



DORCHESTER TOWN COUNCIL

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

Dennis Holmes, Town Clerk

9th November, 2011

Dear Sir or Madam,

A MEETING of the MANAGEMENT COMMITTEE will be held in the COUNCIL CHAMBER, MUNICIPAL BUILDINGS, DORCHESTER on TUESDAY, 15th NOVEMBER, 2011 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 13th September, 2011 (adopted by Council on 27th September, 2011).

3. **MINUTES OF MANAGEMENT PANELS**

(a) **Community Activities Panel**

To receive and consider the Minutes of the Community Activities Panel held on 10th October, 2011 (copy enclosed) and to receive an oral report of the meeting to be held on 15th November, 2011.

(b) **Grants Panel**

To receive and consider the Minutes of the Grants Panel held on 13th October, 2011 (copy enclosed).

4. **MANAGEMENT ARRANGEMENTS**

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

5. **LAND AT ELIZABETH PLACE**

Members will be reminded that at the last meeting of the Council it had been agreed to refer this matter back to the Committee for further consideration and that, in the meantime, officers be requested to investigate the possibility of attracting external funding for this project.

The Committee will be informed that Section 106 funding is now available from West Dorset District Council in respect of public open space and recreational facilities and Members will be asked to agree an application to that fund in respect of the proposal to fence Elizabeth Place play area.

6. **THE GREAT FIELD**

Members will be reminded that at the last meeting of the Council concern was expressed regarding the lack of toilet facilities at the Great Field, particularly for girls youth football teams, and it was agreed that the Committee should discuss the possibility of locating some portable toilets in the area.

7. **CORPORATE PLAN – 2011-12**

To consider the draft 2011-12 Corporate Plan (copy enclosed).

8. **ALLOTMENT CHARGES**

To consider the 2012 allotment charges – the 2011 charges are set out below:-

<u>Half Plots</u>		<u>Full Plot</u>	
Frome Terrace	£15.25	All Sites	£29.35
Other Sites	£15.75		

9. **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.

(d) Churchyard Wall – St George’s Church

To consider correspondence from St George’s Church (enclosed).

(e) Site Visit to Poundbury, Weymouth Avenue and Fordington Cemeteries

To receive a note of the site visit held on 4th October, 2011 (enclosed).

10. **MUNICIPAL BUILDINGS – CAR PARK GATES**

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

11. **MONITORING REPORT**

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

12. **INFORMATION REPORTS**

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

13. **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).

14. **URGENT ITEMS**

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

15. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

To resolve “That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matters the public and representatives of the press be excluded from this meeting during their discussion”.

16. **ALLOTMENTS PROVISION TASK AND FINISH GROUP REPORT**

To consider the report of the Allotment Provision Task and Finish Group (enclosed).