

Dorchester Town Council

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30th April 2025

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 **TUESDAY 6th MAY 2025** commencing at **7.00pm**.

Steve Newman
Town Clerk

Public Speaking and Attendance at the Meeting

The Chair 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, P. Farmer, L. Fry, W. Gibbons, J. Hewitt, F. Hogwood, S. Jones, F. Kent-Ledger (Vice-Chair), D. Leaper (Chair), R. Major, M. Rennie 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 17th March 2025 (adopted by Council on 31st March 2025). A copy of the Minutes can be found at <https://www.dorchester-tc.gov.uk/Committees/Management+Committee/Minutes>

4. Outdoor Services – Update Report – Spring

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

5. Cycling Without Age – Access to Borough Gardens

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

6. Location of bench on The Great Field

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

7. Allotments update

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

8. Weymouth Avenue Pavilion boxing facility - update

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

9. Fordington Green – Penguin Little Book Stop proposal

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

10. Heritage Information Panel – Duke of Edinburgh Gardens

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

11. Grant Applications

To consider the following applications for financial assistance:

- (a) A request from Dorchester Transport Action Group for a grant of £69 towards the cost of meeting room hire.
- (b) A request from the Dorchester Transport Action Group for a grant of £500 towards the cost of a cycle fun ride to promote active travel.
- (c) A request from the William Barnes Society for a grant of £200 towards the *Barnes for All* project.
- (d) A request from the Talk About Trust for a grant of £500 towards the Holiday Hangout session for young people on 14th August 2025.

12. Notes of Twinning & Cultural Activities Panel meeting

To receive the enclosed minutes of the Panel meeting 17th March 2025.

13. Cemetery Matters

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

To note the grants of Exclusive Rights of Burial issued and the number of interments,

burials of ashes and uses of the South Chapel at Dorchester Cemetery since the last meeting of the Committee (enclosed).

(b) Headstones and Inscriptions

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 – 6TH MAY 2024 OUTDOOR SERVICES – UPDATE REPORT - SPRING

1. The Spring period has seen ongoing maintenance work being heavily influenced by the mild weather which resulted in the commencement of grass growth in several areas. Previously saturated soils dried rapidly during this period enabling a prompt start to grass cutting works.
2. **Borough Gardens**
 - 2.1 Main work revolved around the maintenance of annual bedding plants and bulbs for spring flowering. The weather, being dry and cool at night, saw the perfect conditions for a prolonged bulb display which started with Snowdrops followed by daffodils, Hyacinths and finally tulips which are still showing good colour at the time of writing. The displays have been very well received by users of the gardens with compliments to the team on an almost hourly basis at times.
 - 2.2 The team have completed the planting and mulching of the 'hot bed' located between the two sets of tennis courts. This area features mainly herbaceous plants that have flower colours in the red/yellow and orange range with some contrasting blues and purples. This planting will again add further colour and interest to the Gardens and particularly at the southern end where numerous projects have been carried out over the last 6 years to improve the appearance and quality of provision. The plants are now starting to grow strongly as warmer night temperatures occur.
 - 2.3 The newly planted Viburnum plants, located near the gym area, are currently flowering. These will in time grow to produce a very bright feature as they display flat tables of white flowers in the early summer which will lift the area in terms of variation in colour from the predominant green.
 - 2.4 The team worked very hard to achieve as high a standard as possible for the annual green flag judging which this year took place on the 11th of April. The gardens looked at their best, which was assisted by warm and sunny weather on the day. Comments from the judge were very positive. Results will be announced in the summer.
 - 2.5 Earlier this year, the Council was approached by the national charity *Sport in Mind* with a proposal to offer free tennis sessions at Borough Gardens for those struggling with their mental health. The free drop-in sessions started in March and take place every Thursday at 2.00pm and no booking is required. The *Sport in Mind* coach, Clive Stowe, is specially trained and provides participants with all necessary equipment. *Sport in Mind* will provide the council with detailed evaluation after the first six months of operation and this will be reported to Committee in the autumn. In the meantime, the local NHS team referring clients to the scheme has reported that "the tennis in Dorchester is amazing, courts and location is ace, numbers seem good, my team are taking their clients – so happy".

3. Outdoor Services team

- 3.1 The Outdoor Services team have been carrying out maintenance works to ensure facilities are of a good standard. Staff have carried out routine maintenance and repairs in several play areas. The shrunken and raised margins of safety surfacing at Borough Gardens requiring attention will be repaired in the coming weeks. The surface material used is very temperature and weather dependent, so work has been delayed until the warmer night temperatures arrive.
- 3.2 Several more allotment areas have been cleared and cut to enable letting as part of a wider initiative to both reduce waiting lists and increase awareness of available plots and uptake. This has resulted in a large amount of waste being removed from some plots which has had an impact on the waste budget for the service area.
- 3.3 A survey was carried out on all synthetic grass type safety surfaces in all play area sites across the town, many of which have been in place for over 12 years and are approaching end of useful life. The results will be reported to the next Management Committee meeting.
- 3.6 As reported previously, the fence adjacent to the boundary wall at Frome terrace was removed along with all vegetation. As part of that work a short report has now been received from a structural engineer giving an indication of works required.



In summary, the report does not find any significant structural issues with the wall and other works include continued removal of vegetation to prevent further damage to pointing etc.

- 3.6 The team commenced removal of the fencing at Holmead Walk play area on 17th March. The fencing was not galvanized prior to painting and deteriorated very quickly. The paint had been blistered by rust leaving a potentially hazardous surface. Contractors carried out installation works in the week commencing 24th March. These were completed in early April, the Outdoor Services team then installed paving to the two entrance gate areas. The play area is open and was enjoyed by many over the easter holidays.

- 3.7 Members who attended the summer site visits in 2024 will recall visiting Poundbury Crescent play area and looking at the condition of the fencing on the road boundary of this site. A request has gone to contractors to price for the removal and replacement of the fencing. In addition, the old roundabout on site is to be removed due to failed bearings and general corrosion. This will be replaced in the summer. The old junior slide unit was removed from site, corrosion issues addressed, and it has been repainted. It will be repositioned along with new safety surfacing in the coming weeks.

4. Cemeteries

- 4.1 Routine maintenance has continued within the cemeteries including small tree maintenance, litter collection and gravedigging. Full burials have again been lower in number over this period.

5. Biodiversity

- 5.1 Further formative pruning was carried out to the trees at Kings Road and at The Great Field.
- 5.2 As part of the ongoing conversion of as much of the council's internal combustion engine equipment to battery powered, the outdoor services and gardens team are trialing a new battery system which should see the removal of all non-specialist conventionally fueled pedestrian operated equipment such as brush cutters, blowers, hedge trimmers and push mowers. The project will be costed and then sources of funding such as Dorset Council's Low Carbon Dorset initiative will be investigated to try to secure additional funding for the project.

6. The Great Field

- 6.1 Town Council staff installed an accessible picnic table adjacent to the children's play area. The table was generously funded by Poundbury Community Trust. Works included the creation of a hard standing easily accessed from the main path network and construction of small retaining edges to prevent soil and bark falling onto the surface. Feedback to staff on site has been very positive. Shrubs removed to allow the positioning of the seat were used to "gap up" spaces in planting elsewhere in the play area.



- 6.2 Maintenance of The Great Field has carried on with works to shrub beds in and around the play area and by *People Need Nature* in the “swale” area which is currently showing a fantastic display of cowslip flowers for passersby to enjoy.



- 6.3 The team has again undertaken repair works to the path network in the northeastern corner where erosion, caused by heavy rainfall, had created numerous ditches and trenches in the path surface. Based on the success of the previous works, further “grips”, (small channels) into the adjacent grass verge to enable water to run off before it becomes strong enough to erode the path surface, have been carried out. It is anticipated that further work will be required to manage this problem on a routine basis.

7. Staffing

- 7.1 Ongoing staff training is booked for members of the team for both safe working at height and in the safe use of woodchippers. A member of staff will also undergo training in the safe use and operation of tractors to increase trained driver capacity.
- 7.3 Training of unskilled members of the team, which has been taking place over several years, is now almost complete and several members of the team have now completed subsequent practical experience period to allow them to progress to semi-skilled or skilled grades from their current positions.

8. Arboriculture

- 8.1 Works to remove dead and diseased trees and trees that present a danger to adjacent property have commenced at the nature reserve at riverside. Prunings and logs have been retained on site so as to create eco piles providing food and habitat for a wide range of

wildlife. In addition, where safe to do so, trees are being left as standing monoliths to again provide food and habitat.

Carl Dallison
Assistant Town Clerk, Outdoor Services
Dorchester Town Council

ITEM 5.

MANAGEMENT COMMITTEE – 6TH MAY 2024 CYCLING WITHOUT AGE - APPLICATION TO CYCLE TRISHAWS IN BOROUGH GARDENS

1. Background

- 1.1 The Town Clerk was approached by Cycling Without Age (CWA) on two separate occasions with a request to allow them to enter and travel through the Borough Gardens with Battery assisted Tri-shaws carrying clients. Both requests were refused by the Town Clerk. The organisation has now formally requested that the matter be reviewed by Management Committee and have submitted a paper for consideration, attached as *Appendix A*.

2. Current situation

- 2.1 There is currently no cycling allowed under the Borough Gardens' byelaw: *Pleasure Grounds 1991*.
- 2.2 On-site staff currently politely enforce this by requesting cyclists and older scooter users dismount or leave the Gardens. Cycle racks are provided at entrances to allow cyclists to securely store their bike for the duration of their visit. The council reserves the right to ban frequent or vexatious riders from the gardens.
- 2.3 Currently staff face challenge to the no cycling rule:
- From people deliberately ignoring the ruling.
 - People taking offence to being told not to cycle.
 - People claiming there is no signage.
- 2.4 Staff have faced abuse and foul language whilst trying to enforce the rule and physical contact from cyclist riding past them.
- 2.5 Staff have received complaints from other users about people riding in the Gardens.

3. Considerations

3.1 Positives

- 3.1.1 A limited number of people, who may be aged and/or have health conditions of varying severity, could benefit from access to the gardens.

3.2 Negatives

- 3.2.1 Staff already face challenge regarding enforcing no cycling in the Gardens.
- 3.2.2 Users already complain about cycle use.

- 3.2.3 Staff will be challenged by other cyclists as to why tri-shaws can use the Gardens and they cannot.
- 3.2.4 Staff morale would be affected by the erosion of certainty of position when enforcing no cycling.
- 3.2.5 Much of the path network in the Gardens is not wide enough for the trishaws to access without others having to move out of their way.
- 3.2.6 The Gardens are, as much as possible, non-vehicular, allowing people of varying physical and mental abilities to enjoy walking without concern for approaching cycles from either in front or behind them.
- 3.2.7 Parents can allow their children to play freely in the gardens without concern for cycles, this play can involve running along and crossing paths.
- 3.2.8 Related to 3.2.6 and 3.2.7, collisions have occurred at other sites where other CWA trishaws were allowed access to cycling controlled pedestrian areas.

4. Officer Recommendation

- 4.1 The previous decision by the clerk to refuse access to the gardens is upheld and the request refused.

5. Decision

- 5.1 Members of the Management Committee are asked to decide on whether to allow use of Borough Gardens by tri-shaws operated by Cycling Without Age.

Carl Dallison
Assistant Town Clerk, Outdoor Services
Dorchester Town Council

ITEM 5 - APPENDIX A.

Cycling Without Age – Request for Access to Borough Gardens

1. Cycling Without Age is a movement started in Denmark in 2012 by Ole Kassow. Ole wanted to help his neighbours at the local nursing home get back on their bicycles, but he had to find a solution to their limited mobility. The answer was a trishaw and he started offering free bike rides to the residents of Kærbo nursing home. Ole grew up with a father who used a wheelchair so he knew first hand what the lack of mobility can lead to in terms of stigma and isolation.
2. Since 2012 the organisation has established branches, or “chapters” throughout the world. There are about 40 such in England and Wales, including Dorchester, Portland and Weymouth.
3. The Dorchester CWA has two trishaws and offers rides to residents from about 10 care homes. Our passengers are nearly always elderly, usually with significant health conditions, and are accompanied in their trishaw by a carer. Each trishaw is battery-assisted, with “pilots” doing the pedalling. Although the trishaws can in theory be ridden at speeds of up to 12 miles per hour, we normally operate at walking speed or less, in order to be able to converse with passengers.
4. Most trips tend to be around Poundbury, including the Great Field. Recently, however, care homes further afield have asked to be included. Specifically, we now offer rides to Culliford House (Icen Way), Somerleigh Court (Somerleigh Road) and Dorchester Connect (Acland Road).
5. Rides usually last for 1 hour and it does not make the best use of time to bring residents from these homes to Poundbury. Moreover, traffic conditions are not conducive to taking elderly passengers along major roads by trishaw. For that reason, we tend to look to organise outings along South Walks. It would be much more convenient and enjoyable if the care home residents were allowed to go round Borough Gardens, as they are such a pleasurable part of the town. Without the sort of motorised support provided by a trishaw, it is difficult to see how our clientele could ever get to see Borough Gardens.
6. The specific approval sought by CWA is to allow two trishaws occasional access to Borough Gardens. Dates are fixed well in advance and can be provided to the Town Council. Each of the three care homes referred to above has a maximum of two outings a month, either from 10:30 to 11:30 or 13:30 to 14:30, always on weekdays. Given that the hour allocated has to include picking up from and delivering back to the care home, it can be seen that the amount of time spent in Borough Gardens would be strictly limited.
7. CWA is grateful for the consideration that has previously been given to its request by the Council’s officers. We understand that staff have difficulty in enforcing the byelaw forbidding cycling in the gardens but do not understand why allowing trishaws, which are essentially mobility vehicles for the elderly, is likely to encourage the wider, and unrestricted use of cycles in the gardens.
8. In the light of the reasons outlined above, Cycling Without Age (Dorchester) now asks for its request to be formally considered by the Town Council’s management committee.

ITEM 6.

MANAGEMENT COMMITTEE – 6TH MAY 2024 LOCATION OF DONATED SEAT AT GREAT FIELD ADJACENT TO BUS STOP

1. Background

- 1.1 The Town Clerk was approached by Councillor Frances Hogwood regarding the possibility of locating a new public seat at The Great Field in the area of the bus stop on Bridport Road.

2. Current situation

- 2.1 There are no seats located in this area that can be used by people waiting for a bus. The bus stop is well used and particularly by people who find standing for a long time difficult.
- 2.2 There are no seats located close to the location for people walking along Bridport Road who may require to rest after walking up the hill.

3. Proposal

- 3.1 To locate one seat near to the bus stop on land managed by the Town Council, the seat to be facing the road and have a slab base (see Plan A). The design to match existing metal framed seats on site. The location would as near to that indicated on Plan A as allowed by tree roots, ground conditions etc.
- 3.2 The seat would be funded by a crowd funding initiative rather than at the expense of the council.
- 3.3 The seat could have a plaque positioned on it recognising the fundraising effort, paid for by funds raised.
- 3.4 The seats would be donated according to the conditions contained in the seat donations policy which is applied across the Town Council's land areas within Dorchester.



Plan A Showing general site and location of seat



Plan B Photograph of proposed location

Members should be aware that the location of the seat may vary slightly due to as yet unknown ground conditions/obstructions.

4. Decision

- 4.1 Members of the Management Committee are asked to decide on whether to agree to the siting of the seat at The Great Field with the conditions as described in section 3 above.

Carl Dallison
Assistant Town Clerk, Outdoor Services
Dorchester Town Council

ITEM 7.

MANAGEMENT COMMITTEE – 6TH MAY 2024 ALLOTMENTS UPDATE

1. At its meeting in March 2025, the Committee considered the future management of the council's Louds Mill allotments. At that point, the Louds Mill allotments were not offered to any new tenants given the council's aspirations to address the need for affordable housing in the town – as a result only 5 of the 11 plots were rented out. It was agreed by the Committee that the matter of the future use of the site be referred to Policy Committee for consideration.
2. Policy Committee subsequently decided to instruct the Town Clerk to discuss with Dorset Council's planners the possibility of the Louds Mill allotment site being used for affordable housing. The final decision to put the site forward for development, if that was indeed a possibility, would be a matter for the next Council post-2029. In the meantime, the council would seek new tenants for all vacant plots on the basis of one year tenancy agreements.
3. The council has, therefore, actively promoted the availability of the vacant plots at Louds Mill and also changed the sub-division of plots so as to increase the number available. Allotments are advertised on Facebook, Next Door and via posters in the town centre and Borough Gardens.
4. With regard to the council's other allotment sites, there are approximately ten people on the waiting list and approximately three vacant plots.
5. The process of inspecting allotments (to ensure adequate cultivation) will begin in May and the tenants of any inadequately maintained plots will then receive a warning letter highlighting the risk of their agreement being terminated unless action is taken.

**Assistant Town Clerk (Corporate)
Dorchester Town Council**

ITEM 8.

MANAGEMENT COMMITTEE – 6TH MAY 2024 WEYMOUTH AVENUE PAVILION BOXING FACILITY - UPDATE

1. At its meeting in January 2025, the Committee agreed The Committee agreed that Launchpad Dorset CIC be offered an initial five-year agreement to occupy the boxing club room in Weymouth Avenue Pavilion for a rent of £6,000 per annum.
2. The initial lease period will be for 5 years from 1st February 2025 but can be extended by the tenant for a further 5-year period at the end of each lease period. The Council reserves the right to break the lease at the end of the first year of the initial 5-year term should the tenant be considered to not be abiding by the terms of this lease.
3. The Chair of the Committee has met with the directors of Launchpad Dorset and attended on of their 'Life in Balance' classes which provide boxing-based exercises for those with a range of disabilities, such as Parkinsons. The aim of the class is to improve fitness and co-ordination.
4. Launchpad Dorset has fitted out the boxing club room using both newly purchased and existing equipment (left by the previous club).

**Assistant Town Clerk (Corporate)
Dorchester Town Council**

ITEM 9.

MANAGEMENT COMMITTEE – 6TH MAY 2024 FORDINGTON GREEN – PENGUIN LITTLE BOOK STOP PROPOSAL

1. The council has received a request from residents in Fordington for permission to install a small book exchange box on Fordington Green. The council owns the Green and its permission is, therefore, required.
2. Residents are applying to a scheme operated by Penguin Books Ltd which is described as follows:

On 30th July it's Penguin's 90th birthday. We're celebrating 90 years of reading moments, and everything that books mean to communities with an exciting new project: 90 Little Book Stops.

Little Book Stops are book exchange spots that live in your neighbourhood. The first was installed as a 'Little Free Library' in 2009 in the US state of Wisconsin, sparking a global network of over 200,000 book boxes.

We're thrilled to be working with the non-profit Little Free Library who run the network to celebrate our 90th birthday.

Full details of the scheme can be found at:

<https://www.penguin.co.uk/discover/campaigns/90-little-book-stops>

3. Under this scheme, communities need to submit a bid to host one of the 90 'Little Book Stops' that Penguin are giving away. The deadline for applications was 1st May 2025 and so the Fordington residents have submitted an application (see **Appendix A**) with the stated caveat that the Town Council's permission is being sought.
4. If a 'Little Book Stop' is donated to the Fordington residents, the one of them will need to become its steward and be responsible for maintenance and upkeep. An exact location has yet to be agreed but it is proposed that this decision be delegated to the Town Clerk.
5. **Recommendation:** Members are asked to consider giving permission for the installation of a Penguin 'Little Book Stop' on Fordington Green in a location to be agreed by the Town Clerk.

Assistant Town Clerk (Corporate)
Dorchester Town Council

ITEM 9 - APPENDIX A – COMMUNITY APPLICATION TO PENGUIN BOOKS LTD

Primary contact: Sharon Morgan

Secondary contact: Rebecca Lardner

Name of the council, borough, or county where the Little Book Stop will be located: Dorset Council (within area of Dorchester Town Council)

Why is access to books important at this proposed location for a Little Book Stop?

Fordington Green is a rare and much-loved pocket of green space that sits at the heart of a close-knit, historic, and socially and economically diverse neighbourhood. Surrounded by homes and local shops, it is a place for pause: a place to chat, to eat, to listen to music, to walk dogs, or simply to breathe.

This may sound a little too perfect. The reality is that like everywhere, any community needs an injection of something new to keep it cohesive, healthy, and strong.

Placing a Little Book Stop here fosters well-being on many levels: it makes books accessible where people already come together; it extends a gentle, unobtrusive invitation to slow down, take a moment, and to take a look. It supports informal and lifelong learning, invites quiet moments, raucous discussion, and fresh eyes for us all. This may be elders reading to children whilst sitting on a blanket or a bench, teens discussing a graphic novel, or neighbours swapping books or their own personal stories.

In a place that no longer even appears on a map, this little library would become a visible, lasting interchange for the stories that connect us and our ties that bind.

What impact do you think a Little Book Stop will have on this community?

Fordington community has always comprised relative wealth and hardship, and continues to this day.

A Little Book Stop on Fordington Green would be a powerful spark for connection, learning, and community spirit.

This tiny box of stories and ideas has the potential to do something quietly extraordinary: to bring people together face to face. Whether neighbours chatting while waiting for fish and chips, dog walkers swapping stories, or friends gathering for summer music nights, the Book Stop would encourage spontaneous exchanges, shared moments, fresh ideas, and reflective pause for thought.

Sharing books weaves the same spell as sharing food – it's impossible to do without getting caught up in the magic yourself. We can't predict exactly how this Little Library will shape our community, but we know it will be meaningful. Our hope is that it strengthens intergenerational ties, sparks creativity, or simply brightens someone's day.

And who knows? Perhaps one day, Penguin will publish *A Year in the Life of a Community Book Stop*, and Fordington Green will have its own story to tell.

What is your plan to ensure an ongoing book supply?

The intention is to combine community enthusiasm with thoughtful and inclusive planning. Residents are already eager to donate, and we foresee this as the mainstay of everything; from children's books to fiction, non-fiction, local history, and graphic novels. We'll invite donations through schools, our tiny local café (which may host a donation basket), and community events. A volunteer group of 'book stop stewards' would oversee regular upkeep. We would work with our local youth groups and schools to stock young adult fiction, graphic novels, and interest-based reads (including gaming, mental health, or environmental issues); and to encourage teens to share their books and opinions with their peers and wider community.

We intend to give as many as possible in our community ownership of the space and to strengthen intergenerational ties through shared storytelling.

For sustainability, we'll repurpose materials where possible, and speak with the church and the café about the possibility of hosting a separate 'vintage shelf' to house special or rare books for safekeeping while still being shared, if this need arises.

In this way, every corner of the community could strengthen their connection through the Little Book Stop.

How do you intend to maintain the state and condition of the Little Book Stop? Regular visits, and by fostering a sense of ownership and pride in the Little Book Stop through implementing the initiatives outlined above.

Does this proposed Little Book Stop aim to celebrate a local individual or organisation that champions reading? Yes. Our approach is to strengthen our local and wider network of organisations that champion reading. Our aim is to engage with primary schools, the children's ward at our local hospital, the library, Waterstones, and independent book shops (including charity shops). We would also celebrate Book Week and showcase The Little Book Stop at the St Georges Fair held annually on The Green.

Have you ever been involved in any other projects that promote access to books, literacy, or champion reading? Yes. When living and working on Barnes Common, I wrote a children's story about a local oak and dragon as an alternative to posting a 'do not climb' notice on one of the Common's oldest trees. During lockdown, it was selected to be [narrated by Niamh Cusack](#) as part of Barnes at Bedtime. Later, there was a collaboration with Picassos in the Park, a local children's art group, using the story as inspiration. This collaboration continues, and *The Oak and the Dragon* will again serve the local community; this time as the focus of a free art and storytelling walk-in workshop at the 2025 Barnes Kids Literary Festival, where anyone can quietly listen to the story, contribute to the creation of a community 'dragon' installation – or both!

ITEM 10.

MANAGEMENT COMMITTEE – 6TH MAY 2024 HERITAGE INFORMATION BOARD – DUKE OF EDINBURGH GARDENS

1. Back in 2023 the Dorchester Joint Heritage Committee considered a proposal from a local resident for a fully funded historical information panel about the 'Poundbury Romano-British Farmstead'.
2. The Heritage Committee proposed some amendments to the Panel which were made and then gave its approval.
3. The original proposal was for the information panel to be located at Crown Square and the Duchy of Cornwall has been considering a suitable location.
4. The local resident has been in contact proposing that a more suitable location would be Duke of Edinburgh Gardens which will be under lease to the Town Council in the near future.
5. A copy of the proposed board is attached to this report – **Appendix A**.
6. The Committee is asked to consider whether, subject to consent from the Duchy of Cornwall, it would be agreeable to having the information board installed at Duke of Edinburgh Gardens. As mentioned, the cost of producing the board and the stand has been funded but Town Council staff would undertake the installation.

Steve Newman
Town Clerk

ITEM 10 – APPENDIX A

Poundbury's Roman Era Farm

When Britain was part of the Roman empire from about 1600 to 2000 years ago, the ground on which you are standing was farmed by the descendants of the ancient tribe known as the Durotriges.

They grew wheat, barley, and cabbages. They didn't have any potatoes, tomatoes, or sugar back then.

Their diet included soft, sticky gruel or porridge. Some of them had tooth decay because they didn't clean their teeth often enough.

At Poundbury Farm, they raised lots of sheep, all of which had horns, as well as cows, but hardly any pigs. They also raised chickens. They had small horses the size of modern ponies.

Besides what they grew on their farm, they also ate wild radishes, vetch (sort of like peas), hazel nuts, limpets, cockles, and oysters.

To sell what they produced, they travelled to nearby Dumovaria, today's Dorchester.

They wore hobnailed shoes. Sometimes they lost coins and jewellery such as the brooch which the woman in the picture is wearing. Archaeologists found that brooch in what is now Victoria Court.

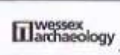
Most of their houses were near Peninsula Way and just this side of Pavilion Green. Their houses were largely made of wood, with thatched roofs. Hardly any of their windows had glass, and their houses didn't have fancy mosaic floors like you can see in the Roman town house behind County Hall in Dorchester.



A 2nd or 3rd Century ornate silver disc brooch made with blue stones and glass was found during the excavation.



Discover Dorchester...



ITEM 11.

MANAGEMENT COMMITTEE – 6TH MAY 2024 GRANT APPLICATIONS

1. In the current financial year, the Council's small grants budget is £10,000. The grant scheme is used to support discrete projects which directly benefit the Dorchester community. Grants are typically between £50 and £500.
2. The Committee has already allocated the following grants from the **2025-26** budget:

Organisation	Project	Requested	Awarded
Visible Women UK	Sylvia Townsend-Warner statue	£1,000	£500
Dorchester Cricket Club	Cricket nets	£1,000	£500
Kushti Bok	Gypsy, Roma & Traveller history event	£500	£500
Katy Jones	Hardy Har! comedy festival	£500	£300
South West Dorset Multi-cultural Network	One World Festival	£500	£410
Bean on the Green Cafe	Noticeboard	£500	£0
Vinyl Van	Pride Picnic event	£500	£360
Total awarded			£2,570
2025-26 budget remaining			£7,430

3. The £250 remaining in the 2024-25 grants budget at year end was used to pay a grant of £250 to the Weymouth & Dorchester Parkinsons Group as agreed by the Committee at its March 2025 meeting. This is not, therefore, shown in the table above.
4. A full list of all the grants awarded by Management Committee from April 2024 until March 2025 can be viewed here: <https://www.dorchester-tc.gov.uk/docs/downloads/Grants-awarded-2024-25.pdf>
5. The grant application form sets out all the essential criteria that applicants must meet (<https://www.dorchester-tc.gov.uk/docs/downloads/Grant-application-form-2024.pdf>), however it is worth noting the following key requirements:
 - The Council will usually only consider requests for specific projects, not on-going or revenue costs.
 - Grant applications for events/activities that have already taken place will not normally be considered.

- Grant applications for events aimed at raising money for distribution to a wide range of other charities and organisations will not normally be considered.
 - The Town Council as a body does not affiliate to any political party or religion therefore will not provide grant aid to support any religious group or activity in the town. By law the Town Council cannot offer financial assistance to any political party.
 - The size of the grant should be commensurate with the benefit delivered.
6. The Committee is requested, therefore, to consider the applications below which have been received since its last meeting.

Assistant Town Clerk (Corporate)
Dorchester Town Council

ITEM 11 (a) – Grant application from DTAG

1.	Name of organisation.	Dorchester Transport Action Group (DTAG)
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Giles Watts Address:
3.	Address where activities are based.	Dorchester and surrounding villages
4.	What area (community) is served?	Residents in Dorchester and surrounding villages
5.	Are there any other similar facilities or services provided in the area/district?	No
6.	How does your organisation / activity benefit the residents of Dorchester	<p>The objects of DTAG are to:</p> <p>The Dorchester Transport Action Group (DTAG) aims to:</p> <p>i) Improve sustainable transport provision for the people of Dorchester and the surrounding area, particularly to help those without access to a car and to make low carbon alternatives to car use more attractive, recognising the importance of the Climate and Ecological Emergency Strategy.</p> <p>ii) Work with both Dorchester Town Council and Dorset Council and neighbouring TAG's to provide informed input to proposals that deliver the aims set out in Object "i".</p> <p>iii) Set out a long-term vision for the transport system in Dorchester and the surrounding using the principles set out in Object "i".</p> <p>iv) Work with bus and rail operators and other local transport organisations to make constructive suggestions about how local public transport provision may be improved.</p>
7.	Present charges/ subscription/fees.	None
8.	Are there any proposals to change or introduce charges, subscriptions or fees?	None
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.)	DTAG will run a public meeting on Wed 18 th June 2025 in the Town Hall at the Corn Exchange. This will be an open meeting to anyone in Dorchester and the surrounding area. The purpose will be to inform members of the public about the work that DTAG is doing, to invite members of the public to discuss their issues with transport in Dorchester and by asking them to be involved in "The Big Transport Conversation" about the future of transport in Dorchester.

10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future – donations, charging, grants, other etc.	This will be an annual public meeting but we are only asking for a grant to cover the cost of this year's event.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	The public meeting will take place in the Dorchester Town Hall on Wed 18 th June 24 7.00-9.00pm.
12.	Please give details of the cost of the project.	The cost is £69.00 to Dorchester Arts
13.	Please give details of other grants awarded or applied for.	None
14.	Amount of grant requested from Dorchester Town Council.	In previous years DTC have kindly agree to pay Dorchester Arts directly. If this is not possible we use banking facilities through Dorset Climate Action Network and the account details are: <i>Provided</i>
15.	Any other relevant information.	None
16.	<p>Declaration</p> <p>I declare that the information given on this application is true and complete in every respect.</p> <p>I understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....</p> <p>Position Held:.....Secretary of DTAG</p> <p>For and on behalf of.....Dorchester Transport Action Group... Date:...17th April 2025</p>	

ITEM 11 (b) – Grant application from DTAG

1.	Name of organisation.	Dorchester Transport Action Group (DTAG)
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Giles Watts Address: Provided
3.	Address where activities are based.	Dorchester and surrounding villages
4.	What area (community) is served?	Residents in Dorchester and surrounding villages
5.	Are there any other similar facilities or services provided in the area/district?	No
6.	How does your organisation / activity benefit the residents of Dorchester	<p>The objects of DTAG are to:</p> <p>The Dorchester Transport Action Group (DTAG) aims to:</p> <p>i) Improve sustainable transport provision for the people of Dorchester and the surrounding area, particularly to help those without access to a car and to make low carbon alternatives to car use more attractive, recognising the importance of the Climate and Ecological Emergency Strategy.</p> <p>ii) Work with both Dorchester Town Council and Dorset Council and neighbouring TAG's to provide informed input to proposals that deliver the aims set out in Object "i".</p> <p>iii) Set out a long-term vision for the transport system in Dorchester and the surrounding using the principles set out in Object "i".</p> <p>iv) Work with bus and rail operators and other local transport organisations to make constructive suggestions about how local public transport provision may be improved.</p>
7.	Present charges/ subscription/fees.	None
8.	Are there any proposals to change?	None
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>Following on from the "Streets Alive" event DTAG organised in 2023, DTAG are organising a fun cycle ride through the streets of Dorchester to highlight the benefits of "Active Travel" and the lack of suitable cycling infrastructure.</p> <p>The event will start and end from the Great Field in Poundbury on Sun 13th July 12.00-15.00 and is intended to be for cyclists of all ages - we would especially</p>

		encourage parents with their children. The event will be professionally run through the "Kidical Mass" scheme with qualified people leading the cycle ride and marshalls at key points along the route. The route itself will be no more than a couple of miles to the centre of town and back and we may also run a lap around the Great Field for very young cyclists.
10.	How, if the project is ongoing, will you plan for it to become financially sustainable into the future.	We will see how this event goes before considering making it an annual event.
11.	a) Proposed starting date of project or acquisition date of equipment.	Sunday 13 th July from 12.00-15.00. The cycle ride will start and finish at the Great Field in Poundbury and the cycle route will mainly be through the centre of Dorchester Town.
12.	Please give details of the cost of the project.	The budget for the event is £2000. Costs include: Travel expenses for qualified cycle leaders (£200) St John Ambulance (£250) Hire of portable sound equipment (£150) Publicity and advertising including posters (£200) Signage (£200) Contingency (£200) If possible, we would also like to hand out "Streets Alive" branded reflective jackets for children at a cost of about £500-700 for 100 although this is obviously dependent on an external sponsor.
13.	Please give details of other grants awarded or applied for.	None yet. Are intending to try Dorset Council, companies and individual sponsors.
14.	Amount of grant requested from Dorchester Town Council.	The request of for a grant of £500 from Dorchester Town Council towards the costs of this event.
15.	Any other relevant information.	DTAG using banking facilities through Dorset Climate Action Network. The account details are: <i>Provided</i>
16.	<p>Declaration</p> <p>I declare that the information given on this application is true and complete in every respect.</p> <p>I understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....</p> <p>Position Held:.....Secretary of DTAG</p> <p>For and on behalf of.....Dorchester Transport Action Group... Date:....23th April 2025</p>	

ITEM 11 (c) – Grant application from the William Barnes Society

1.	Name of organisation.	William Barnes Society (WBS)
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Jane Ashdown, Secretary Address: <i>Provided.</i>
3.	Address where activities are based.	For the purposes of this grant application, activities will be based at the Dorset History Centre, Bridport Road, Dorchester. The WBS has been successful in raising just over £24,000 toward funding professional archivist services at the Centre. This archival work will ensure much greater accessibility to the collection of William Barnes (1801-1886) related materials that are now stored at the Centre.
4.	What area (community) is served?	About a third of the WBS members live in Dorchester. The Society also has members from across Dorset villages and towns and in other parts of the country. The Society also has members in the USA and Australia. The Society organises a number of events that are open to the public and Society members take part in readings of Barnes' poems at local heritage events and fairs.
5.	Are there any other similar facilities or services provided in the area/district?	The WBS is the only organisation dedicated to the life and work of William Barnes.
6.	How does your organisation / activity benefit the residents of Dorchester	The Society's mission is to celebrate the life and work of William Barnes as the Dorset dialect poet and an educator and parish priest. Barnes life and poetry are integral to the history of Dorchester. His statue in St. Peter's Churchyard reflects his importance to the town. His legacy includes the Dorset Museum and Art Gallery – he was a co-founder. Barnes and others were instrumental in preventing the new railway to Dorchester going through Maumbury Rings. Barnes life and work has provided a lasting legacy to Dorchester and its residents.
7.	Present charges/ subscription/fees.	Society membership fees remain at £12 for an individual and £14 for a family.

8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	There are no plans to raise membership fees at this time. However, in light of the fundraising campaign the Society has dedicated all proceeds from events beginning last April (2024) toward the fundraising appeal, "Barnes for All."
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.)	The 'Barnes for All' project: When William Barnes died in 1886, he left behind a wonderfully varied and extensive collection of writings, poems, sermons, letters, posters, woodcuts and engravings that are now housed at the Dorset History Centre. To lift the lid on the boxes that contain this remarkable collection is to open a door into Victorian Dorchester and the life and times of Barnes. The services of a professional archivist based at the History Centre will ensure that this treasure trove of materials in the heart of Dorchester is accessible for generations to come and to all who are interested in the life and work of William Barnes.
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 fundraising appeal goal is to raise at least £35,000 to provide a one-year salary for an archivist at the Dorset History Centre.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	September 2025 September 2026.
12.	Please give details of the cost of the project.	£35,000 (salary)
13.	Please give details of other grants awarded or applied for.	We received a grant of £5,000 from the Valentine Trust and £2,500 from the Cooper Dean Foundation. Along with donations from individuals and event ticket sales we have raised just over £24,000.
14.	Amount of grant requested from Dorchester Town Council.	The DTC generously committed to a grant of £300 in the 2024 application the Society made. The Society was delighted to receive the support of the DTC and has included the DTC icon on publicity materials with permission. This current request seeks a further £200 to bring the total amount granted by the DTC to the maximum amount of £500. At the same time, given the amount already raised

		toward the campaign goal, the Society requests that the previously committed funds and any new funds that might be made available through this grant application be made available to the Dorset Archive Trust.
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	<p>More information about the Society and the “Barnes for All” appeal can be found at the Society website: https://www.williambarnessociety.org.uk</p> <p>The contact information and cheque information included in this grant application has been updated since the Society’s application to DTC last year.</p> <p>The Dorset Archive Trust is the financial manager for the appeal and all funds raised are handled by the Trust which is the charitable arm of the Dorset History Centre.</p> <p>The Dorset Museum and Art Gallery is a key partner in this endeavour and has made available the Victorian Hall for a major fundraising event.</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).....</p> <p>Position Held.....Secretary.....</p> <p>For and on behalf of...William Barnes Society.....</p> <p>Date: April 24th 2025.....</p>	

Additional financial information from the William Barnes Society – summarised balance sheet.

2023	RECEIPTS	2024	2023	PAYMENTS	2024
5052.54	Bank Balance at 01/10/23	5517.60			
1657.00	Subscriptions	1356.00	190.00	Flowers	172.00
209.00	Merchandise	257.50	1106.44	Post/Print/Website	956.40
678.00	Summer Event	830.00	762.50	Catering	900.00
536.00	Donations	162.85	255.00	Room Hire	148.00
	Study Day	10.00	301.00	Donations	215.00
			5517.60	Bank Balance at 01/10/2024	5742.55
<u>£8,132.54</u>		<u>£8,133.95</u>	<u>£8,132.54</u>		<u>£8,133.95</u>

ITEM 11 (d) – Grant application from the Talk About Trust

1.	Name of organisation.	The Talk About Trust
2.	Name and address of responsible officer who should be contacted regarding this application.	Name: Kerry Smith Address: Pavilion in the Park St John Way Poundbury Dorchester DT1 2FG
3.	Address where activities are based.	Pavilion in the Park & The Great Field St John Way Poundbury Dorchester DT1 2FG
4.	What area (community) is served?	West Dorset, Poundbury, Dorchester and surrounding villages
5.	Are there any other similar facilities or services provided in the area/district?	While Dorchester offers activities tailored to young people, Poundbury notably lacks provisions for teenagers, particularly during holiday periods. Addressing this gap could greatly enhance opportunities for local youth.
6.	How does your organisation / activity benefit the residents of Dorchester	<p>Holiday Hangout Event: This year's Holiday Hang Out will take place on August 14th from 11am to 4pm. This event will be free of charge for all children aged 9 -14 years old, welcoming those who are recipients of free school meals (for which a complimentary lunch will be provided) and any other children who would benefit from a day full of activities.</p> <p>This event was originally requested by Dorset Holiday, Activities and Food Programme and has been successful for several years with positive feedback from attendees and local residents. Love Poundbury – the PRA have also highlighted the issue of the lack of facilities and activities for teenagers within our local area and are very positive about the event going ahead. Last year we had 140 bookings and, on the day, welcomed 165 children, most of whom stayed for the entire day.</p> <p>Attendees will have the opportunity to engage in a variety of enjoyable activities designed specifically for their age group. All activities will be overseen by adults who possess valid DBS clearance, ensuring a safe and secure</p>

		environment for all participants. We look forward to creating a memorable experience for the youth in our community.
7.	Present charges/ subscription/fees.	This event is free of charge for all participants.
8.	Are there any proposals to change or introduce charges, subscriptions or fees? If so please advise effective dates.	No, we would like to keep this event as accessible as possible for all families.
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>We believe this event offers an excellent opportunity for young people to enjoy a meaningful day out, fostering independence while spending time with their friends in a safe and well-supervised environment. Furthermore, in light of the financial challenges many families are currently facing, we are confident that this initiative will provide children with access to a high-quality community experience during the summer—one that might otherwise be unattainable for some families.</p> <p>Throughout the day, children will have access to physical activities such as fun on inflatables, football coaching, crazy golf and take part in henna & fake tattoos, art & craft activities as well as having access to a BBQ refreshment carriage and a supply of free squash and water.</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.	This is an annual event which relies on donations and grant funding in order for it to go ahead.
11.	a) Proposed starting date of project or acquisition date of equipment. b) Estimated completion date.	Thursday August 14 th 2025 – one day event from 11am – 4pm.
12.	Please give details of the cost of the project.	<p>£2195 for the entire event.</p> <p>Requesting a grant towards the cost of fun inflatables which will total £650 including Sumo suits, Jenga and Connect 4</p>
13.	Please give details of other grants awarded or applied for.	<p>Dorset Council HAF Fund</p> <p>The Talk About Trust Donation</p> <p>Poundbury Community Trust</p>

14.	Amount of grant requested from Dorchester Town Council.	£500
15.	Any other relevant information. (Continue on a separate sheet if necessary.)	The Holiday Hangout aims to be a fully inclusive event and we will be able to apply for additional funding through the HAF programme if any children with additional needs, requiring one to one carer support, would like to attend.
16.	<p>Declaration</p> <p>I/We declare that the information given on this application is true and complete in every respect.</p> <p>I/We understand that the information provided on this application form will be used by the Council to judge whether or not to award a grant and that the information will be available in the public domain. If you have provided any information which you do not wish to be made publicly available please make this known when submitting the application.</p> <p>Signature of Applicant(s).....</p> <p>Position Held.....</p> <p>For and on behalf of..... Date.....</p>	

ITEM 12.

TWINNING & CULTURAL ACTIVITIES PANEL NOTES OF MEETING ON 17TH MARCH 2025

Present: Cllrs M. Rennie (chair), Cllr J. Hewitt, F. Hogwood, R. Major and R. Potter.

Officers: Tony Hurley (Assistant Town Clerk)

1. **Apologies.** Cllr S. Jones.
2. **Declarations of interest.** None were declared.
3. **Minutes.** The Minutes of the meeting of the Panel held on 13th January 2025 were agreed.
4. **Twinning initiatives.** The meeting was joined by John Eldridge of Lubbecke Society and Geoff Goater of the Bayeux Society and they outlined the current position with each organisation. The Lubbecke Society was struggling to attract members and attempts to organise a multi-activity youth visit from Dorchester to Lubbecke was unsuccessful due to the lack of support from local clubs. John Eldridge considered that support from the Town Council (in terms of promotion and publicity) could help. Cllr Rennie highlighted the challenges in terms of organising trips abroad for young people and ensuring safeguarding. Organising exchange visits via schools was the best option.

Geoff Goater stated that the Dorchester Bayeux Society had attracted new members via its film nights and conversation groups, however he was not sure that they joined in order to take part in twinning. In addition, the Bayeux Society would like to have better links with the Lubbecke Society.

Cllr Rennie outlined the state of twinning arrangements in Blandford Forum and Weymouth where the societies were also struggling to remain viable.

With regard to liaison with Dorchester schools in order to promote twinning, Cllr Rennie suggested that members and officers from the Town Council should meet with the local head teachers and head of 6th form at the Thomas Hardy School to encourage their engagement with twinning. Geoff Goater stated that the Bayeux Society could potentially offer travel bursaries to local young people.

It was agreed that:

- a) Cllr Rennie would speak to the Town Clerk to facilitate the discussions with the local schools;
- b) the Town Council to contact Bayeux and Lubbecke councils to find out about their approach to twinning and the degree of local support;

- c) the Town Council to find out who had been invited to the Lubbecke 1250 event and what programme of activities was planned;
 - d) the Town Council will send a list of the key local events and festivals to the two societies for them to share with their contacts in Bayeux and Lubbecke;
 - e) the Town Council to help promote the twinning societies via social media and the council's newsletters.
5. **VE Day 80th Anniversary Celebrations proposals.** The Assistant Town Clerk outlined the proposed programme for celebrating the anniversary of VE Day and this was agreed by the Panel.

ITEM 13.

MANAGEMENT COMMITTEE – 6TH MAY 2025
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:

Cemetery	Burial/Ashes	Grant No:	Grave Number
Dorchester Cemetery			
Poundbury Cemetery	BURIAL	3262	T.B.A.
	CHILDREN'S BURIAL	3263	77B
	BURIAL	3264	T.B.A.
Fordington Cemetery	ASHES	3265	GOR83

2. During March and April 2025, the following interments and scattering/burial of ashes have taken place in Dorchester's cemeteries:

1/3/25 – 30/4/25	Dorchester	Fordington	Poundbury
Interments	1	-	3
Ashes	1	3	1
Garden of Remembrance	-	-	-
Poundbury Chamber			2
Children's Plot			1