

# **DORCHESTER TOWN COUNCIL**

## **MANAGEMENT COMMITTEE**

**10th JULY, 2012**

At a Meeting of the Management Committee held on 10th July, 2012:

**PRESENT** Councillors K.E. Armitage, C.S. Biggs, T. James, R.B. Potter (Chairman) and M.E. Rennie.

**APOLOGIES** for absence were received from The Mayor (Councillor A.J. Canning) and Councillors D.J. Barrett, S.C. Hosford, E.S. Jones, F.E. Kent-Ledger and A.J. Lyall.

1. **MINUTES**

The Minutes of the Meeting of the Committee held on 8th May, 2012, adopted by Council on 22nd May, 2012, were taken as read and were confirmed and signed by the Chairman as a correct record.

2. **BOROUGH GARDENS PANEL**

The Committee considered the Minutes of the Borough Gardens Panel held on 14th May, 2012 (for Minutes see Appendix I).

It was

**RESOLVED**

That the Minutes be approved so far as this Committee is concerned.

3. **MANAGEMENT ARRANGEMENTS**

The Committee noted the schedule of work for the Outdoor Services Team. Members wished to express their thanks to the Outdoor Services Team for keeping the Gardens and other open spaces in such good condition despite the high level of rain experienced recently.

Further to Planning and Environment Committee Minute 7(3) Members considered the feasibility of leaving areas in the Council's parks and open spaces uncut. The Committee was reminded that the Council already had a wildflower meadow at Poundbury Cemetery and that it was also planned to under-plant the Diamond Jubilee tree areas at both King's Road and Gabriel Green. Members noted that there was a lot of work required to create and maintain good wildflower areas and that it was not just a case of not cutting grassed areas.

It was

**RESOLVED**

- (1) That the schedule of work for the Outdoor Services Team be noted.
- (2) That, at the present time, no additional areas of the Council's parks and open spaces be turned into wildflower areas.

4. **MAUMBURY RINGS**

The Committee was informed that the new roadside fence at Maumbury Rings was due for completion in the middle of August. At present a number of organisations used the fence to hang banners advertising forthcoming events. Some of these organisations asked the Council if they could erect a banner and others did not. In the past if a request came forward for a community event permission was normally given to erect a banner two weeks prior to the event; if the banner was to advertise a private enterprise permission was not given.

Members were asked to consider whether they wished to establish a formal policy on the erection of banners on the new fence. The Committee felt that when the new fence at Maumbury Rings was completed the only events that should be advertised on the fence were events being held within Maumbury Rings itself and that banners should be erected for no longer than two weeks prior to that event. The Committee felt that to aid consistency this policy should also be implemented in respect of the fences at the Borough Gardens, Weymouth Avenue Recreation Ground and the Skatepark.

The Committee felt that it would be worthwhile publicising this policy in the Autumn edition of Dorchester News.

It was

**RESOLVED**

- (1) That the railings at Maumbury Rings, Weymouth Avenue Recreation Ground, Skatepark and the Borough Gardens only be used to advertise events being held within those areas and that banners only be erected for a period of two prior to the event and then removed immediately following it.
- (2) That this policy be given some publicity in the Autumn edition of Dorchester News.
- (3) That the implementation of the policy be reviewed in January 2013.

5. **PANELS 2012-13**

(a) **Membership of Panels – 2012-13**

The Committee considered the allocation of Members to Panels following the receipt of Councillors' individual preferences.

It was

**RESOLVED**

That the following Members be appointed by this Committee to Panels for the 2012-13 Council Year:

Arts

Councillors C. Biggs, T. James, E.S. Jones and A.J. Lyall.

Borough Gardens

Councillors K.E. Armitage, E.S. Jones, T. Loakes and D. Taylor.

Community Activities

Councillors T. James, E.S. Jones, A.J. Lyall and M.E. Rennie.

Grants

Councillors K.E. Armitage, C.S. Biggs, E.S. Jones and M.E. Rennie.

Outdoor Services

Councillors D.J. Barrett, S.C. Hosford, E.S. Jones and R.B. Potter.

Property Management and Maintenance

Councillors C.S. Biggs, S.C. Hosford, A.J. Lyall and D. Taylor.

Resources

Councillors S.C. Hosford and T. James.

(b) Appointment of Chairmen and Vice-Chairmen

Members considered the appointments of Chairmen and Vice-Chairmen to those Panels that were responsible to the Management Committee. Members agreed not to appoint Vice-Chairmen at this stage in respect of the Arts, Borough Gardens, Grants, Outdoor Services and Property Management and Maintenance Panels but agreed that the Policy Committee representative be appointed as Vice Chairman of the Community Activity Panel.

It was

**RESOLVED**

(1) That the following Chairmen of the Panels stated be elected for the 2012-13 Council year:

Arts

Chairman – Councillor A.J. Lyall

Borough Gardens  
Chairman – Councillor E.S. Jones

Community Activities  
Chairman – Councillor M.E. Rennie

Grants  
Chairman – Councillor C.S. Biggs

Outdoor Services  
Chairman – Councillor R.B. Potter

Property Management & Maintenance  
Chairman – Councillor A.J. Lyall

- (2) That the Policy Committee representative on the Community Activities Panel be appointed Vice-Chairman.

6. **CEMETERY MATTERS**

(a) **Exclusive Right of Burial**

The Committee had before it a report which detailed the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee and it was

**RESOLVED**

That the report on the Grants of Exclusive Right of Burial for grave spaces in Dorchester, Poundbury and Fordington Cemeteries since the last meeting of the Committee be noted.

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

Members considered a report which listed the dates and times of interments and burials of ashes together with South Chapel usage at Dorchester Cemetery since the last meeting of the Committee and it was

**RESOLVED**

That the report listing the dates and times of interments and burials of ashes together with South Chapel usage since the last meeting of the Committee be noted.

(c) **Headstones and Inscriptions**

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

## **RESOLVED**

That the action of the Town Clerk in approving designs numbered 3887 to 3918 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

### **7. MONITORING REPORTS**

The Committee received the monitoring reports for the Weymouth Avenue Pavilion, Borough Gardens Community Room and the Municipal Buildings which included additional detail regarding forthcoming projects, scheduled maintenance and urgent repairs.

It was noted that the Municipal Buildings lift was not working properly again and Members asked that a report be prepared for the next meeting of the Committee regarding the operation and management of the lift.

Members also requested a report on the number of cricket teams that regularly used Weymouth Avenue Recreation Ground over the summer and also the number of regular football teams that had started booking for the 2012-13 football season be presented to the September meeting of the Committee.

It was

## **RESOLVED**

- (1) That the Weymouth Avenue Pavilion, Borough Gardens Community Room and Municipal Buildings Monitoring Report be received.
- (2) That a report be prepared for the next meeting of the Committee regarding the operation and management of the Municipal Buildings lift.
- (3) That a report on the number of cricket teams that regularly use Weymouth Avenue Recreation Ground over the summer and also the number of regular football teams booking for the 2012-13 football season be presented to the September meeting of the Committee.

### **8. PAID INVOICES**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1st May, 2012 and 30th June, 2012 totalling £135,655.81 (net) together with direct debits for the same period totalling £62,191.06 (net).

It was

**RESOLVED**

That the cheque transactions and direct debit payments lists be approved and signed accordingly.

9. **ACTION TAKEN UNDER DELEGATED POWERS**

The Committee was asked to note that, following consultation with the Chairman and Vice Chairman of the Management Committee and the Chairman of the Arts Panel, it had been agreed to release the grant of £1,000 in respect of Summer Saturday Live.

It was

**RESOLVED**

That the action taken under delegated powers to release the grant of £1,000 in respect of Summer Saturday Live be noted.

10. **MILL STREET FLOODING**

As a matter of urgency a Member requested that the Council write to the Environment Agency requesting that it implement an annual maintenance regime for managing the growth of shrubs and other obstructions at Princes Bridge so as to try and prevent future flooding of the area. It was noted that the Dorchester Joint Heritage Committee had agreed to clear shrubs from the banks as part of its general improvements to the Millstream.

It was

**RESOLVED**

That the Environment Agency be requested to implement an annual maintenance regime for managing the growth of shrubs and other obstructions to Princes Bridge so as to try and prevent future flooding of the area.

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

It was

**RESOLVED**

That in view of the fact that publicity would be prejudicial to the public interest by reason of the confidential nature of the following matter the public and representatives of the press be excluded from this meeting during its discussion.

12. **TELECOMMUNICATIONS SITE – SANDRINGHAM SPORTS CENTRE CAR PARK**

The Committee considered correspondence which sought permission to erect a permanent telecommunications mast at Sandringham Sports Centre Car Park.

Members noted the proposed position, style and colour of the mast and the terms of the contract which included the annual rent payable to the Council.

It was

**RECOMMENDED**

That a lease be granted for a period of 25 years for the erection of a telecommunications mast on the terms and conditions proposed.

13. **CORN EXCHANGE BAR FRANCHISE**

The Committee considered correspondence from the operator of the Corn Exchange bar franchise proposing some works to the bar area which included installing a cooling system for keeping barrels behind the bar, a new glass washer and ice machine, alterations to the sink area and a new safety floor covering. In return for this investment in the bar the franchisee was requesting an extension to the franchise agreement which presently expired in June 2013.

Members agreed that the franchise should be extended for a period of two years to June 2015 on completion of the works proposed by the franchisee.

It was

**RESOLVED**

That the Corn Exchange bar franchise be extended for a period of two years to June 2015 on completion of the works proposed by the franchisee.

14. **DORCHESTER BOWLS CLUB - ACCOUNTS**

The Committee had before it the Dorchester Bowls Club annual accounts for the year ended 31st December, 2011 and it was

**RESOLVED**

That the Dorchester Bowls Club annual accounts for the year ended 31st December, 2011 be received.

Chairman

**DORCHESTER TOWN COUNCIL**

**BOROUGH GARDENS PANEL**

**14th MAY, 2012**

At a Meeting of the Borough Gardens Panel held on 14th May, 2012:

**PRESENT** The Mayor (Councillor T. James) and Councillors K.E. Armitage and E.S. Jones (Chairman).

In attendance:

Mrs. F. McLaren, Friends of the Borough Gardens.

**APOLOGY** for absence was received from Councillor D. Taylor.

2. **BOROUGH GARDENS**

(a) **Signage**

In accordance with Management Minute 73 the Panel considered the adequacy of the existing signage within the Borough Gardens, both to inform users of the import of the provisions in the byelaws controlling certain activities and to better identify the location of the Borough Gardens House.

The Panel was firmly of the opinion that any signs identifying restrictions on the use of the Gardens should be subsidiary to the 'Welcome' signs and it was

**RECOMMENDED**

- (1) That byelaws signs of the design presently used but smaller be installed on the cycle racks to be provided at the Albert Road and Cornwall Road entrances to the Gardens.
- (2) That additional signs directing visitors to the main entrance to the Borough Gardens House be installed on the Potting Shed and in appropriate locations around the Gardens.

(b) **Generally**

Following an inspection of the Borough Gardens it was

**RECOMMENDED**

- (1) That the Outdoor Services Team be requested to install green carpet under the relocated picnic tables and to arrange for the fountain to be pressure-washed.

- (2) That further efforts be made to identify suitable signage to draw attention to prior bookings of the tennis courts.
- (3) That Rethink be asked to report on progress on the suggestion that they provide an additional, stand-alone ice cream freezer close to but separate from the kiosk at times of anticipated high demand.
- (4) That all staff involved in the management and maintenance of the Borough Gardens be thanked for their continuing and much appreciated efforts.