

Dorchester Town Council

Management Committee

12 January 2016

Present: The Mayor R. Potter and Councillors C. Biggs, A. Canning (Chairman), J. Hewitt, S. Jones, F. Kent-Ledger, A. Lyall, M. Rennie, K. Rice and D. Taylor.

In Attendance

S. Varndell and A. Anderson, Dorset Mammal Group.

Apologies: Councillors G. Duke and P. Stein.

32. Minutes

The Minutes of the Meeting of the Committee held on 10 November 2015, adopted by Council on 24 November 2015, were taken as read and were confirmed and signed by the Chairman as a correct record.

33. Community Activities Panel

The Committee considered the minutes of the Community Activities Panel held on 4 January 2016 (Appendix 1 to the minutes). Members felt that the Queen's 90th birthday celebrations were a civic event and agreed that as such they should be organised by the Town Council.

Members were also updated regarding the 2016 summer events list and requested that a copy of the list be circulated to Members prior to the next Full Council meeting.

Members agreed that Minute 4 (1) should be amended to read "...that the Dorchester Area Schools Partnership be requested to enquire as to whether any schools within the Partnership would be willing to perform at the event."

The Committee gave further consideration to the proposed purchase of a marquee. It was noted that there were many different sizes, styles and prices. The Deputy Town Clerk confirmed that there was sufficient funds within the Reserves should it be agreed to purchase a marquee and that a full report on the proposal would be prepared for the next meeting of the Committee.

Resolved

- (1) That, subject to the amendment set out above, the minutes be approved so far as this Committee is concerned.
- (2) That a draft 2016 summer events list be circulated to all Members prior to the next Full Council meeting.
- (3) That a full report on the proposal to purchase a marquee be presented to the next meeting of the Committee.

34. **Becoming Hedgehog Friendly**

The Committee received a presentation from S. Varndell and A. Anderson, Dorset Mammal Group, which identified ways in which the town could become more hedgehog friendly. It was noted that an inaugural town hedgehog meeting had been arranged for Thursday 25 February.

Members informed the representatives that the group would need to discuss some of its proposals with either the County Council (road signs) or the District Council (conditions attached to planning consents).

The representatives responded to Members questions and the Chairman thanked them for attending the meeting and requested that the group continue to send the Council information about what it might be able to do to support the town in becoming hedgehog friendly.

35. **Site Visits to Council Owned Properties and Sites**

Further to Minute No 28(3)/2015 Members considered a date for a February site visit and it was

Resolved

That a site visit, open to all Councillors, be held on 24 February 2016, commencing at 5.00pm.

36. **Management Arrangements**

The Committee considered the schedule of work for the Outdoor Services Team. Members requested that consideration be given to purchasing a piece of toddlers play equipment for Syward Close play area and that the Joint Heritage Committee be asked to consider replacing the Fink statues information board which was now illegible. Members were also given an update regarding the new information boards for Maumbury Rings.

Members were informed that the Council's Compliance Manager would be retiring in June and that the job was shortly to be advertised on a like for like basis apart from the job title being amended to 'Outdoor Services Manager'.

Resolved

That the schedule of work for the Outdoor Services Team be noted.

37. **Christmas Market – 2016 Onwards**

Members were informed that Weldmar Hospicecare Trust was giving consideration to holding a fundraising event in the form of an annual Christmas Market commencing in 2016. The Trust had initially approached the Council to see if it would be supportive of such an event and allow the Christmas Market to take place along South Walks in much

the same way as the foreign market had set up in the past. If the Council was agreeable the Trust would proceed with ensuring that it had all the necessary licenses, liaise with the Informal Joint Markets Panel etc and would start making arrangements for the Market which would involve some significant infrastructure costs.

Members felt that it was important that Weldmar liaised with Dorchester BID and the Chamber of Commerce over the proposal. It was also noted that some discussion had already been held with the Markets Panel.

The Committee was generally supportive of the proposal subject to Weldmar obtaining all the necessary permissions and licenses, receiving undertakings regarding the management of the market, including health and safety, insurance, leaving the site clean and tidy etc. It was also felt that a rent should be charged for use of the site.

Resolved

That the South Walks Christmas Market, proposed by Weldmar Hospicecare Trust, be supported in principle, subject to the Committee being satisfied regarding Weldmar obtaining all the necessary permissions and licenses and receiving appropriate undertakings regarding the management of the market, including health and safety, insurance, leaving the site clean and tidy etc and that the Council would look to charge a rent for the site.

38. Landance Event – September 2016

The Committee considered a request for a grant of £1,600 towards a community dance event to be held over a weekend in September 2016. The event was proposed to take place at Maumbury Rings, the Skatepark and the Linhays. The aim of the event was to engage local young people with live dance performance and to attract a wide ranging audience, many of whom would not generally attend a live performance. Dorchester Arts had agreed to be the delivery partners. The event was likely to cost in excess of £50,000 with the majority of the funding coming from Arts Council England. Other potential funding partners included West Dorset District Council.

Members were supportive of the proposal but noted that there would be additional costs to the Council should Landance be expecting the Council to provide infrastructure at Maumbury Rings. It was also noted that the Linhays were presently unsafe.

The Committee requested that Landance be asked to avoid the Dorchester Show weekend and to encourage spectators to use public transport to attend the event.

Resolved

- (1) That the Landance Event be supported and the use of Maumbury Rings and the Skatepark approved.
- (2) That, in principle, a grant of £1,600 be allocated to the project subject to further discussion as to what other contributions, infrastructure etc, might be required from the Council.

39. **2016-2017 Estimates**

The Committee considered a report by the Town Clerk which incorporated draft Estimates for 2016-17 in respect of Allotments, Cemeteries, Cultural and Twinning Municipal Buildings and Parks Gardens and Open Spaces. The report also included details regarding Reserves and the main changes which affected the proposed budget. The Deputy Town Clerk responded to Members detailed questions.

Members noted that £18,000 had been provisionally included for Special Items and the report included a long list of items based on service needs and also those items which had previously been identified as a priority. The Committee agreed those items it wished to fund from Special Items.

The Committee also discussed the earmarked reserves and noted the work proposed at the skatepark. Members requested that some work also be undertaken to smarten up the present informal path at the head of the skatepark.

Recommended

- (1) That the draft Estimates for 2016-17 as now submitted be approved so far as this Committee is concerned.
- (2) That the following Special Items be funded from the £18,000 included within the budget estimates:-
 - Skatepark Upgrade and Repair - £5,600
 - Borough Gardens – Picnic Tables and Shield Beds - £2,500
 - WW1 Commemorations - £2,000
 - Queen's 90th Birthday Celebrations - £5,000
 - New Datasets for Pear Mapping System - £3,000

40. **Review of Charges**

(a) **Municipal Buildings**

Members noted that the Municipal Buildings charging structure had been simplified last year and the new system had so far proved successful with income higher than estimated for this year. With the aim of building on this success it was proposed that the charges were not increased for 2016-17.

Resolved

That the Municipal Buildings charges be not increased in 2016-17.

(b) **Recreation Facilities**

The Committee considered a report setting out proposed revised charges for the Council's recreation facilities as from 1 April 2016.

Resolved

That the various charges for the use of recreation facilities be as set out at Appendix 2 with effect from 1 April, 2016.

(c) **Borough Gardens House and Weymouth Avenue Pavilion**

Members considered a report setting out proposals for revised charges for the hire of the Borough Gardens House Community Room and Weymouth Avenue Pavilion as from 1 April 2016.

Resolved

That charges for the hire of the Borough Gardens House Community Room and Weymouth Avenue Pavilion be as set out in Appendix 3 with effect from 1 April 2016.

(d) **Cemetery Fees**

The Committee considered setting out various proposed charges in respect of Dorchester, Fordington and Poundbury Cemeteries as from 1 April 2016.

Resolved

That the charges in respect of Dorchester, Fordington and Poundbury Cemeteries be as set out in Appendix 4 with effect from 1 April 2016.

41. **Cemetery Matters**

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

The Committee had before it a report with details of the Grants of Exclusive Right of Burial for grave spaces and the number of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery, since the last meeting of the Committee.

Resolved

That the report on the Grants of Exclusive Right of Burial and Interments and Burial of Ashes since the last meeting of the Committee be noted.

(b) **Headstones and Inscriptions**

The Committee received and noted applications for the design of headstones and inscriptions.

Resolved

That the action of the Town Clerk in approving designs numbered 4131 to 4140 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

42. **Buildings Monitoring Report**

The Committee received the monitoring reports for Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House.

Resolved

That the Buildings Monitoring Report be noted

43. **Dorchester Arts**

The Committee received and noted the minutes of the Dorchester Arts Board meeting held on 9 November 2015. Members requested that Dorchester Arts be informed that there was no need for it to post the events booklet to them but that a supply be provided at the Council Offices and Members could pick them up themselves.

The Chairman reported on the first liaison meeting with Dorchester Arts Board members, held just before Christmas, and the Committee was pleased to note that the new arrangement was presently going very well. The Chairman reminded Members that if they wished an item to be raised at these meetings to let him, the Mayor or the Vice-Chairman know.

Notes of the meeting would be circulated to Members prior to the next Full Council meeting.

Chairman

Dorchester Town Council

Community Activities Panel

4 January 2016

Present: Councillors S. Jones, M.E. Rennie (Chairman), K. Rice and the Mayor, R. Potter.

In attendance: Councillors J. Hewitt and S. Hosford.

Apologies: Councillors C. Biggs, F. Kent-Ledger, T. Lyall and D. Taylor.

4. Queen Elizabeth II 90th Birthday Celebrations

The Panel received information about a proposed initiative to light beacons throughout the Country in celebration of Her Majesty The Queen's 90th Birthday on Thursday, 21 April. The Panel also considered a report by the Clerk to the Panel about a proposed 'picnic style' street party which would take place in the Borough Gardens on Sunday, 12 June with live entertainment, to coincide with the Patron Lunch, a celebration of Her Majesty's patronage of over 600 organisations in the UK and around the Commonwealth since 1952 which would take place on The Mall.

The Panel felt that it would be appropriate for the beacon at Salisbury Fields to be lit and felt that the occasion would be enhanced with live music from local schools.

The Panel agreed that a 'picnic style' street party should be organised by the Town Council and that the Panel would lead in the organisation but would welcome assistance from all Councillors. The Panel agreed that extra toilets and recycling / litter facilities should be provided for the events and further consideration should be given to the timings of the street party. The Panel requested that the organisations that the Queen is patron to be invited to attend the event. The Panel agreed that consideration should be given to purchasing a marquee for the celebrations and for use on other occasions.

Recommended

(1) That the beacon at Salisbury Fields be lit on the evening of Thursday, 21 April 2016 and that the Dorchester Area Schools Partnership be invited to perform at the event.

(2) That a 'picnic style' street party should be organised by the Town Council in the Borough Gardens on Sunday, 12 June 2016.

(3) That consideration be given to purchasing a marquee for the celebrations and for use on other occasions.

5. **WW1 Commemorations**

The Panel had before them a report about a fundraising effort carried out by residents of Dorchester in 1916 for troops from the 2nd Dorsets Regiment that were taken prisoner when Kut in Mesopotamia fell.

Members agreed that the idea of an event with a Kut Day theme to be held on Tuesday, 26 July be explored (The Panel were advised that the Corn Exchange would be available if required). The Panel requested that the Clerk to the Panel arrange a meeting with the local historian Dr John Travell, the Curator of the Keep Military Museum and the Chairman of the Panel to obtain further information and to discuss ideas.

The Panel enquired if there had been any developments with the proposed piece of commemorative art, the Panel were informed that the Town Clerk was in the process of arranging a meeting with a local sculptor. The Panel requested that the meeting be arranged as a matter of urgency.

Recommended

(1) That the Clerk to the Panel arrange a meeting with the local historian, Dr John Travell, the Curator of the Keep Military Museum and the Chairman of the Panel to obtain further information and to discuss ideas.

(2) That the Town Clerk arrange a meeting with a local sculptor to discuss the commissioning of a piece of art to commemorate WWI as a matter of urgency.

6. **Borough Gardens Events Programme 2016**

The Panel noted the events that had been booked for 2016. The Panel were informed that the Deputy Town Clerk was in the process of completing a full programme of events. The Panel requested that the Deputy Town Clerk continue with his efforts to arrange a varied events programme for 2016.

Recommended

That the Deputy Town Clerk continue with his efforts to arrange a varied events programme for 2016.

7. **Twinning Visits**

The Panel noted that the Bayeux Society had invited a party from Bayeux to visit Dorchester from Friday, 9 September to Monday, 12 September. The Panel agreed that a small reception should be held. The Panel instructed the Clerk to the Panel to contact the Chairman of the Society to request a copy of the proposed itinerary and to arrange a convenient time for a small reception.

Recommended

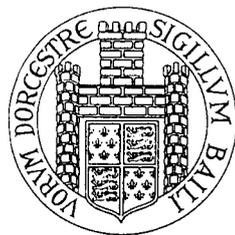
That the Clerk to the Panel contact the Chairman of the Society to request a copy of the proposed itinerary and to arrange a convenient time for a small reception.

8. **Applications for Financial Assistance**

The Panel considered grant applications which had been received.

Recommended

- (1) That the application from the Dorchester Strollers be approved and that a sum of £100 be awarded.
- (2) That the application from Life Education Wessex be not approved.



DORCHESTER TOWN COUNCIL

PARKS, GARDENS & OPEN SPACES

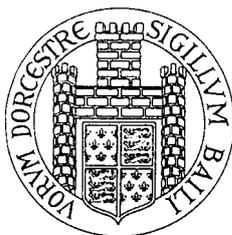
CHARGES FOR RECREATIONAL FACILITIES

April 2016 – March 2017

<u>TENNIS</u>	Per Court per hour – all times		£8.00
	Tennis Court Fob Membership		£25.00
<u>FOOTBALL</u>	Weymouth Avenue Recreation Ground -	- with showers	£50.00
	Senior Pitch	- Junior use	£41.00
	Weymouth Avenue Junior Pitch		£31.00
	Weymouth Avenue Mini Pitch		£15.00
	Sandringham Sports Centre	- Senior Pitch	£50.00
		- Junior Pitch	£31.00
	Sandringham / Hardy's Pitch (Mini Pitches 1 & 2)		£15.00
	King's Road Playing Field and The Great Field Junior Pitches		£22.00
<u>CRICKET</u>	Evening Matches (6.30p.m. start)		£50.00
	Afternoon Matches (2.00p.m. - 6.00p.m.)	Adult use	£67.00
		Under 18 use	£41.00
	Artificial wicket (maximum of 2 hours)		£15.00
	All Day Matches (11.00a.m. - 6.00p.m. or 1.00p.m. - 8.00p.m.)		£87.00
	Sunday Matches (2.00p.m. - 6.00p.m)		£87.00

The prices above are all inclusive of VAT

With effect from 1st April, 2016.



DORCHESTER TOWN COUNCIL

BOROUGH GARDENS HOUSE AND WEYMOUTH AVENUE PAVILION CHARGES

1st APRIL, 2016 until 31st MARCH, 2017

Session times for the Borough Gardens House are 8.00am – 1.00pm, 1.00pm – 5.00pm and 5.00pm – 11.00pm (on request only). Session times for Weymouth Avenue Pavilion are 8.00am – 1.00pm, 1.00pm – 4.00pm and by agreement in the evening – the Pavilion is not available to hire on Tuesdays or Wednesday morning.

All prices are inclusive of VAT. A deposit and Performing Right Society Copyright Fee may also be payable. Prices include heating, lighting and light use of the kitchen.

Town Clerk / Deputy to have discretion on session charges in order to attract new business or to retain existing business. These charges EXCLUDE Bank Holidays, Christmas Eve and New Years Eve hire which are by negotiation.

◆ Voluntary or Charitable Organisations

	<i>Session Rate</i>	<i>Hours after 11pm</i>	<i>Hourly Rate</i>
Borough Gardens House	<i>£50</i>	<i>£33</i>	<i>£24</i>
Weymouth Avenue Pavilion	<i>£43</i>	<i>£33</i>	<i>£20</i>

◆ Other Non Commercial or Private Events

	<i>Session Rate</i>	<i>Hours after 11pm</i>	<i>Hourly Rate</i>
Borough Gardens House	<i>£63</i>	<i>£36</i>	<i>£26</i>
Weymouth Avenue Pavilion	<i>£56</i>	<i>£36</i>	<i>£24</i>

◆ Commercial

	<i>Session Rate</i>	<i>Hours after 11pm</i>	<i>Hourly Rate</i>
Borough Gardens House	<i>£87</i>	<i>£62</i>	<i>£37</i>
Weymouth Avenue Pavilion	<i>£72</i>	<i>£62</i>	<i>£31</i>

DORCHESTER TOWN COUNCIL

Dorchester, Fordington and Poundbury Cemeteries Fees

INTERMENTS

a) A child before 2 years or stillborn	Nil
b) A child age from 2 years to 16 years	£160
c) A person aged 17 years or older	£550
d) A casket of ashes	£160

SCATTERING OF ASHES

a) In a previously used plot or in the Poundbury Pavilion chamber	£55
b) In the Garden of Remembrance	£25

EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES

For an exclusive right for 50 years, including Memorial Rights in an earthen grave:

a) Full Sized Plot	£820
End of term Renewal for 25 years	£685
b) Infant under the age of 2	£185
End of term Renewal for 25 years	£685
c) Ashes plots	£325
End of term Renewal for 25 years	£160

Additional Interment, Scattering and Exclusive Rights fees will be charged for

- Non-residents – fee doubled. Residence is defined as living in Dorchester or Winterborne Herrington within the previous **ten** years or previously resident in the area for at least **twenty-five** years.
- Non-standard grave sizes – additional fee to be agreed with the Funeral Director

MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS

Where not already included in an exclusive right of burial, for the right to erect or place a headstone, footstone, tablet, flat stone, plaque or monument in any other form at any site. £185

An additional inscription, after the first, on a gravestone or other memorial (for each deceased) £95

CHAPEL HIRE

Use of South Chapel at Weymouth Avenue £225

VAT is not chargeable on any of the above fees.