



# Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Recreation, Open Spaces and Environment Committee (ROSE), Councillors Hall, Loader, Brown, Lower, Proctor and Cook

You are invited to an **INFORMAL MEETING** of the Recreation, Open Spaces and Environment Committee for the transaction of the business shown on the agenda below. To be held at 7 pm on **Tuesday 13 July 2021** [online at Zoom.us](https://www.zoom.us). Meeting ID: 812 0354 0438

All other recipients for information only

Claire Commons FdA (Comm Gov), Fellow SLCC, Town Clerk and RFO  
7<sup>th</sup> July 2021

## Online Meeting Arrangements

The legislation introduced by the government, to allow for online meetings during the pandemic, ceased on 6th May 2021 and the facility to meet and make decisions using virtual meeting arrangements is no longer lawful. A Scheme of Delegation to the proper officer of the town council was therefore approved on 20th April 2021. (Local government Act, 1972 s.101), and – for full openness, transparency and democracy – Councillors will hold discussions in an online meeting to enable the Proper Officer to make informed decisions.

## Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Chairman and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details above. ([Local Government Act, 1972 s.100](#))

## The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership  
([Committee on Standards in Public Life, 1995](#))

## Agenda

- 1 **APOLOGIES** .....3  
To receive and consider for acceptance, apologies for absence .....(1 min)  
([Local Government Act, 1972 s.85](#))
- 2 **DECLARATIONS OF INTEREST** .....3  
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. ....(1 min)  
([Shaftesbury Town Council Code of Conduct, 2019](#))
- 3 **MINUTES** .....4

To receive the minutes of the previous meeting of the General Management Committee ahead of formally adopting the minutes at the next convened meeting of the committee. (1 min)

(Local Government Act, 1972 Sch 12) (Shaftesbury Town Council Scheme of Delegation, 2021)

**4 OFFICER REPORTS .....5**

To receive reports pertaining to the Recreation, Open Spaces and Environment committee. ....(5 min)

(Local Government Act, 1972 Sch 12)

**5 GOLD HILL SYCAMORE CLEARANCE AUTUMN/WINTER .....7**

To consider future actions to ensure the safety of houses on Gold Hill by carrying out works on nearby trees. ....(10 mins)

(Open Spaces Act 1906, s 10)

**6 BBQS POLICY .....9**

To consider a policy regarding the use of disposable BBQs on Shaftesbury Town Council owned land. ....(15 mins)

(Open Spaces Act 1906, s 10)

**7 ST JAMES' PARK PLAY AREA .....11**

To receive draft proposals for upgrading the play equipment at St James and to agree consultation process during the summer (2021).....(10 mins)

(Public Health Act, 1875 s.164)

**8 JUBILEE RAILINGS .....13**

To consider options and quotes received for improving Jubilee Railings .....(10 mins)

(Shaftesbury Town Council Scheme of Delegation)

**9 WILDFLOWER VERGE – POLICY DEVELOPMENT .....16**

To consider adopting the next steps from the stakeholder meeting.....(10 mins)

(Shaftesbury Town Council Scheme of Delegation)

**10 ALLOTMENT GROW TO GIVE SCHEME REQUEST .....20**

To consider a 'Grow to Give' donation box is placed in each allotment site .....(5 mins)

(Shaftesbury Town Council Scheme of Delegation)

(End)

Anticipated meeting end time 8:30pm

**References**

Committee on Standards in Public Life, 1995. *The seven principles of public life*. [Online]

Available at: <https://www.gov.uk/government/publications/the-7-principles-of-public-life>

Local Government Act, 1972 s.100. *Admission of public and press to local authority committee meetings*. [Online].

Local Government Act, 1972 s.85. *Vacation of office by failure to attend meetings*. [Online].

Local Government Act, 1972 Sch 12. *Meetings and Proceedings of Local Authorities*. [Online].

Open Spaces Act 1906, s 10. *Maintenance of open spaces and burial grounds by local authority..* [Online].

Public Health Act, 1875 s.164. *Urban authority may provide places of public recreation..* [Online]

Available at: <https://www.legislation.gov.uk/ukpga/Vict/38-39/55/section/164>

Shaftesbury Town Council Code of Conduct, 2019. *Code of Conduct*. [Online]

Available at: [https://www.shaftesbury-tc.gov.uk/images/STC\\_Code\\_of\\_Conduct\\_2012.pdf](https://www.shaftesbury-tc.gov.uk/images/STC_Code_of_Conduct_2012.pdf)

Shaftesbury Town Council Scheme of Delegation, 2020. [Online].

Shaftesbury Town Council Scheme of Delegation, 2021. *Scheme of Delegation*. [Online]

Available at: <https://www.shaftesbury-tc.gov.uk/wp-content/uploads/Scheme-of-Delegation-2021-01-12.pdf>

Shaftesbury Town Council, 2020. *Financial Regulations*. [Online]

Available at: <https://www.shaftesbury-tc.gov.uk/wp-content/uploads/Financial-Regulations-2020-11-03.pdf>

Tharmarajah, M., 2013. *Local Council's Explained*. 1st ed. London: NALC.

## 1 Apologies

To receive and consider for acceptance, apologies for absence (1 min)

[\(Local Government Act, 1972 s.85\)](#)

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### 1.1 Background

- 1.1.1 The Council (including committees) should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the council (or committee), for six consecutive months, they are disqualified.

## 2 Declarations of Interest

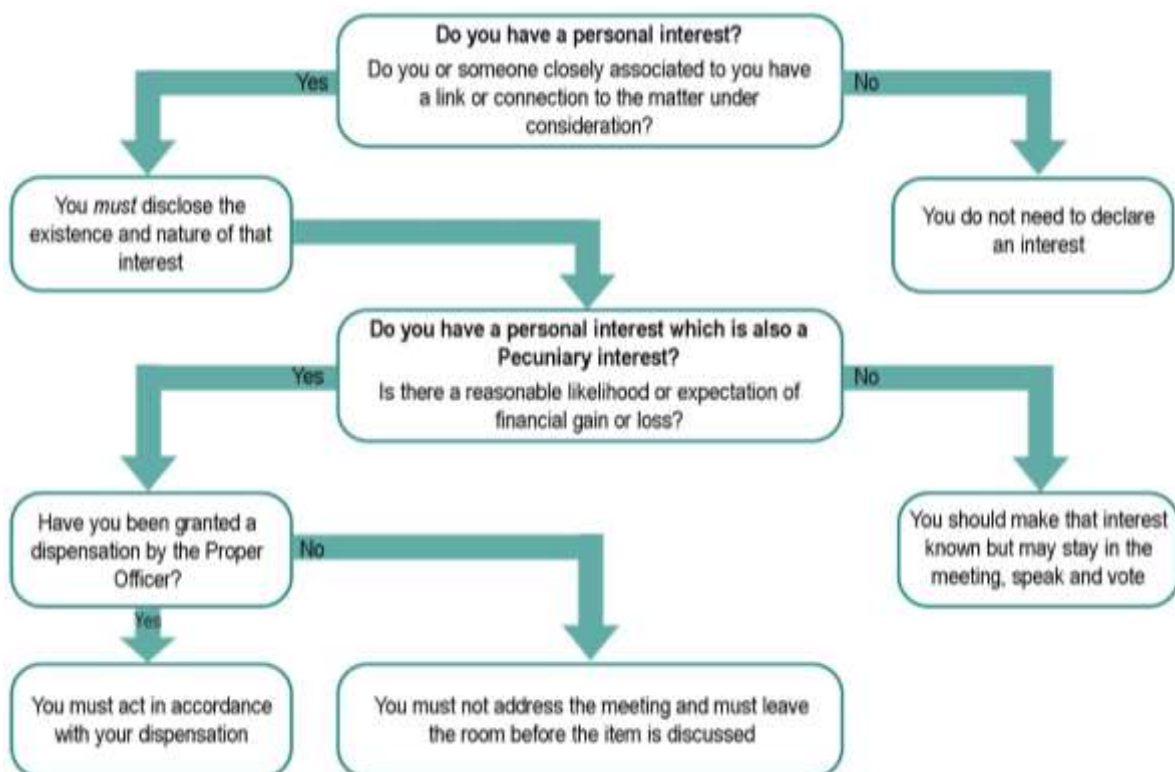
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)

[\(Shaftesbury Town Council Code of Conduct, 2019\)](#)

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### 2.1 Background

- 2.1.1 Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2019. The Clerk will report any dispensation requests received.
- 2.1.2 Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. (Shaftesbury Town Council Code of Conduct, 2019)



### **3        Minutes**

To receive the minutes of the previous meeting of the General Management Committee ahead of formally adopting the minutes at the next convened meeting of the committee. (1 min)

[\(Local Government Act, 1972 Sch 12\) \(Shaftesbury Town Council Scheme of Delegation, 2021\)](#)

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#### **3.1     Background**

- 3.1.1 When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.
- 3.1.2 Shaftesbury Town Council resolved that all powers related to the carrying out of council business be temporarily delegated to the town clerk until such time as the UK government roadmap reaches step 4 or the law changes to enable formal council meetings to convene online. That unofficial online meetings shall continue in line with the council's schedule and under the council's standing orders and that all decisions that would otherwise be made by the corporate body shall be brought to these meetings and that the officers shall act in line with the expressed wish of the corporate body.
- 3.1.3 The draft minutes cannot be resolved under the scheme of delegation.
- 3.1.4 If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154).
- 3.1.5 If inaccuracies are found in the minute dated 23/3/202, then the committee must resolve the amendments at the next formally convened meeting of the committee.
- 3.1.6 [8<sup>th</sup> June 2021](#)

#### **3.2     Minutes to be received and noted – adoption of these minutes to be resolved at the next formal meeting of this committee.**

## **4      Officer Reports**

To receive reports pertaining to the Recreation, Open Spaces and Environment committee.

(5 min)

[\(Local Government Act, 1972 Sch 12\)](#)

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### **4.1      Summary**

- 4.1.1 Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee and actions taken under the Scheme of Delegation (where not previously reported). Along with any other matters pertaining to this committee.

### **4.2      Future projects**

- 4.2.1 **Castle Hill** - It has been a long standing issue raised by residents that the East entrance to Castle Hill has no sign apart from a Footpath sign. Many walk down Bimport and signage would assist in highlighting this open space. It has been suggested that a sign be installed reading: "Castle Hill - one of Shaftesbury's wonders". Officers have received advice from Dorset Council Highways stating that there is no suitable location for installing signage in this area. This area will be brought into discussions relating to the Navigational Signage project.

### **4.3      Actions from Meeting held on 8<sup>th</sup> June 2021**

- 4.3.1 Wildflowers overtaking plots on Roundabout – See item 9
- 4.3.2 Access from the Persimmons development to Wincombe Park – *Awaiting response from Persimmons and Dorset Council.*
- 4.3.3 Improvements to Wincombe Recreations Ground – Scheduled for autumn once grass cutting is slowed down. Meeting still to be arranged regarding SW corner.
- 4.3.4 Wildflower Management Plan – See Item 9
- 4.3.5 New Litter Bins Funds transfer - Complete
- 4.3.6 Castle Hill Management Plan – In progress
- 4.3.7 Pedestrian signage on St Johns Hill – In progress, Cllr Cook may provide additional update at the meeting
- 4.3.8 A30 Allotments Screening – No current action required
- 4.3.9 Coppice Street Play Area Fencing – update to follow
- 4.3.10 Park Walk Access from Love Lane – In progress, report scheduled for 14<sup>th</sup> September
- 4.3.11 Ambassador Programme – Cllr Richard Craigmile (Motcombe Parish Council) and another gentleman Eric Plummer welcomed visitors via the Dorset Ambassador programme – the first shift was on Saturday 3<sup>rd</sup> July.

Feedback from the volunteers was very positive and the most asked question was 'where is Gold Hill'!

#### 4.3.12 Asset Disposal – Mower - Complete

### 4.4 Updates to note

4.4.1 Foliage on Gold Hill – Dorset Rangers will be cutting back vegetation on Gold Hill wall at the beginning of June. Other issues in relation to vegetation on the cobbles is being pursued with Highways and Conservation Officers at Dorset Council. Response has now been received *'Unfortunately there is not much we can do, unless the vegetation is causing an eyesore. A gentle letter to the owners sounds a good plan. To keep you updated we have contacted the owner of no 16, which is causing a eyesore in this iconic street.'*

4.4.2 Litter Bins – Guys Marsh are still in lockdown – awaiting an update from HMP lead officer.

4.4.3 Jubilee Railings – See Item 8

4.4.4 St James Play Area – See item 7

4.4.5 Research longest slide in Dorset for St James park – No results for a Dorset longest slide - only Cumbria's - 12 ft. [Link here.](#)

4.4.6 A recent independent tree assessment survey was undertaken for the Norwegian Maple tree located in Coppice Street Car Park. [Click here for link to the full report.](#)

The summary of the Arbocheck results state *"Compared to the DBV, this tree shows a slight reduction in overall vitality and is currently under moderate physiological stress."*

As a result of this second opinion the tree will be felled as part of the Car Park development works

### 4.5 Recommendation

4.5.1 That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees

### 4.6 Reason for Recommendation

4.6.1 There are no items of business identified for decision. This report provides updates on previous decisions and decisions taken under the scheme of delegation.

(End)

Report Author: Zoe Moxham, Officer Administrator



## **5      Gold Hill Sycamore clearance autumn/winter**

To consider future actions to ensure the safety of houses on Gold Hill by carrying out works on nearby trees. (10 mins)

(Open Spaces Act 1906, s 10)

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### **5.1      Summary**

- 5.1.1 Following the works carried out by the Rangers on the clearance of Gold Hill, it has been recommended that works be carried out on Shaftesbury Town Council owned trees behind a couple of the properties along Gold Hill.
- 5.1.2 *'Regarding the trees opposite number 15, it would be sensible to look at re coppicing all of the Sycamore and hazel regrowth that is on top of the wall and stump treating with herbicide. It would be prudent to remove these coppiced trees now (or this autumn/winter) whilst they are relatively small before too much root damage occurs and greater costs are incurred...We wouldn't need to use the MUPE again, it could all be done from on top of the wall and the branches stacked to create a barrier.'*

### **5.2      Scheme of Delegation**

- 5.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **5.3      Legal Implication**

- 5.3.1 The Council has the power to maintain land for open spaces in the council's area. (Open Spaces Act 1906, ss.9-10)
- 5.3.2 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **5.4      Financial Implication**

	Actual Year To Date	Current Annual Budget	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Treework	595	5,500	4,905	350	4,555	17.2%
General Grounds :- Cost Centre	<b>11,630</b>	<b>47,335</b>	<b>35,705</b>	<b>2,047</b>	<b>33,659</b>	<b>28.9%</b>

### **5.5      Recommendation**

- 5.5.1 That the committee arranges for the works to be carried out as identified above, delegating the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021. This decision will be reported to the next formally convened (in person) meeting of the Council for noting.

## **5.6 Reason for Recommendation**

- 5.6.1 To maintain the Council areas and manage risk.

(End)

Report Author: Zoe Moxham, Officer Administrator



## **6        BBQs Policy**

To consider a policy regarding the use of disposable BBQs on Shaftesbury Town Council owned land. (15 mins)

(Open Spaces Act 1906, s 10)

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### **6.1        Summary**

6.1.1    Following concerns expressed by our local PSCO (Police Community Support Officers) we have prepared a draft policy regarding the use of Disposable BBQs on Shaftesbury Town Council Land for the council to consider.

6.1.2    [Please click here to view the draft Disposable BBQ Policy.](#)

6.1.3    Castle Hill needs particular consideration because ash (carbon) may interfere with the carbon dating of any archaeological artifacts under the ground

6.1.4    It has been suggested that signs installed in key locations would assist with limiting the use of disposable BBQ's in relevant areas. Appendix A includes Posters than can be used which have been prepared by Dorset Council. These can also be used on our website and Social Media.

### **6.2        Scheme of Delegation**

6.2.1    The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **6.3        Legal Implication**

6.3.1    The Council has the power to maintain land for open spaces in the council's area. (Open Spaces Act 1906, ss.9-10)

6.3.2    The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **6.4        Recommendation**

6.4.1    That the committee provides any amendments for this Policy and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/202.

(End)

Report Author: Zoe Moxham

## Appendix A



## **7      St James' Park Play Area**

To receive draft proposals for upgrading the play equipment at St James and to agree consultation process during the summer (2021) (10 mins)

(Public Health Act, 1875 s.164)

### **7.1      Summary**

- 7.1.1 As part of the slopes management plan and using information arising from the annual play inspection report, quotes have been sought to replace the play equipment at St James' Park
- 7.1.2 The quotes that have been sought are to provide an idea of the range that is possible within the Council's budget. It is recommended that with those proposals as a starting point, the Council undertakes a community engagement and consultation exercise over the summer to understand what would best provide for the community in that location.
- 7.1.3 In addition, the Clerk has been in conversation with 'Make Space for Girls' to better understand how space can be adjusted to be more inclusive. A copy of their research findings is available here <https://www.shaftesbury-tc.gov.uk/wp-content/uploads/Make-Space-for-Girls-Summary-of-Research-findings-December-2020.pdf> .
- 7.1.4 Cllr Chase and the Clerk have also been having conversations with each year group at Shaftesbury School as part of the Youth Council project. These conversations have started to generate ideas from children age 11 – 16 on what they want from these spaces.

### **7.2      Financial Implication**

	Actual Year To Date	Current Annual Budget	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Publicity	0	500	500	0	500	0%
General Running Costs :- Cost Centre	<b>3,435</b>	<b>14,016</b>	<b>10,581</b>	<b>44</b>	<b>10,537</b>	<b>24.8%</b>

### **7.3      Legal Implications**

- 7.3.1 The Council has the power to provide play equipment and enhance its open space and recreation areas.

### **7.4      Risk**

- 7.4.1 That the Council does not represent the community and users of the space appropriately when incorporating new equipment.

## **7.5 Recommendation**

### **7.5.1 That the Council either;**

- a) Delegates to the Town Clerk in consultation with members of the Recreation, Open Spaces and Environment Committee; **or**
- b) Forms a working group with delegation to the clerk for any small expenditure;

to undertake a collection of engagement exercises during the 2021 summer to understand the needs and wishes of those who use and may come to use the play area.

## **7.6 Reason for Recommendation**

### **7.6.1 To ensure that appropriate representation is sought before committing public money to replacing existing equipment.**

Report Author: Claire Commons, Town Clerk.

## 8 **Jubilee Railings**

To consider options and quotes received for improving Jubilee Railings (10 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### 8.1 **Summary**

8.1.1 At the ROSE meeting held in February the following was resolved regarding moving forward with improving the Jubilee Railings from Park Walk down to St James' Park;

- To decide on a style of railings and delegates to the Town Clerk research on the costings for this project. To bring back to the committee for a decision.
- To recommend to Full Council that the strategic plan is amended to give priority for this project.
- It was agreed to contact local specialists for advice on this project and to mock up what it could look like if the current railings were painted black.

### 8.2 **Options to consider**

8.2.1 Option to buy a new rail system from Metal Store online and grounds team to fix into place. Estimated cost for grounds to complete £3500 excluding labour.



8.2.2 Mock up what it could look like if the current railings were painted black - see Company B's Quote for associated costs



8.2.3 Quotes received;

Company A – [Click here to view quote](#)

Company B – [Click here to view quote](#)

Company C – [Click here to view quote](#)

### 8.3 Scheme of Delegation

8.3.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### 8.4 Legal Implication

8.4.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### 8.5 Financial Implication

8.5.1 Due to the request for this project to be brought forward in the strategic plan there isn't currently a budget allocated. Shown below is the list of current reserves and projects. General Reserves are £332,753. Spend from General Reserves or virement from an existing earmarked reserve or project line will need to be a recommendation to Council, see 4.2 Financial regulations (Shaftesbury Town Council, 2020)

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>901 Reserves &amp; Projects</b>						
1301 Miscellaneous Income	12,910	0	(12,910)			0.0%
Reserves & Projects :- Income	<b>12,910</b>	<b>0</b>	<b>(12,910)</b>			
4904 Yoga In the Park	0	2,000	2,000		2,000	0.0%
4906 Playground Equipment	0	25,000	25,000		25,000	0.0%
4910 Street Furniture	496	7,000	6,504		6,504	7.1%
4912 Town Branding/Signage	3,068	49,000	45,933		45,933	6.3%
4913 Barton Hill Trust	0	1,103	1,103		1,103	0.0%
4915 Coppice Street Car Park	0	47,649	47,649		47,649	0.0%
4922 Vehicles	0	14,229	14,229		14,229	0.0%
4926 5 Year Tree Plan 2020-2025	0	3,000	3,000	44	2,956	1.5%
4927 Climate Change	0	5,000	5,000		5,000	0.0%
4928 Replacement IT Equipment	0	2,796	2,796		2,796	0.0%
4929 Managing Congestion and Parkin	0	54,112	54,112		54,112	0.0%
4930 Southern Slopes	0	2,000	2,000		2,000	0.0%
4931 Swimming Pool- Plant Room	0	45,270	45,270		45,270	0.0%
4932 Neighbourhood Planning Group	0	1,259	1,259		1,259	0.0%
4933 A30 Allotment Site	39,300	102,335	63,035		63,035	38.4%
4935 Shaftesbury Civic Society	0	250	250		250	0.0%
4937 Wild About Shaftesbury	1,000	1,000	0		0	100.0%
4941 Memorial Stone Maintenance ED	0	2,450	2,450		2,450	0.0%
4942 Litter Free Dorset	0	424	424		424	0.0%
4943 Comm. Infrast. Maltings Est.	0	45,000	45,000		45,000	0.0%
4944 Footpath/Cycle path network	0	9,210	9,210		9,210	0.0%
4945 Pop Up Shop/PB ml2/EDAC	0	25,000	25,000		25,000	0.0%
Reserves & Projects :- Indirect Expenditure	<b>43,864</b>	<b>445,087</b>	<b>401,223</b>	<b>44</b>	<b>401,179</b>	<b>9.9%</b>

## **8.6 Recommendation**

- 8.6.1 That the Committee considers the options for Jubilee railings and recommends to Full Council how to proceed and any virement or drawing from General Reserves that are required, delegating any next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End)

Report Author: Zoe Moxham, Office Administrator



## **9      Wildflower Verge – Policy development**

To consider adopting the next steps from the stakeholder meeting      (10 mins)

[\(Shaftesbury Town Council Scheme of Delegation\)](#)

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### **9.1      Summary**

- 9.1.1 Representatives from Open Spaces, Planet Shaftesbury, Dorset Council, STC Grounds team and a local Botanist met online in June to discuss the wildflower trial. Next steps to develop a wildflower policy to present to the ROSE committee were considered throughout the presentation. [Click here to access the full wildflower presentation](#)
- 9.1.2 It is important to recognise that many people will understand wildflowers to mean the kind of colourful seed mix as used in the trial plots, while the more natural native meadow areas are often forgotten.
- 9.1.3 A key consideration is how the wildflower areas are managed long term. Annual mixes often require the ground to be cleared and reseeded every year, meaning their value is lost every year and have to start again from nothing. Any insects using the plants in their vegetative state or overwintering are lost.
- 9.1.4 A better option is to ensure that even if annuals are used, there is a good mix of perennial species also present and that the areas can be managed to ensure repeated flowering without requiring clearance or high impact management annually. This would also be a cheaper option in terms of resourcing seed and management costs. Additional annuals can be over-seeded if wanted for further bursts of colour.
- 9.1.5 The cut and collect approach (as per the Blandford management plan) with appropriate timings is a really effective way to increase natural flowering plants and increase the value for wildlife. Cuttings left on verges will rot down, increase the organic matter in the soil and promote the growth of vigorous grasses, nettles and plants such as hogweed and cow parsley. The cuttings will suppress the germination of annual species and reduce the diversity and number of flowering plants.
- 9.1.6 Long term cut and collect management will also go a long way towards reducing management costs as lower nutrient soils means slower growth of tall dense species which are responsible for restricting views on roadsides.
- 9.1.7 There are opportunities for making small changes in management by adjusting cutting frequencies and timings to maximise the benefits that the natural verges and their associated wildflowers - dandelions, daisies, celandines, red and white dead-nettle etc which are in practice much more valuable to native insect species compared with sown mixes.
- 9.1.8 Options could include less frequent cutting through the summer on small patches of verge on pavements etc and also cutting in a staggered way so

that the whole towns worth of dandelions, daisies and clover is not eliminated all at once leaving insects with nothing.

- 9.1.9 For small areas, cut and collect can be managed by hand initially, if the right tools are used, and this might be a good option for trialling the method on a small scale and measuring the benefits.
- 9.1.10 A 'Wildflower tour' has been arranged for 12<sup>th</sup> July and representatives from Shaftesbury groups, including ROSE members, have been invited. The objective of the tour is to provide technical coaching on the species - to support development of biodiversity and increase knowledge. A training plan for the Grounds team will be included in the action plan.
- 9.1.11 There are 11 trial wildflower areas, all of which have received a wealth of positive public feedback. That said, given that the intention behind the verge plans is to work towards Shaftesbury's commitments to the climate and biodiversity crisis, it is really important that what is done is more than window dressing.
- 9.1.12 The first phase of the policy is to develop a town map to show all the verges listed. [Click here to access full map](#). The town map will be broken down into 6 zones and each verge and dedicated areas within each open green space will be listed for consideration. Volunteers will be assigned a zone and each verge will be categorised into whether it should be dedicated to natural wildflowers (w) manicured (m) or a hybrid (h) between the two (mown at the front and more natural at the back). The map and respective keys as shown in appendix A will be used as resource by the volunteers.
- 9.1.13 Given the positive reaction to the colourful mixes from the public, I would suggest that a better division of options should be 'Manicured', 'Natural meadow' and 'Hybrid' where hybrid can refer to oversown colourful seed mixes rather than natural grassland areas and would be suitable in smaller areas of verge that are relatively isolated and have reduced value in being managed as a biodiverse grassland. There is the need to explore the potential use of native wildflower seed to produce the more colourful effect rather than non-native annuals.
- 9.1.14 It will be important that wherever meadow areas are created, there is a maintenance of a tidy edge to show that the management is intentional and ensure that the area doesn't look unkempt, this probably wouldn't be considered a hybrid approach, but is simply good practice when managing meadow areas in urban public spaces.
- 9.1.15 Once the mapping process is complete a further report will be represented to ROSE to validate the categorisation of each verge.
- 9.1.16 Dorset Council has agreed to support the next steps by committing to supply verge management signage so the public can see the joined-up messaging.

## **9.2 Scheme of Delegation**

- 9.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

## **9.3 Legal Implication**

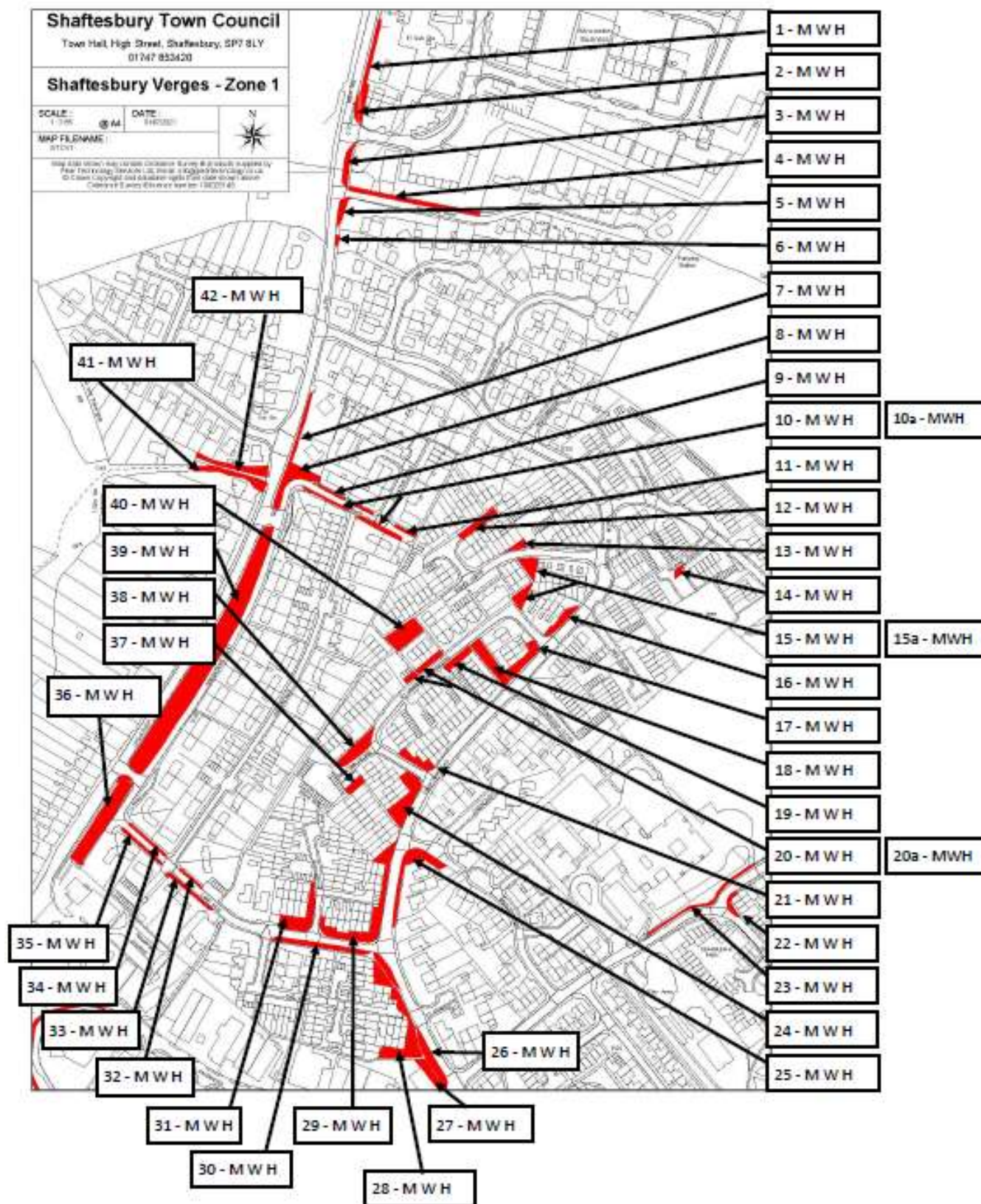
- 9.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

## **9.4 Recommendation**

- 9.4.1 That the committee considers the options as outlined in sections 9.1.2 to 9.1.9 and endorses the plan as referenced in 9.1.12 to 9.1.16 and agrees to proceed with developing the content for a detailed action plan to include development of the longer-term wildflower policy for Shaftesbury.
- 9.4.2 and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End) Report Author: Brie Logan, Business Manager

## Appendix A: Zone 1 – Shaftesbury verges



Indicate suggested verge maintenance using the boxes above. M = Manicured W = Wildflower H = Hybrid (a mix of both)

To record more details on each verge use the reference numbers provided.

Many thanks for your help with this project!



## **10      Allotment Grow to give Scheme Request**

To consider a 'Grow to Give' donation box is placed in each allotment site(5 mins)

([Shaftesbury Town Council Scheme of Delegation](#))

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### **10.1    Summary**

- 10.1.1 The Community Fridge (CF) project, managed by Open House, is working very well with many visitors benefitting from the service and maximising the food chain cycle. Regular donations from Co-op (Gillingham) and Waitrose make up the majority of the food that is shared via the scheme.
- 10.1.2 As we are into the peak growing season the CF team are looking to make connections with the gardeners of local allotments and are seeking permission from the council to place a box, where local growers can put their excess produce.
- 10.1.3 There is an aim to set this project up using the national organisation 'Grow to Give' who can help support this initiative. Click on the link to view the 'Grow to Give' website: <https://www.growtogive.co.uk/>
- 10.1.4 The CF team has also asked for a 'Grow to Give' letter is sent to each allotment letter at St James, Mampitts and Enmore Green. [Click here](#) . Due to GDPR compliance there will be a requirement for Shaftesbury Town Council to send the letter on behalf of Open House/ Community Fridge team as no personal details can be shared with an external organisation.

### **10.2    Scheme of Delegation**

- 10.2.1 The Committee is delegated consider the following matters - the strategic management of the Council's services for which there is a previously approved revenue budget of all matters relating to: i) Environmental Services which includes– Facilities, Street Scene, Parks & Open Spaces, Cemeteries ii) Business Services which includes the Guildhall, The Charter Market, Markets and Events iii) Community Services

### **10.3    Legal Implication**

- 10.3.1 The Council has the power to do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

### **10.4    Recommendation**

- 10.4.1 That the committee provides support for the Open House/ Community Fridge project and authorises a 'Grow to Give' donation box to be placed in each allotment area and a letter sent to each allotment holder and delegates the next steps to the Town Clerk to manage under the Scheme of Delegation as per the Full Council resolution dated 20/4/2021

(End) Report Author: Brie Logan, Business Manager