



# DORCHESTER TOWN COUNCIL

Council Offices, 19 North Square, Dorchester, Dorset. DT1 1JF  
Telephone: (01305) 266861 Fax: (01305) 266085

**Dennis Holmes, Town Clerk**

6th March, 2013

Dear Sir or Madam,

**A MEETING of the MANAGEMENT COMMITTEE will be held in the COUNCIL CHAMBER, MUNICIPAL BUILDINGS, DORCHESTER on TUESDAY, 12th MARCH, 2013 commencing at 7.00pm.**

I hope that it will be convenient for you to attend.

Yours faithfully,

Town Clerk

## **Public Rights to Speak**

If any member of the public wishes to speak at this meeting they may be allowed to do so at the discretion of the Chair. It would be helpful if anyone who wishes to address the Committee made their desire known to the Chair before the meeting starts: anyone allowed to speak will be expected to confine their comments to the matter in hand and to be as brief as is reasonably possible.

## **Declaration of Interests**

Members are reminded that the Code of Conduct requires Members to declare any interest which they have in any matter under discussion. If the interest is regarded as a Personal Interest the Member may remain and take part in the consideration of the item but if the interest is a Prejudicial Interest the Member must withdraw from the Chamber during the consideration of it.

## **AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES**

To read, confirm and sign the Minutes of the Meeting of the Committee held on 15th January, 2013 (adopted by Council on 29th January, 2013).

3. **MINUTES OF MANAGEMENT PANELS**

(a) **Outdoor Services Panel**

To receive and consider the Minutes of the Outdoor Services Panel held on 12th February, 2013 (copy enclosed).

(b) **Arts Panel**

To receive and consider the Minutes of the Arts Panel held on 27th February, 2013 (copy to be circulated).

4. **MANAGEMENT ARRANGEMENTS**

To receive the updated works programme for parks, gardens and open spaces (copy enclosed).

5. **VEHICLE DAMAGE TO GRASS VERGE – WEST WALKS**

To consider a report by the Compliance Manager (enclosed).

6. **ALINGTON AVENUE ALLOTMENTS – THINNING OF BOUNDARY TREES**

To consider a report by the Compliance Manager (enclosed).

7. **MUNICIPAL BUILDINGS MARKETING**

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

8. **CEMETERY MATTERS**

(a) **Exclusive Right of Burial**

To note the grants of Exclusive Rights of Burial issued since the last meeting of the Committee (copy enclosed).

(b) **Interments and Burial of Ashes**

To receive a report (copy enclosed) listing the dates and times of interments, burials of ashes and uses of the South Chapel at Dorchester Cemetery since the last meeting of the Committee.

(c) **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.

9. **MAINTENANCE OF THE CEMETERIES**

The Committee will be informed that following discussion with the Chairman and Vice Chairman of the Management Committee and the Chairman of the Property Management and Maintenance Panel, the lowest tender received for the grass cutting of Weymouth Avenue and Fordington Cemeteries has been accepted. The successful contractor was Dorset County Council at a total cost of £14,192 for nine cuts per year.

10. **MONITORING REPORT**

To consider the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House monitoring report (enclosed).

11. **INFORMATION REPORTS**

To deal with any questions arising from the Information Reports (copies enclosed).

12. **PAID INVOICES**

To inspect the cheque list and supporting vouchers in respect of payments made since the last meeting of the Committee (direct debit and copy expenditure transactions lists enclosed).

13. **URGENT ITEMS**

To consider any other items that the Chairman or Town Clerk decides are urgent.