

# **DORCHESTER TOWN COUNCIL**

## **MANAGEMENT COMMITTEE**

**12th JULY, 2011**

At a Meeting of the Management Committee held on 12th July, 2011:

**PRESENT** Councillors K.E. Armitage, D.J. Barrett, C.S. Biggs, A.J. Canning (Chairman), E.S. Jones, T.F. Loakes, A.J. Lyall, R.B. Potter and D.Taylor.

In attendance:

Councillor P.G. Mann.

One representative from the Dorchester Rotary Club.

**APOLOGIES** for absence were received from The Mayor (Councillor T. James) and Councillors S.C. Hosford, F.E. Kent-Ledger and M.E. Rennie.

### 1. **MINUTES**

The Minutes of the Meeting of the Committee held on 16th May, 2011, adopted by Council on 24th May, 2011, were taken as read and were confirmed and signed by the Chairman as a correct record.

### 2. **MANAGEMENT ARRANGEMENTS**

The Committee had before it the schedule of work for the Outdoor Services Team. In response to a question it was noted that weed killing in the grassed parts of play areas did not normally occur as a matter of routine but that if a significant problem was found it would be dealt with through contractors who undertook specialist weed killing on behalf of the Council. It was also noted that play areas were litter picked and bins emptied a minimum of three times a week but if a member of public noticed significant litter, broken glass etc in between these times they could report it to the Council and it would be dealt with.

It was

#### **RESOLVED**

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

### 3. **DIAMOND JUBILEE – TREE PLANTING**

Members welcomed the representative from the Dorchester Rotary Club who suggested that the Council work with the Club to undertake tree planting in commemoration of the Queen's Diamond Jubilee in 2012. The Rotary Club was hoping to obtain Jubilee tree packs from the Woodlands Trust which could either be in a pack of 100 mixed saplings with a theme of all year round colour and a special Jubilee oak sapling or smaller mixed packs of four saplings. It was hoped to order the saplings in the autumn with a view to planting during the winter.

The Committee welcomed the suggestion and requested that a report be prepared for the next meeting of the Committee on suggested locations for trees together with an estimate as to how many trees could be accommodated at those locations.

It was noted that young people could be involved with the tree planting as part of the 'Make a Difference' scheme.

It was

**RESOLVED**

- (1) That the proposal for Diamond Jubilee tree planting be welcomed.
- (2) That a report be prepared for the next meeting of the Committee on suggested locations and the number of trees that could be accommodated.

4. **TREE PLANTING ON THE CORNER OF LONDON ROAD/KING'S ROAD**

The Committee had before it correspondence from Dorset County Council regarding the planting of a tree on Council-owned land on the corner of London Road and King's Road. The Council's Compliance Manager informed Members that lime and oak trees grew to a significant size but Members felt that a large tree would be a worthwhile green gateway to the town.

It was

**RESOLVED**

That the offer of a tree to be planted in Council-owned land on the corner of London Road and King's Road be accepted with thanks.

5. **PANELS AND GROUPS**

(a) Membership of Panels – 2011-12

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 2011-12 Council Year:

Arts

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

Borough Gardens

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

Community Activities

Councillors F.E. Kent-Ledger, T. Loakes, A.J. Lyall and M.E. Rennie.

Grants

Councillors K.E. Armitage, C.S. Biggs, F.E. Kent-Ledger and M.E. Rennie.

Outdoor Services

Councillors D.J. Barrett, A.J. Canning, S.C. Hosford 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 R.B. Potter.

Risk Management

Councillor A.J. Lyall.

(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.

It was

**RESOLVED**

That the following Chairmen of the Panels stated be elected for the 2011-12 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 A.J. Canning

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

(c) Allotment Provision

Members considered a report by the Deputy Town Clerk on the possible establishment of a task and finish group to look at allotment provision in the town and propose a strategy for the future. The Committee agreed that a task and finish group should be established consisting of three Members from the Management Committee and two Members from the Policy Committee. Members felt that the task and finish group did not require a permanent Chairman but felt that the Group could appoint one for its individual meetings if necessary.

It was

**RECOMMENDED**

- (1) That an Allotments Provision Task and Finish Group be established to look at allotment provision in the town and to propose a strategy for the future.
- (2) That the Group consist of three Members from the Management Committee and two Members from the Policy Committee.
- (3) That Councillors D.J. Barrett, E.S. Jones and D.Taylor be appointed to the Group from the Management Committee.

6. **SANDRINGHAM SPORTS CENTRE CAR PARK**

The Committee considered a request from a local motorcycle training company to use an area of Sandringham Sports Centre car park approximately 30 feet by 80 feet between 8.30am and 11.00am on weekdays. If there were vehicles parked in the earmarked training area the trainer would move to a reserve training area at Piddlehinton. There would be a small payment to the Council each month.

The Bowling Club had been consulted on the proposal and was agreeable subject to the Club having an input as to the exact location of the training area and on the basis of a three month initial trial.

Members felt that the motorcycle training company should be given a three month initial trial and then the arrangement reviewed. The Committee also felt that local residents should be informed of the trial.

It was

**RESOLVED**

- (1) That the motorcycle training company be given a three month initial trial and then the arrangement be reviewed.

- (2) That local residents be informed of the trial.

7. **LAND AT ELIZABETH PLACE**

The Committee was informed that Magna Housing Group had offered to gift to the Council the area of land the Council presently leased from Magna for a play area and open space at Elizabeth Place rather than provide the Council with a further lease. Members felt that the offer of the land should be accepted with thanks.

Members were reminded that in 2003 the Committee had considered fencing this area of land using 1.2 metre high bow top fencing at a cost of £6,500 (2003 price). The proposal had generally been welcomed by local residents but the matter had been deferred as Members did not wish to undertake such a costly project without a greater security of tenure of the land. Local Members for the area reported that residents were still in favour of proposal. It was also felt that the project would help to reduce the likelihood of an accident with children running out into the road to retrieve footballs etc. It was agreed that a revised project cost should be obtained and reported back to the next meeting of the Committee.

It was

**RECOMMENDED**

- (1) That the offer of the gift of land at Elizabeth Place be accepted with thanks.
- (2) That a quotation for fencing the area using 1.2 metre high bow top fencing based on the scheme originally considered by the Committee in 2003 be obtained and reported back to the next meeting of the Committee.

(Councillor D.J. Barrett declared an interest in the above matter and left the meeting during its consideration as he was a Board Member of the Magna Housing Group.)

8. **CHASEBOROUGH SQUARE WATER FEATURE**

Further to Minute No. 60(2) the Committee considered correspondence from Morrish Builders regarding the commuted sum payable to the Council for maintaining the water feature at Chaseborough Square.

Members expressed their view that it was likely that the water pump would keep breaking as the water was not connected to the mains and needed very frequent topping up. The Committee felt that an automated cut out system for the pump would help significantly and requested that some specialist advice be sought to see if this was possible.

It was

**RESOLVED**

- (1) That the correspondence from Morrish Builders be noted.
- (2) That specialist advice be sought on the possibility and cost of installing an automated cut off system for the fountain when it ran low on water.

9. **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 for the period 12th May, 2011 to 5th July, 2011 and it was

**RESOLVED**

That the report listing the dates and times of interments and burials of ashes together with South Chapel usage for the period 12th May, 2011 to 5th July, 2011 be noted.

(c) **Headstones and Inscriptions**

The Committee received and noted applications for the design of headstones and inscriptions. Members had also been supplied with information regarding the guidelines associated with this matter.

It was

**RESOLVED**

That the action of the Town Clerk in approving designs numbered 3834 to 3852 be confirmed and the Register of Memorials be signed by the Chairman as a correct record.

10. **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. Members felt that for future reports it would be useful to have a record of the income received from the bar franchise.

It was

**RESOLVED**

That the Weymouth Avenue Pavilion, Borough Gardens Community Room and Municipal Buildings Monitoring Report be received.

11. **INFORMATION REPORTS**

The Committee considered the various reports which had been submitted for information. With regard to the Minutes of the Dorchester Arts Board it was noted that the joint promotions for the present year had yet to be agreed by the Council's Arts Panel and that the Arts Centre would be requested to attend a meeting of that Panel as soon as possible.

Members also expressed concern regarding the fact that the Dorchester Arts Forum appeared to have not met for over a year, that no information regarding its activities had been received by the Council even though the Council had contributed significant funding to the Forum, that organisations still seemed unaware of the equipment available to hire and that there was no Member representative on the Forum.

It was

**RESOLVED**

- (1) That the various information reports be noted.
- (2) That representatives from the Dorchester Arts Forum be invited to a meeting with the Council's Arts Panel to discuss the areas of concern set out above.

12. **PAID INVOICES**

The Committee inspected the cheque list and supporting vouchers in respect of payments made between 1st May, 2011 and 30th June, 2011 totalling £112,942.67 (net) together with direct debits for the same period totalling £67,109.73 (net).

It was

**RESOLVED**

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

13. **DORCHESTER BOWLS CLUB**

Further to Minute No. 73 and as a matter of urgency the Committee received correspondence from Dorchester Bowls Club which gave costed proposals in respect of CCTV and new access gates at the Club. Members noted that the CCTV scheme was the same scheme that the Council had previously considered and rejected. Members felt that the CCTV scheme was not one that it could support but the Committee did feel that the Council should look at installing higher access gates to the outdoor green to try and help prevent access to the Club.

It was

**RESOLVED**

That the Bowls Club be informed that the Committee feels it is unable to support the installation of CCTV as proposed but that it will consider installing higher access gates to the outdoor green.

Chairman