on the windows at the Buttercross structure not being robust enough have been reported back to the Duchy and the equipment provider is currently designing an alternative. Town Council staff have fixed temporary shutters to prevent children climbing out of the structure. The problems with the water play feature are slowly being dealt with by the duchy, one outstanding item has been referred to the manufacturer.
- 6.3 In keeping with the agreement at the time of signing the lease the town council will take over maintenance of all 'green' elements of the Great Field from the first of January 2024.
- 6.4 Replacement trees have been ordered by the Duchy and will be planted in locations approved by the ATCOS in this coming winter.
- 6.5 There will be a financial impact in carrying out the maintenance in future of which members should be aware. There will be a need to increase the staff establishment of the outdoor services team by one. In addition, there will be a requirement to provide additional funding to cover items such as the cutting and removal of wildflower areas to licensed tip. The area of and types of wildflower meadow and the time it is cut and collected has a significant impact on the amount of arisings requiring clearance. The town council does not have the equipment to carry out these operations and it would not be financially efficient to procure it, so it will be achieved by the use of contractors which is a significant additional cost. There will be a requirement to establish a regime that meets the desire to maintain the wildflower meadows and remain within budget which could see change to the management of some areas on site.
- 6.6 Costs are currently being sought and a report will be included in the January budget report.

7. Staffing

- 7.1 Continual professional updating has been carried out for members of the team, fire marshal training was completed in September which will refresh the cover provided at 19 North Square, the Corn Exchange, Borough Gardens and the Depot.
- 7.2 Two members of staff undertook and completed ride on grass cutting equipment training in September. Training in the safe use of hedge trimmers has been arranged for late November. Refresher training for playground inspection staff has been arranged for January.

8. Arboriculture

- 8.1 Permission has been received aerial based works at Maumbury Rings and the contractor is due to carry out the works in late November. Permission was received for works at Frome Terrace to fell the dying Ash trees and two dead alders. These works have been completed with replanting planned for the winter 2023-24.

ITEM 6.

Management Committee – 13th November 2023 Donated Tree Policy for The Great Field

1.0 Background

- 1.1 The Great Field was planned and landscaped by the Duchy of Cornwall comprising many amenity features such as a formal sports pitch area, play area, pedestrian walks, amenity grass, shrub beds, wildflower areas and tree planting. The area has quickly become established as a venue to be enjoyed by the local community. The landscaping associated with the site has been extensive in the area as a whole and is appreciated by many.
- 1.2 Approaches have previously been made to the Duchy to plant trees in memory of various people which they have dealt with whilst the field was in their care. The management of the field has now transferred to the Town Council, in January Management Committee members supported the creation of a policy to be implemented on The Great Field site (not including the cemetery) relating to the requests for the planting of donated trees using the broad criteria as described above. This paper lays out the policy conditions.

2.0 Policy Ethos

- 2.1 The Town Council would wish to support the planting of trees which meet relevant criteria across all of its own or leased land, of which the great field is part. Trees should meet the general character of the site in terms of species and location. Whilst the planting of indigenous species is desirable in some locations decorative or cultivated species and varieties would be more in keeping in others.
- 2.2 Trees are to be planted and subsequently maintained by DTC staff until they are of a size where specialist care is required which will be provided by engaging trained arboriculturists.

3.0 Conditions

- 3.1 The proposed condition of the donated tree policy are as follows:
- a) No automatic requirement to agree to the planting of a tree.
 - b) Costs of purchase and planting to be passed on in full to the donator.
 - c) Trees to be planted to DTC current specification in terms of staking etc.
 - d) Acceptance of donation, location, and species to be approved and agreed by the Town Clerk or an officer authorized by them.
 - e) Trees to be strictly a donation and in no way commemorative.
 - f) Trees to become the property of DTC.
 - g) Trees to be maintained as DTC wish.
 - h) Trees can be removed should the need arise with no obligation on the part of the council to replace.
 - i) No commitment by the council to replace the tree under any other circumstances.
 - j) No plaques to be sited with trees.
 - k) No adornments to be added to trees.

- l) Costs of subsequent maintenance to be borne by DTC.

4.0 Other considerations

- 4.1 Although the site is large there are specific environmental/ vegetation zones within it, some of which preclude the planting of trees such as wildflower areas and this will limit the number of trees able to be planted on site. Tree planting will be managed by the Town Council to meet the needs of the site not to meet demand for tree planting by the public. The Town Council retains the right to refuse requests.
- 4.2 Should members agree to this policy, then it will then be used to manage donated tree applications for The Great Field from 1st January 2024

5.0 Recommendation

- 5.1 It is recommended that members agree the Donated Tree Policy for The Great Field as set out above for implementation from January 2024.

Carl Dallison
Assistant Town Clerk (Outdoor Services)
Dorchester Town council

ITEM 7.

Management Committee – 13th November 2023 Pleached Lime Trees at Borough Gardens.

1.0 Background

1.1 A row of 6 Lime trees is located on the southern boundary of Borough Gardens adjacent to Bowling Alley Walks. These trees are thought to be more than 60 years old and they are an integral part of the landscape in that area and also a significant element within the heritage value of the gardens. A recent tree survey carried out by a fully trained and experienced arboricultural specialist has recommended removal of the trees.

2.0 Current situation

2.1 The trees are pleached which in essence means they are formatively pruned in the nursery to create a crown that is in one single vertical plane (see photo below) in essence creating a very narrow hedge which in turn creates a very striking visual effect.



2.2 There are six trees in total in the row at Borough Gardens, they are infected with various fungal diseases which has led to rot of many branches and cavities in branch unions. One specimen is also suffering from decay within its root system has led to it starting to become unstable. As a result, growth of the trees is restricted and in one case significantly reduced leading to an un-even appearance, dieback and increasing risk of structural failure.

2.3 The effect pleached trees create has been a feature of formal garden design for over 250 years, being significant in the historic design features of the current Borough Gardens and as such they are of high amenity value. The gardens are located within a conservation area and are separately listed as Grade II in the English Heritage register of Parks and Gardens of Special Historic Interest.



Existing trees showing decay, die back and poor growth.

3.0 Future works

3.1 The result of the tree survey's findings mean that it will be necessary to fell the trees. In advance of this there will be requirement to notify Dorset Council Planning department as the trees are located within a conservation area. The planning process can take several weeks before an agreement is reached. Orders for the work to be carried out will be tentatively placed beforehand (with no obligation on the Town Council) to hopefully avoid any chance of undertaking felling works during the early bird nesting season. It is anticipated that subject to planning agreement, works would take place in late winter 2024.

4.0 Re-planting

4.1 Whilst not replacing the trees remains an option it would likely be a requirement condition as part of felling the trees and would also go against the ethos of the gardens' listing in terms of heritage and history.

4.2 With this in mind, it is proposed to fell the existing trees and replace them with 7 new pleached trees in the 2024 planting season. The trees would be positioned in the same row but with the spacing staggered so as to avoid the existing tree root boles. Works would need to be carried out to create new planting pits and adjust the adjacent paving which can be carried out by Town Council staff. In this way the gardens will maintain their historic relevance and the feature will be preserved in a new healthy form for decades to come. Funding for the replacement trees is available as part of the tree management budget.

5.0 Recommendation

5.1 It is recommended that Members choose one of the following options:

- a) Not to replace the felled trees
- OR**
- b) Replant with new pleached specimens

5.2 Once the decision is made it will form part of the submission to Dorset Council for permission to fell the existing trees which will be made shortly after the date this report is considered by the management committee.

Carl Dallison
Assistant Town Clerk (Outdoor Services)
Dorchester Town council

ITEM 8.

Management Committee – 13th November 2023 Allotments Update & Proposed Charges For 2024

1. The town council has over 330 allotment plots on five sites: Frome Terrace, Hawthorne Road, St George's Road, Alington Avenue and Herringston Road. At present there are approximately 30 people on the waiting list.
2. In order to enhance the administration and management of the allotments, officers are instigating the following improvements:
 - a) Twice yearly site inspections, involving the Assistant Town Clerk (Outdoor Services), to assess the standard of cultivation and upkeep on each allotment.
 - b) Streamlining the allotment inspections process.
 - c) Issuing 'improvement' letters to those plot holders not properly maintaining/cultivating their plots.
 - d) Setting a deadline for improvement before reinspection and then termination of lease if the plot holder has not made satisfactory improvements.
 - e) Contacting many of those on the waiting list each Autumn to check if they all want to remain on the list ahead of any plots becoming available in the following Spring.

It is hoped that the above administrative improvements will ensure that allotments are appropriately maintained and improve the management of the waiting list. In addition, officers are liaising with other town councils across Dorset to understand their approach to allotment management and share best practice.

3. The 2022-23 costs of operating the Council's 330+ full and half-plot allotments are as follows:

2022-23	Expenditure £	Income £	Net £
Site maintenance, rent & administration	14,261	10,572	-3,689
Water (5 sites)	3,974	2,960	-1,014
Total	18,235	13,532	-4,704

4. In comparison with the previous financial year, set out below, the council spent more on water and maintenance, and staff costs increased due to the pay award.

	2021/22	2022/23
Water	£3,482	£3,974
Rent	£1,119	£1,119
Maintenance	£1,917	£2,792
Subscriptions	£55	£55
Staffing	£9,636	£10,295
Total	16,209	£18,235

5. The Council has pursued an agreed strategy of reducing the cost to the taxpayer of providing this service and increased both the allotment rent and water charges by £1 each for the current year.
6. There was still a subsidy of water costs of £1,014 in 2022-23. It is proposed, therefore, that the charge for water be increased from £10.50 to £11.50 for a quarter or half plot and from £12.50 to £13.50 for a full plot.
7. 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 majority of plot holders, means a total increase in fees (including water) of £2.00 for the year.
8. Set out below is the schedule of charges for 2023 and proposed charges for 2024. The administration fee has not been increased for the last few years following a significant increase, therefore no change is recommended for 2024.

	Current	Proposed
	2023	2024
	£	£
Rent - Full plot on any site	40.00	41.00
Rent - Half plot on any site	24.00	25.00
Rent - Quarter plot on any site	16.50	17.50
Water Charge – Full plot	12.50	13.50
Water Charge – Quarter or Half plot	10.50	11.50
(excludes Frome Terrace as no water supply)		
Administration Fee for new tenants	50.00	50.00
A double fee will be charged to non-residents.		
For a typical half plot holder the charge will therefore be:		
Rent - half plot on any site	24.00	25.00
Water charge – half plot	10.50	11.50
Total charge for full year	34.50	36.50

9. In summary it is **RECOMMENDED** that:

- a) The allotment rent, from January 2024, be increased by £1.00 per plot no matter the size.
- b) The water fee, from January 2024, be increased by £1.00 per plot no matter the size.
- c) That the practice of charging double fees for non-Dorchester residents continues.

Assistant Town Clerk (Corporate)
Dorchester Town Council

ITEM 9.

MANAGEMENT COMMITTEE – 13TH NOVEMBER 2023 GRANT APPLICATIONS

- The council has a grant budget that is allocated by Management Committee. In the current financial year the total budget is £10,000. Below is a list of applications considered so far this year and a summary of the decision made by the committee. Not all applications were approved and, in one instance, an application was submitted too late to be considered.
- Following the allocation of £2,400 of grants as set out below, there is now £7,600 still available in the current financial year.

Applicant	Project	Amount requested	Decision	Grant awarded
Repair Café	ReThink Fashion project	£250	Awarded March 2023 but paid in April.	£230
May 2023 Management Committee				
People Need Nature	Green social prescribing project.	£500	Awarded	£500
Dorchester Family Support	To provide food parcels over school holidays.	£500	Awarded.	£500
Lubbecke Society	Hire of minibus for visit to Lubbecke.	£250	Rejected	£0
July 2023 Management Committee				
As One Theatre Company	They Came from Ukraine - workshops at Dorford.	£500	Awarded	£500
September 2023 Management Committee				
Damian Clarke	Dulcimer weekend - Shire Hall	£500	Lower amount awarded.	£150
Dorset Poverty Action Group	School uniforms for those on low incomes.	£500	Awarded	£500
Life Education Wessex	School sessions	£780	Rejected - an education project so not DTC remit.	£0
DTAG	Streets Alive hi-viz vests	£500	Awarded but items could not be purchased in time.	£0
Art in Poundbury	ArtsWeeks exhibition in 2024	£500	Deferred - more info requested.	£0
South West Dorset Multi-cultural Network	Room hire for Black History Month event on 14/10/23.	£260	Application received too late for committee.	£0

- To improve the applications process, the deadline for applications before each committee meeting will be advertised on social media. Officers will also be amending and updating the application form to make it easier for members to assess.

ITEM 9 (a) – Grant application from Age UK NSW Dorset

<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>Age UK North South West Dorset</p>
<p>2. Name and address of responsible officer who should be contacted regarding this application.</p>	<p>Name Rachel Weiss Address Unit 1&2, 5 Crown Square, Poundbury, Dorchester, Dorset, DT1 3EN</p> <p>Tel: <u>01305 269444</u> (Mobile) _____</p> <p>Email: <u>rweiss@ageuknswd.org.uk</u> _____</p>
<p>3. Address where activities are based.</p>	<p>Age UK NSW, Unit 1&2 5 Crown Square, Poundbury, Dorchester, DT1 3EN (off site at allotment which is located at Hawthorn Road Allotments, Dorchester)</p>
<p>4. What area (community) is served?</p>	<p>Dorchester and the surrounding villages – although not limited to this area if people want to travel in from other areas of Dorset.</p>
<p>5. Are there any other similar facilities or services provided in the area/district?</p>	<p>We are aware that Dorset Mind has an allotment site situated at the St Georges Road site on the far side of Dorchester. However, this is targeted at adults and young people and primarily focuses on working with people to improve mental wellbeing by way of scheduled sessions at fixed times. There is also a suggested donation of £5 per session.</p> <p>Our approach is less structured. Organised events will be planned but people can also drop in on an as-and-when basis and do as much or as little as they like.</p> <p>Our focus includes improving the mental wellbeing of older people but in addition to this, we are looking at the physical and social benefits of our allotment project. We are also aware that many older people have had to give up a much-loved garden space so we hope our allotment can offer that enrichment back without the sole burden of the long-term upkeep of a garden.</p>

<p>6. How does your organisation/activity benefit the residents of Dorchester</p>	<p>Age UK North, South & West Dorset exists to enable older people to love later life. We do this by providing direct services to promote the independence and well-being of those over the age of 50.</p> <p>The charity provides a range of services committed to supporting older people in the community, from help around the home with chores or shopping to aid in living independently for as long as possible with our Home Support Service, to those practical tasks to keep people safe in their home with our Handyperson services. We also provide free advocacy and welfare benefits support. Last year the team worked hard to gain over £1 million in additional benefits to vulnerable older people.</p> <p>We endeavor to tackle loneliness and isolation in the rural communities that we serve. We do this by providing enriching environments and events, such as coffee clubs, and through our independent living team and befriending services – we have over 100 active volunteer befrienders currently offering around 600 hours of befriending a month to isolated older people, providing that much-needed companionship for many older people who may go days on end without a conversation.</p> <p>In addition to this, we also have seated exercise classes to promote physical well-being, build strength and balance, to lessen the impacts of falls, and provide a variety of online activities, via Zoom to ensure our sessions are accessible wherever you are. We are also dedicated to supporting people with dementia and memory loss and run Cognitive Stimulation Therapy Sessions as well as offering Dementia support groups and brain “training” sessions. These groups provide valuable support to patients with dementia and their carers.</p> <p>As a charity we have a force of over 200 active volunteers, who provide support to the charity in various roles, including befriending, supporting our social activities and event, answering the telephones and dealing with enquiries, or visiting people in their homes to support them with paperwork and benefit claims.</p> <p>We are currently working incredibly hard to support our community through the current cost of living crisis. We have seen a huge increase in demand, with our call volumes increasing significantly, with 80% of the increase having demand placed on our information and advice and welfare benefits teams, with lots of concern raised around the affordability of heating the home, paying the bills and generally being able to make ends meet. Our team are on hand to provide that net of support at the end of the phone line, and in person, providing important information, key pieces of advice and signposting to other services and organisations who can help.</p>
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		With the older population growing and a projected increase of the over-65 population increasing by 50% over the next 2 years, we are devoted to supporting the older people that we serve today but also shaping the future to ensure that support is there in place to meet the needs of the older people of the future too.
7.	Present charges/ subscription/fees. Please attach schedule if available.	This will be a free service, however donations are always welcome.
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. <i>(Continue on a separate sheet if necessary.)</i></p>	<p>We are seeking funding to support our new project "The Evergreen Project".</p> <p>This project will be based at our new allotment, in Dorchester, and will bring older people together in a community project to cultivate the land and have a community garden space.</p> <p>The project will provide raised beds accessible to older people to grow flowers and crops, and will host gardening groups, art classes and social meets, as well as a space for older people to go and enjoy a sit down in the peace of an allotment setting.</p> <p>Many older people we support have a love for gardening and have had to give up their green spaces and gardens to move into residential spaces, so to have a place to visit and tend can provide a multitude of benefits, from personal satisfaction, a sense of being and community to positive impact to individuals mental and physical wellbeing.</p> <p>We also deliver a fantastic befriending service in which this space can be used for our befrienders to go with their clients and enjoy a change of scene in supporting and promoting individuals to get out and about, who may have previously been unable to do so.</p> <p>We hope to use the land for the good of the community, with produce grown being donated to local lunch clubs to help feed older people in the area too.</p> <p>We understand the need to diversify our well-being offerings for our beneficiaries. We currently hold social groups, such as coffee clubs, dementia support groups, and exercise and to be able to provide something based outdoors will allow our support to be reached by an ever wider set of beneficiaries. In these settings, we are able to really support people by getting to know them, understanding their needs, and potentially identifying other areas of support that they may benefit from, providing that early intervention and preventive support that we are so passionate about.</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>Further grant funding will be sought and we are actively pursuing sponsorship from local businesses.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>We have acquired the allotment site. Once funding is in place we intend to work on the site over the winter to get it ready for spring planting in March 2024. Equipment will need to be purchased over this period of time.</p> <p>Site up and running by March 2024.</p>

12.	Please give details of the cost of the project.	<p>Fee for the allotment - £50 Paving - £120 Raised beds/planters - £200 Water butt - £35 Compost bin - £30 Garden Bench - £300 Gardening Tools - £100 Gardening Gloves - £15 Allotment seed pack - £60 Plants - £150 Small Wooden shed store - £200 DBS checks for volunteers to support the project - £90 Art resources - £100 Staffing costs to co-ordinate the project/volunteers - £200 Subcontractor costs for building and installation of the raised beds - £300 Marketing - £50</p>
13.	Please give details of other grants awarded or applied for.	<p>Actively seeking sponsorship/donations from local businesses – already have offers from Travis Perkins and Poundbury Garden Centre.</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>	<p>The long-term vision for the allotment space is to work towards bringing in local nurseries or primary schools to bring older and younger generations together. There is much evidence around the positive benefits of intergenerational relationships for both young and old.</p> <p>We also work in partnership with Dorset AONB to provide Nature Buddies which is an extension of our befriending service. Nature Buddies focuses on supporting older people to engage in nature, whether that is for a walk or to simply sit and have a cup of tea outside, but without support would be unable to do so. We envisage our allotment space being used by our Nature Buddies clients.</p>

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 **the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.**

Signature of Applicant(s) Z. Blyth

Position Held Head of Trusts + Foundations

For and on behalf of Age UK North South West Date 12/9/23

Donnet

ITEM 9 (b) – Grant application from the South West Dorset Multicultural Network

**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>	South West Dorset Multicultural Network
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Mona El Kotory Address: 1 Middle Farm Cottages Poundbury DT1 3WN Tel: (Mobile) 07525 754355 Email: monaelkotory@hotmail.com
3.	Address where activities are based.	Dorchester, Weymouth and Bridport
4.	What area (community) is served?	Dorchester and West Dorset and Weymouth
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	The South West Dorset Multicultural Network supports inclusion and diversity for all communities including all residents in Dorchester. The aims of the group broadly are to: <ul style="list-style-type: none"> • Join together to celebrate the cultural diversity of all groups in Dorset, including those of Black and minority ethnic backgrounds. • Work towards reducing the isolation faced by people from minority ethnic backgrounds. • Provide support for each other and work towards understanding the effects of racism on all members of society. • To recognise the positive contribution of Black and minority ethnic groups to Dorset. • Promote understanding and co-operation between people of different ethnic and cultural backgrounds. • To consult with and inform service providers on the specific needs of Black and minority ethnic communities.
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.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<p>We are planning to hold an event on 26 Jan 2024 at the Corn Exchange to commemorate Holocaust Memorial Day which is on 27 Jan every year.</p> <p>This is an important date to remember as it not only pays respect to the many people killed during the Holocaust, but also pays tribute to people who have lost their lives in subsequent genocides.</p> <p>The Holocaust threatened the fabric of civilisation, and genocide must still be resisted every day. Our world often feels fragile and vulnerable and we cannot be complacent. Even in the UK, prejudice and the language of hatred must be challenged by us all.</p> <p>Holocaust Memorial Day is for everyone and is about coming together to learn more about the past and take action to create a safer future.</p> <p>To that end we involve many of our local community including 4 local Dorchester Schools who will be invited to participate this year.</p> <p>We know that by attending, people learn more, empathise more and do more.</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>We will continue to seek sponsorship and funding from other bodies.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>26 January 2024</p> <p>26 January 2024</p>
12.	<p>Please give details of the cost of the project.</p>	<p>Total cost £300 as below:</p> <ul style="list-style-type: none"> • Cakes £60 • Candles £40 • Milk/tea/coffee/sugar/napkins £20 • Viva Choir £50 • Matt Tarling £120 • Travel costs £30
13.	<p>Please give details of other grants awarded or applied for.</p>	<p>N/A</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£300</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>No</p>
16.	<p>Declaration - 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</p>	

submitting the application.

Signature of Applicant(s) *Alana & Kotory*

Position Held *Chair SWDMN*

For and on behalf of the South West Dorset Multicultural Network

Date *5/10/23*

ITEM 9 (c) – Grant application from Damers First School

1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	DAMERS FIRST SCHOOL
2. Name and address of responsible officer who should be contacted regarding this application.	Name EDU MOORE Address DAMERS FIRST SCHOOL LISCOMBE STREET DORCHESTER DT1 3DF Tel: 01305 264924 (Mobile) 07812896114 Email: emoore@damers.dorset.sch.uk
3. Address where activities are based.	DAMERS FIRST SCHOOL LISCOMBE STREET DORCHESTER DT1 3DF
4. What area (community) is served?	POUNDBURY, DORCHESTER
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	It will educate adults, children, tourists about wild flowers/trees on the Great Field. Helping them name them with facts. This knowledge can be used in other areas of the town, Dorset UK and a far.
7. Present charges/ subscription/fees. Please attach schedule if available.	The information board will cost £2,500. Made of oak. Nick Morris Wallis Agency giving his time for free to work with Unleken. He makes info boards for National Trust. A board that can change over time.
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	N/A.

<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>Information board on Great field to educate public, children, tourists of the wildflowers growing in a Damers Meadow that has been constructed by the children picking seeds from wild flowers and sowing in this area. Help people name these wildflowers with facts.</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>Board will be updated over time Nick Morris, volunteer Time for free (walks Agency) school book after board.</p>
<p>11. a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.</p>	<p>Work shops to take place Feb/March to design board. completion by May/June when wildflowers in bloom.</p>
<p>12. Please give details of the cost of the project.</p>	<p>£2,500 DORSET</p>
<p>13. Please give details of other grants awarded or applied for.</p>	<p>CPRE Awarded £250. So far businesses being approached and other environment organisations. Logo of Town Council put on board.</p>
<p>14. Amount of grant requested from Dorchester Town Council.</p>	<p>£500</p>
<p>15. Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>Sheets with photos attached.</p>
<p>16. Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s) <u>E.W. Moore</u></p> <p>Position Held <u>Teacher / ECO Coordinator</u></p> <p>For and on behalf of <u>DAMERS FIRST SCHOOL</u> Date <u>8.10.23</u></p>	

Damers Meadow Information Board Funding Request

We would like to apply for some funding to go towards an Oak Information Board for the Damers Meadow on the Great Field.

We trialled a nature journal for the Department for Education (DfE) Nature Premium Trial with my Year 1 class (5-6 year olds). For the whole of the summer term we did a school project on Wildflowers. The enquiry question was What is my favourite Wildflower?

Children named the wildflowers, insects, food and vegetables in school grounds documenting it in their nature journal using pictures and writing. They used this knowledge to name the same items in the community at weekends with their families. They gave tours of the school grounds to their families, other classes in the school, Miles King (People Need Nature), Dorset CPRE (Frances and Neil), Dorset Gardens Trust (Lynne Cove) naming the wildflowers with facts. Everyone was shocked by how much the children knew.

Children made their own nature journals at home. For the final weeks of the Summer term they were inspired to find out more about what was growing in their school grounds. They also went on a nature walk with Miles picking wildflower seeds and sowing them on the Damers Meadow on Great Field. They collected wildflower seeds on their weekends sowing these too on the Damers Meadow on the Great Field which was blooming over the Summer holidays attracting many bees and butterflies. The children went with their families at weekends to Kingcombe and Lorton Meadows. Places they had never heard of or been before locally. The children have come back from the Summer Holidays with loads of stories about where they have been and what new wildflowers they have seen and added to their nature journal. They can still name all the wildflowers in the school grounds too.

The children would like to put together some information boards for the Damers Meadow on the great field to help educate the community and tourists on what wildflowers, insects and birds they might see with facts in the Damers Meadow.

Nick Morris from Wallis Agency who put the information boards together with the National Trust is happy to volunteer his time for free to help put the children's art work and writing together on the board. Miles King would support this work with the children with his knowledge and expertise. The total cost of one oak information board is £2500. Organisations who are part of the project would have their logo on the board. Carl, Dorchester Town Council Head Gardner has given the go ahead for the board to be placed in front of Damers Meadow.

Here are some photos below of the meadow before and after. Also some of the children's work. Board to look like this but the frame and standing to be made of oak.



ITEM 9 (d) – Grant application from Dorchester Rugby Football Club

<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>DORCHESTER RUGBY FOOTBALL CLUB</p>
<p>2. Name and address of responsible officer who should be contacted regarding this application.</p>	<p>Name HAZEL HOSKIN Address MAIDEN CASTLE FARM DORCHESTER DORSET DT2 9PR Tel: _____ (Mobile) 07855 457522 Email: drfctreasurer@outlook.com</p>
<p>3. Address where activities are based.</p>	<p>Coburg Road, Surcof Park Dorchester Dorset DT12HX</p>
<p>4. What area (community) is served?</p>	<p>Dorchester and surrounding villages, Piddle Valley.</p>
<p>5. Are there any other similar facilities or services provided in the area/district?</p>	<p>Closest rugby clubs are Bridport, Wareham & Weymouth</p>
<p>6. How does your organisation / activity benefit the residents of Dorchester</p>	<p>Provide sport pitches to play rugby for all ages, young, old, male & female, Clubhouse with parking for member & outer community to hire</p>
<p>7. Present charges/ subscription/fees. Please attach schedule if available.</p>	<p>PLAYER (ADULT) £17 / mn or £200 / annum JUNIOR PLAYER £120 / annum GIRLS JUNIOR £55 / annum V.P £50 / annum.</p>
<p>8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.</p>	<p>Member subscriptions etc are reviewed annually on the 1st September</p>

9.	Details of the project facilities or service to be provided and how they will benefit the community. <i>(Continue on a separate sheet if necessary.)</i>	SEE ATTACHED SHEET
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	THE Project is now completed minimal maintenance is required and this would be funded from Club funds
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	The Project was completed on the 15 Sept 2023
12.	Please give details of the cost of the project.	€20,400 (inclusive of VAT)
13.	Please give details of other grants awarded or applied for.	Application for €14,000 from Sport England in August 2023 - Application Declined
14.	Amount of grant requested from Dorchester Town Council.	€500
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	
<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>[Signature]</i>.....</p> <p>Position Held.....<i>HON TREASURER</i>.....</p> <p>For and on behalf of <i>DORCHESTER RFC</i> Date <i>12 OCT 2023</i></p>		

Narrative – Replacement of Floodlights at Dorchester Rugby Football Club.

Over 5 years ago the floodlights on our main pitch were condemned, which prevented us from using it for training and matches. It has resulted in the over use of the other two pitches leaving them in a very stressed condition and needing time to recover. Reinstating the lights on the main pitch, with state of the art, LED units, has enabled us to rotate the pitch use to alleviate over use and to facilitate the recovery of the other pitches.

We are a busy club providing playing and training facilities with three full sized pitches, a club house and six dressing rooms. We have over 300 registered junior players, both male and female with ages ranges from under 6 years, under 16's and three adult teams. The completion of this work has enabled us to make use of all areas and will encourage more people to come and try out our sport.

Although we are situated in Dorchester many of our junior members come from the small villages surrounding Dorchester that have no community facilities especially ones that offer any physical activity promoting health and wellbeing. We encourage children to come and train from an early age. This does promote their development both physical and mental, preventing childhood obesity, developing their self-esteem whilst promoting teamwork and generally improving social skills. Studies have shown that sports clubs like ours with organised sporting activity equip children with plenty of skills that will aid them throughout their time in school and onto later life. The State of Dorset reports (MAY2022) from Dorset Council recognises that physical fitness also plays an important part in people's mental wellbeing. Participation in leisure activities makes communities feel safer and stronger, adds to health and wellbeing and reduces social isolation (source Create, Arts Council England Dec 2015). In Dorset funding cuts have been a significant threat to leisure activities particularly in the third sector. Our leisure and recreational activities can help people access the natural environment and adopt healthy lifestyles. The accessing of sporting and physical activities has been clearly linked to result in significant savings to health costs. In Dorset there are concerns that many of our young people are still physically inactive. Our project aims to contribute to addressing this issue.

Our club is also home to other groups including NHS cardiac rehab, Rock Choir, RIOT running club and various keep fit classes.

We are heavily involved with other organisations and recently hosted the Hardy Half Marathon in partnership with the Lions, Rotary and RIOT running club. Formed in 1871, we are a community club, in every sense of the word and we are completely embedded in our community.

October 2023

ITEM 9 (e) – Grant application from Dorchester Arts for Rise programme

1.	<p><i>Name of organisation.</i> (If your application is successful the grant cheque will be made payable to the name used here.)</p>	Dorchester Arts
2.	Name and address of responsible officer who should be contacted regarding this application.	<p><i>Name: Jess Beale</i> Address: The Corn Exchange, High East Street, DT1 1HF</p> <p>Tel: 01305 266926</p> <p>Email: engage@dorchesterarts.org.uk</p>
3.	Address where activities are based.	The Corn Exchange, High East Street, DT1 1HF
4.	<i>What area (community) is served?</i>	Dorchester and local surrounding areas
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	<p>Nine mothers who are experiencing post-natal depression and/or anxiety issues, who will have access to two hours each week to be creative. Each course of workshops works with our crèche ratio of 1:3, we have three qualified crèche workers allowing a maximum of 9 babies per course. We aim to run three courses per year during term time, enabling the direct support of a minimum 27 mums. Should a mum not require a crèche space we may increase the group size to 10-12. The support we give goes further than the mother herself, with positive impact spreading from her through to the rest of her family, especially her baby, and through into the community.</p> <p>This grant would enable around 9 mums, (plus their families and extended families,) the chance to move forward in their recovery by learning a mixture of possible coping strategies and ways in which they can help themselves. We aim to introduce mums to a range of activities which are either good for physical and/or mental wellbeing, which lead to better coping strategies. Mums feel empowered as they are able to help themselves, and confidence is slowly built. Alongside the creative activities specialist practitioners will lead taster sessions in relaxation and breathe work, nutrition and physical activity further enhancing mums knowledge and understanding of how to settle/control their</p>

		<p>anxiety and to improve their overall sense of wellbeing. These are all powerful steps forward. Mums are also given 2 hours of time out. For many mums this will be the only "me time" they have all week, a time to recharge, a chance to take a breath from the stress, a chance to share, a chance to support other Mums.</p> <p>Not only do perinatal mental health problems have an adverse impact on the mother, but they have also been shown to compromise the child's emotional wellbeing and development. It is increasingly clear that maternal mental health is one of the most crucial determinants of a child's mental health. Maternal mental illness has been linked to wide-ranging consequences for children, including worse mental and physical health throughout childhood and adolescence. Children of mothers with mental illness are more likely to exhibit internalising and externalising behaviour problems and – some evidence suggests – perform poorly in school. Early intervention is key, and giving groups of Mums in this area the opportunity of moving forward in a positive way through Rise is crucial. Challenging social and economic circumstances can contribute to other risk factors for poor maternal mental health. Adverse experiences in childhood and adulthood, including being in an abusive relationship, social isolation and lack of support and experiencing mental health problems prior to having a baby are important contributors – the latter of which highlights the importance of early intervention to prevent the intergenerational transmission of mental ill-health.</p> <p>By supporting mums with maternal mental illness, we are also supporting their children, their families, which in turn means that the latter groups are less likely to become part of the High Risk Groups mentioned.</p>
7.	<p><i>Present charges/ subscription/fees.</i> Please attach schedule if available.</p>	<p>The course is free to attend for participants. Please see attached excel document for costings.</p>
8.	<p>Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.</p>	<p>No</p>

9.	<p><i>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</i></p>	<p>Rise is a creative therapy programme that helps mums and families with postnatal depression and anxiety through peer-support, offering therapeutic activities and coping strategies. Ensuring early intervention for a quicker and more positive recovery, enabling mums to care for their children with optimum ability, ensuring babies have the interaction needed for full cognitive development.</p> <p>Please see below for more continuation...</p>
10.	<p><i>How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.</i></p>	<p>We are currently in the process of applying for substantial funding to sustain our health and wellbeing programme. It is hoped that this grant will cover a period of 3 - 5 years. We are leading conversations in our local area around creative health and looking at social prescribing avenues and involvement with the NHS. We will continue to apply for smaller grants and plan to start a fundraising campaign with current and previous 'Rise mums'. There has been a lot of interest from the mums for there to be a follow on type session once the 12 week course has been completed. We are hoping for a monthly mums coffee morning that will be facilitated and led by previous Rise mums providing that much needed and ongoing peer support.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>The next course will start in January 2024</p> <p>It will run for 12 weeks during term time</p>
12.	<p>Please give details of the cost of the project.</p>	<p>£3144</p>
13.	<p><i>Please give details of other grants awarded or applied for.</i></p>	<p>Tesco – £500 (awarded) Car boot - (applied) Suicide prevention fund £18,000 – (applied)</p>
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£500.00</p>
15.	<p>Any other relevant information. (Continue on a separate sheet if necessary.)</p>	<p>Please see attached – social impact study</p>
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>Signature of Applicant(s) Jessica Beale, Community Engagement Manager</p> <p>Position Held</p> <p>For and on behalf of Dorchester Arts</p>	
		<p>Date 13/10/2023</p>

Supporting document from Dorchester Arts:

Rise – Creative therapy for mums with postnatal depression and anxiety

Mums are able to focus their minds on something beautiful and therapeutic for two hours, which helps tremendously with anxiety and stress, a proven CBT distraction technique. They are also able to use the onsite crèche enabling mums to have some time to recharge and gain peer support and really focus on the activity. Our dedicated peer support has lived experience of severe PND and anxiety and is at every session; facilitating peer support, speaking to mums, listening to Mums, opening up conversations, giving hope and comfort.

Each 12 week course works with creativity and mindfulness. Each creative workshop is designed to be mindful with calming repetitive motions, a proven distraction technique with therapeutic effects. When you focus on the intricacies of something creative your brain becomes calm and the anxiety reduces.

As stated in the “Creative Health Inquiry Report”, 2017

- The arts can help keep us well, aid our recovery and support longer lives better lived
- The arts can help meet major challenges facing health and social care: long term conditions, loneliness and mental health.
- The arts can help save money in the health service and social care.

By the time the mums have finished their 3 months with us, they will have found ways to manage their anxiety and depression. They will have spoken or listened to many conversations about medication, how to cope with lack of sleep, the best apps for meditation, they will have made the most supportive and understanding friends, they will feel more confident in what they are capable of, and will feel more hope and positivity in their recovery. They will understand the importance of self-care and making some time for themselves will become part of their routine.

The course not only provides a peer supporter but also facilitates peer support. The realisation that you are not alone is a revelation, as Mums can speak openly and without fear of judgement, which is extremely powerful given the stigma attached to post-natal depression. Mums are now able to draw strength from each other and support each other which has truly wonderful results. Positivity and resilience is improved, all of which support the brain in producing serotonin and encouraging recovery. The feeling of isolation is reduced massively as mums can now work together and support each other.

All mums complete the WEMWB scale at the beginning and end of their course. This is to assess where they are when they start the course and then evaluate if the course has brought about any change/impact. At the end of the course all mums, complete a feedback form which reflects on the course content and delivery and also the impact and benefit. Mums are asked to write a testimonial which explains the impact the course has had on their mental health. Due to the nature of the session, mums often discuss the benefits, impact and need for the course - these comments are recorded by the peer supporter or art tutor and the feedback to support our on going monitoring and evaluation. We have received very positive feedback from healthcare professionals whom had mums in their care attend a course, this is something we are planning to build and hoping to formalise the feedback so it can be effectively analysed. We keep records of the work created and the mums’ creative journey. This is shared in our private Facebook group as a recognition and celebration of their achievements.

ITEM 9 (f) – Grant application from Art in Poundbury

1. Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Art in Poundbury CIC
2. Name and address of responsible officer who should be contacted regarding this application.	<p>Name David Kingman Address 8 Marsden Street Poundbury DT1 3DH</p> <p>Tel: 01305 458963 (Mobile) 07879167435</p> <p>Email: davidkingman@artinpoundbury.co.uk</p>
3. Address where activities are based.	Jubilee Hall, Poundbury Dorset
4. What area (community) is served?	Poundbury, Dorchester and surrounding districts
5. Are there any other similar facilities or services provided in the area/district?	Not to our knowledge
6. How does your organisation / activity benefit the residents of Dorchester	<p>Our aim is to encourage and enable creativity in our community as well as facilitating and curating exhibitions in our local area and, in particular, in the stunning exhibition space, Jubilee Hall.</p> <p>We involve all parts of the community from schools to retired residents to take part in our exhibitions.</p>
7. Present charges/ subscription/fees. Please attach schedule if available.	For each exhibition there is a nominal registration fee of between £10 - £30 for each artist submitting work to be included in the exhibition.
8. Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	These registrations fees are likely to remain at similar levels

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>The December exhibition will attract over 120 artists from across Dorset. It will include educational sessions each day to provide insight for those visitors interested in learning or developing art skills.</p> <p>We are seeking help with funding the Duchy of Cornwall's charge of aprox £800 for the hire of the hall</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>Future exhibitions will be held on a similar basis of registration fees and sales commission hoping to cover the costs of each exhibition. In the past some sponsors have helped to cover staging costs.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>1st December 2023</p> <p>10th December 2023</p>
12.	<p>Please give details of the cost of the project.</p>	<p>Aprox £6k</p>
13.	<p>Please give details of other grants awarded or applied for.</p>	
14.	<p>Amount of grant requested from Dorchester Town Council.</p>	<p>£500</p>
15.	<p>Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i></p>	
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s)..... <u>David E Kingman</u></p> <p>Position Held..... <u>Director</u></p> <p>For and on behalf of..... <u>Art in Poundbury CIC</u>..... Date..... <u>4/09/2023</u></p>	

ITEM 9 (g) – Grant application from Dorset Museum & Art Gallery

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorset Museum and Art Gallery
2.	Name and address of responsible officer who should be contacted regarding this application.	Name Emma Talbot Address: Dorset Museum and Art Gallery, High West Street, Dorchester DT1 1XA Tel: 01305 262 735 Email: emma.talbot@dorsetmuseum.org
3.	Address where activities are based.	Dorset Museum and Art Gallery, High West Street, Dorchester DT1 1XA
4.	What area (community) is served?	Dorchester families.
5.	Are there any other similar facilities or services provided in the area/district?	The town-based Dorchester Family Science Day was first held in 2019 the Corn Exchange. The event was extremely popular which sadly <u>lead</u> to overcrowding on the day. In 2022, the Family Science Day was reinstated at the <u>newly</u> re-furnished Dorset Museum with total of 781 visitors.
6.	How does your organisation / activity benefit the residents of <u>Dorchester</u>	The Dorchester Family Science Day is aimed at families and consists of hands-on interactive activities delivered by around <u>20</u> partner organisations allowing visitors to experience and learn about science for free . Visitors also get an opportunity to explore Dorset Museum for <u>free</u> on the day of the event.
7.	Present charges/ subscription/fees. Please attach schedule if available.	Dorset Museum current pricing structure is as follows: Adult ticket @£14.00, young person (16-25) £11.00, Child Entry FREE. The Dorchester Family Science Day will be free to all visitors and <u>will</u> include access to all public spaces in the museum on the day of the event.
8.	Are there any proposals to change or introduce charges, <u>subscriptions</u> or fees? If <u>so</u> please advise effective dates.	The Dorchester Family Science Day on 17 th March 2024 will be free to all. Tickets will be available to book and will be limited to 400 during morning and 400 during afternoon. Visitors will also be able to access all public spaces in the museum.

9.	<p>Details of the project facilities or service to be provided and how they will benefit the community. (Continue on a separate sheet if necessary.)</p>	<p>The Dorchester Family Science Day will be held at Dorset Museum on 17th March 2024 from 11am-4pm.</p> <p>A steering group will develop the programme and recommend activities.</p> <p>Dorset Museum will host the event.</p> <p>All ground floor spaces and galleries will be used to host stalls and activities.</p> <p>Dorset Museum will support planning of activities, set up on the <u>day</u> prior to the event, and on the day.</p> <p>On the day of the event staff and volunteers at the museum will provide support including managing the queue, helping to steward, coordinate drop off and pick up for staff <u>holders, and</u> steward galleries.</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>In total the event cost £740.70 in 2023. This represents <u>exceptional</u> value for such a large scale, high-quality event. The costs do not <u>include</u> any charge for venue <u>hire</u> or museum staff time.</p> <p>Activities as part of the wider Dorchester Science Festival <u>are</u> sponsored by participating partners.</p>
11.	<p>a) Proposed starting date of project or acquisition date of equipment.</p> <p>b) Estimated completion date.</p>	<p>Ongoing until 17th March 2024.</p> <p>Completion date will be 17th March 2024.</p>
12.	<p>Please give details of the cost of the project.</p>	<p>Dorset Museum would like to request £500 grant to support meeting the costs of hosting the Dorchester Family Science Day at Dorset Museum.</p> <p>The costs will go towards staffing costs at Dorset Museum which will include attending any steering group meetings if required, attending planning meetings if required, coordinating on the day prior to event and day of event, supporting the steering group on the <u>day</u> and clearing up following the event.</p> <p>Staff involved in event from Dorset Museum:</p> <ul style="list-style-type: none"> • Head of Learning (£34,566 per year including on costs) - 2.5 days of time • Learning and community outreach coordinator (£29,846 per year including on costs) - 1.5 days of time • Facilities Manager (£30,636 per year including on costs) - 2 days of <u>time</u>

13.	Please give details of other grants awarded or applied for.	No further grants to cover these costs have been applied for by Dorset Museum
14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	<p>Please find attached summary report from previous Dorchester Science Festival 2023.</p> <p>Dorset Museum and Art Gallery is cared for by the Dorset Natural History and Archaeological Society, an educational charity and custodians of the Museum's collection.</p> <p>The Dorset Natural History and Archaeological Society Charity number: 1062400</p> <p>Annual returns, accounts and trustees' annual <u>report</u> (TAR) for the last five financial periods can be viewed here: Accounts and annual returns, THE DORSET NATURAL HISTORY AND ARCHAEOLOGICAL SOCIETY - 1062400, Register of Charities - The Charity Commission</p>
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in <u>every</u> respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge <u>whether or not</u> 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 <u>available</u> please make this known when submitting the application.</p> <p>Signature of Applicant(s)...Emma Talbot</p> <p>Position Held.....Head of Learning</p> <p>For and on behalf of.....Dorset Museum and Art Gallery Date.....25.10.2023</p>	

ITEM 9 (h) – Grant application from Dorchester Chamber for Christmas Cracker insurance.

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorchester Christmas Cracker (run by volunteers to benefit Dorchester)
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Steve Bulley (Chair) Address Tel: 07570 770780 Email: cracker@dorchesterchamber.co.uk
3.	Address where activities are based.	Corn Exchange, High East/West Street and South Street
4.	What area (community) is served?	The whole of the Dorchester community
5.	Are there any other similar facilities or services provided in the area/district?	Cracker is the biggest festive event in <u>Dorchester</u> And has been since 1996. The event moved from a Thurs evening to an all-day Sunday event two years ago after Covid. We estimate over 3000 people attended in 2022.
6.	How does your organisation / activity benefit the residents of <u>Dorchester</u>	There should be around 120 local (majority DT postcodes) festive sellers including charities and not for profits organisations. (E.G Dorch men’s shed, Weldmar) The event is organised so that attendance is <u>free</u> and we always commit to having a free visit Santa area.
7.	Present charges/ subscription/fees. Please attach schedule if available.	The stall holders pay from £20-50 for the day to cover the road closure costs, signage and market costs.
8.	Are there any proposals to change or introduce charges, <u>subscriptions</u> or fees? If <u>so</u> 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>	This is a community event to encourage 1000’s into the town to enjoy a festive atmosphere with stalls, music, the children’s Santa hat parade and more.

10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	Our insurance costs have doubled in the last 3 years and this year are £469.92 and we have requested assistance from DTC.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	N/A
12.	Please give details of the cost of the project.	N/A
13.	Please give details of other grants awarded or applied for.	To cover cost of the insurance required for the day.
14.	Amount of grant requested from Dorchester Town Council.	£350.00
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	All our costs, road closures, signage, first aid have <u>increased</u> and we are asking for DTC assistance with the insurance premium of £469.92.
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in <u>every</u> respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge <u>whether or not</u> 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 <u>available</u> please make this known when submitting the application.</p> <p>Signature of Applicant(s) <i>Steve Bulley</i></p> <p>Position Held Chair – Dorchester Christmas Cracker / Vice President Dorchester Chamber</p> <p>For and on behalf of Dorchester Christmas Cracker Date 30/10/23</p>	

ITEM 9 (i) – Grant application from Dorchester Chamber for venue hire for Christmas Cracker.

1.	Name of organisation. <i>(If your application is successful the grant cheque will be made payable to the name used here.)</i>	Dorchester Christmas Cracker (run by volunteers to benefit Dorchester)
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Steve Bulley (Chair) Address Tel: 07570 770780 Email: cracker@dorchesterchamber.co.uk
3.	Address where activities are based.	Corn Exchange, High East/West Street and South Street
4.	What area (community) is served?	The whole of the Dorchester community
5.	Are there any other similar facilities or services provided in the area/district?	Cracker is the biggest festive event in <u>Dorchester</u> And has been since 1996. The event moved from a Thurs evening to an all-day Sunday event two years ago after Covid. We estimate over 3000 people attended in 2022.
6.	How does your organisation / activity benefit the residents of <u>Dorchester</u>	There should be around 120 local (majority DT postcodes) festive sellers including charities and not for profits organisations. (E.G Dorch men’s shed, Weldmar) The event is organised so that attendance is <u>free</u> and we always commit to having a free visit Santa area.
7.	Present charges/ subscription/fees. Please attach schedule if available.	The stall holders pay from £20-50 for the day to cover the road closure costs, signage and market costs.
8.	Are there any proposals to change or introduce charges, <u>subscriptions</u> or fees? If <u>so</u> 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>	This is a community event to encourage 1000’s into the town to enjoy a festive atmosphere with stalls, music, the children’s Santa hat parade and more.
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 have always been gifted use of the Corn Exchange for the indoor Christmas Fair. Now the venue is managed by Dorchester Arts there is a fee of £350 to pay.

11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	N/A
12.	Please give details of the cost of the project.	N/A
13.	Please give details of other grants awarded or applied for.	To cover cost of using the Corn Exchange for the event.
14.	Amount of grant requested from Dorchester Town Council.	£350.00
15.	Any other relevant information. <i>(Continue on a separate sheet if necessary.)</i>	In previous years we have not paid to use the Corn Exchange as the TC has gifted us the use for this community event.
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in <u>every</u> respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge <u>whether or not</u> 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 <u>available</u> please make this known when submitting the application.</p> <p>Signature of Applicant(s) <i>Steve Bulley</i></p> <p>Position Held Chair – Dorchester Christmas Cracker / Vice President Dorchester Chamber</p> <p>For and on behalf of Dorchester Christmas Cracker Date 30/10/23</p>	

ITEM 9 – (h) & (i) Supporting information – Dorchester Chamber accounts.

Dorchester Cracker Management Accounts 2022

INCOME

Sponsorship	£800.00
Christmas Stalls (net)	£2,757.00
Bid	£500.00
	£4,057.00

EXPENDITURE

Road Closures and Signs	£944.00
Insurance	£481.00
PayPal costs	£104.00
Sundries	£25.00
Ambulance crew	£210.00
Just William H&S	£105.00
Lighting	£275.00
Dorchester Arts	£100.00
St Peters	£100.00
Julia's House	£75.00
Weldmar	£39.00
Home Start	£35.00
Homeworks	£25.00
Dorchester mens shed	£49.00
Driftwood	£35.00
Stage PA	£300.00
Santa hats	£66.00
Rock salt	£28.00
Snow machines x2	£60.00
Road sign management	£175.00
Prizes	£85.00
Volunteer food 2022	£80.00
Facebook advertising	£79.00
Walkie Talkies	£50.00
Clipboards	£28.00

£3,553.00

-£3,553.00

SURPLUS / (DEFICIT) FOR THE YEAR

£504

ITEM 10.

Twinning & Cultural Activities Panel First Meeting – 2nd October 2023

NOTES

Present: Cllrs Hewitt, Chisholm, Major, Rennie & Jones.

Officers present: G. Wakely, M. Manley and T. Hurley

Apologies: Cllr S. Hosford

1. **Election of chair.** Cllr Hewitt was proposed by Cllr Rennie and seconded by Cllr Jones. Cllr Hewitt was elected as chair.
2. **D-Day 80.** The Panel had been tasked by Management Committee to oversee the development of plans for commemorate the 80th anniversary of D-Day. Officers outlined the official national guidance for activities on Thursday 6th June 2024. Members asked that local fish & chips shops be alerted to the promotion on 6/6 in relation to the beacon lighting at Salisbury Field.

Matilda outlined that the local heritage organisation / museums were planning to have vintage military vehicles and re-enactors located at various places around the town to tell the local D-Day story. This would take place on Saturday 8th June. Members asked if perhaps there could be some military vehicles on Salisbury Field for the beacon lighting along with, perhaps, some music (such as the Decadettes) and also involve local schools and cadet groups.

Members also highlighted a recently established military choir at Bovingdon and perhaps they could be involved. Officers will follow up on the above and bring back more detailed proposals to next meeting.

3. **Feedback from Lubbecke visit.** Cllr Chisholm reported that the visit had gone well and Cllr Rennie suggested that the council should send more people to any future visits. Cllr Jones asked that the programmes be printed on card.
4. **Cultural/arts twinning event in Bayeux 2024.** It was agreed to invite Mark Tattersall and Cllr Gareth Jones to attend the next Panel meeting to elaborate on their ideas.
5. **Twinning anniversaries.** The next significant anniversaries were Bayeux 70th in 2029 and Lubbecke 60th in 2033.
6. **Twinning grants & gifts.** Members sought to clarify the council's approach to twinning gifts and grants. In general, the council will provide funding where Dorchester is playing host to a visit but won't fund trips abroad. Similarly, the council will provide a significant gift to our

twinned towns when we are visiting abroad rather than when we visit them. However, the mayor does need to give a modest gift when visiting abroad.

7. **Any other twinning issues:** It was suggested that more young people should be involved in twinning activities and Emma Scott be asked to discuss with the Youth Council.
8. **50th anniversary of Dorchester Town Council.** Although the anniversary of the first council meeting would be in May 2024, it was agreed that it would be better to have an evening reception in the autumn of 2024 (to avoid clashing with Mayor Making etc) and invite previous members and staff. This could either be a standalone event or linked to a meeting of Full Council – the former was preferred.
9. **Future work plan.**
 - The need for DTC to put in place a process to recruit a new Town Crier was highlighted.
 - Cllr Rennie raised the issue of whether there should be a memorial to the late Queen – the Duchy and Marilyn Porter should be asked if there are any other plans.
 - Cllr Rennie also suggested that there should be some recognition for those who had taken part in twinning events over a long period of time.

Date of next meeting: 20th November @ 5.00pm in the Magistrates Room.

ITEM 11. Minutes Of Dorchester Arts Board Meeting 17th July 2023

Present:

Jennie Veale JV Chair
Peter Smith PS Treasurer
Mark Tattersall MT Artistic Director
Penny Treadwell PT Vice-Chair
Sasha Constable SC
Hanna Trevor HT
Mike Willdridge MW
Helen Hutchinson HH - observer and potential board member
Stella Jones SJ representing Dorset Council
David Leaper DL representing Dorchester Town Council

- 1) **Welcome** by Chair and to HH as observer with a view to becoming a board member.
- 2) **Apologies** from Annabel Eigeland
- 3) **Register** of interests or conflict of interests - none.
- 4) **Approval of minutes** of last meeting by LS, seconded by PS. HT reported later that she had been omitted from the list of those present, apology from minute-taker.
- 5) **Matters arising** - none.
- 6) **Artistic Director's Report** - report circulated prior to meeting

There has been an improvement in box office sales in the first quarter. There was discussion about publicity at the Hardye Theatre which in the autumn season will have its own programme as many more events booked. In terms of publicity inside the school, snagging work by the builders and redecorating needs to be completed before proper display boards can be installed.

On 20.7.23 there is the opening of a joint exhibition between the Dorset Museum and Dorchester Arts of photographs by Trevor Parsons. Board invited to attend. PT volunteered to serve welcome drinks.

The Autumn programme was described with booking already open for some shows. Planning for Spring '24 well underway.

MT described the *The Script's The Thing* festival event on 28th October when up to 50 15-minute scripts will be read or performed in the Corn Exchange and Tom Brown's pub. It has to be for those with Dorset connections but could potentially become an annual event with a wider spread. Seed funding has been provided by the Arts Development Company. BBC Writers Room and the National Theatre are sending representatives.

The Bayeux project is moving slowly with responses from Bayeux town council awaited. SJ reported that members of the Bayeux council were visiting in September and that may an opportunity to further discussions.

The banners for the front of the building should be in place in September and a sample of the fabric and printing was shown to the meeting.

The situation with the Town Hall Keepers is unchanged but a temporary job is being undertaken by a gap year student from Thomas Hardy School. LS asked about evening sessions for Parkinson's Dance in connection with a query by Dorchester Ballet And Dance and MT will explore.

7) **Capital Projects Update**

There is positive progress being made for the development of the front of the building. A meeting had taken place on the morning of the 17th July with the architects and Hammonds, a potential contractor (on the strict understanding that the work will go out to tender and Hammonds must bid like any other contractor). It is likely that the work can be undertaken in stages without closing the Corn Exchange. Temporary arrangements will need to be made for the bar once the existing space is used for new toilets. The work should take 16 – 20 weeks towards the end of 2024 with minimum disturbance and use of space for site office and car park. There are outstanding issues surrounding noise and fire safety to be considered. Planning permission has been submitted and work is hopefully to start mid-June.

LS questioned the proposed use of the space.

MT and Sam Wood have had discussions with Ben Holden from Hall and Woodhouse and he is sending ideas for the bar layout. He suggested that a cafe of some sort in the front of the building would be very beneficial and likely to attract good footfall if managed carefully. A discussion followed about the complications of running a cafe, catering consistency and options. A bid is being made to the Fore Trust for funds to ensure that the maximum potential for the front of the building is reached. It is planned to have a further meeting specifically for this within the next few weeks and to discuss it in depth at the away day on Aug 29th.

8) **DTC**

DL reports all well with relationship.

9) **THS**

Some IT problems remain following a cyber ransom attack on the school 3 months ago, resulting in no Wifi or internet. The relationship and cooperation between the two organisations continues to be good.

10) **Finance**

PS circulated the management accounts from Kathy Sweeting, Finance Officer, for the first quarter. The spreadsheet is available. These show a big improvement across the board though core donations down. The bills for running the building are becoming clearer though MT reports that EDF will not send electricity bills in spite of meter reading every 2 weeks. Money has been set aside for payment. HH asked about a battery for the solar panels and MT explained that a power usage analysis is needed before that decision can be made. He reported there is a biomass excess from last winter which will help with the cost of heating in this financial year.

PS stated that now finances were looking better, the board need to consider salary rises for staff. That is appropriate when the first six months of the financial year are complete, to be reviewed then. Compliments made to MT for quality of programming and management.

11) **Board recruitment and leadership.**

There was discussion over the replacement of PS as Treasurer when his term finishes in January. Discussion over advertising and DL suggested advertising in Poundbury.

Necessary skills for the job were discussed and MT reported a Job Description has been prepared.

LS suggested a name for a potential Treasurer and for a general board member but it was decided that the Treasurer post would be advertised before they were approached.

12) **Fundraising**

PT reported that most of this had come up in previous discussions during the meeting. She reported the upcoming Summer Sunday event which should make a good profit due to Minette Walters' donation and a less expensive act. There will be an autumn fundraiser called Toe the Line at the Corn Exchange in November.

13) **HR/Policies**

MT and MW had reviewed policies. There is a new risk register which DC require and which MT will circulate along with all the completed policies for comment. MT explained how the register works.

14) **Away Day**

This is to be Tuesday 29th August at Sculpture by the Lakes. There was general discussion over the programme which is likely to focus on the use of the new front of building.

15) **Next meeting**

Monday 30th October 2023

ITEM 12.

**MANAGEMENT COMMITTEE – 13TH NOVEMBER 2023
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:

Full Burial/Ashes	Grant No:	Grave Number
Dorchester Cemetery		
-	-	-
Poundbury Cemetery		
Ashes Green Area	3215	C358
Single Burials X 2	3216	352C & T.B.A.
Burial	3217	698A
Burial	3218	762B
Burial	3219	665A
Ashes (Cancelled)	3220	T.B.A.
Burial	3221	629
Burial	3222	562A
Burial	3223	T.B.A.
Fordington Cemetery		
Ashes	3213	GOR81
Ashes	3214	GOR80

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

01/9/2023 – 31/10/2023	Dorchester	Fordington	Poundbury
Interments	1	-	8
Ashes	5	1	2
Garden of Remembrance	-	2	-
Poundbury Chamber			-
Children's Plot			-