



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Recreation, Open Spaces and Environment Committee (ROSE), for ROSE; Hall (Chair), Cook (Vice Chair), Brown, Lewer, Loader and Proctor.

You are summoned to a meeting of the Recreation, Open Spaces and Environment Committee for the transaction of the business shown on the agenda below. To be held at 7.00pm on **Tuesday 16 February 2021** [online at Zoom.us](https://www.zoom.us/j/85698036968).
Meeting ID: 85698036968

All other recipients for information only

Claire Commons CertHE Fellow SLCC, Town Clerk and Responsible Finance Officer (RFO)
10th February 2020

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](#))

Online Meeting Arrangements

The Chairman will host the meeting, attendees will be muted and councillors invited to speak in turn at each agenda item in line with Standing Orders Rules of Debate, Councillors may raise their hand to indicate that they wish to speak at other times. Voting will be taken in turn as directed by the Chairman and should be by the response 'In Favour', 'Against', or 'Abstain'. The decision and summary of votes will be read back before moving to the next item. ([The Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations, 2020](#))

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

([Committee on Standards in Public Life, 1995](#))

Agenda

1	APOLOGIES	4
	To receive and consider for acceptance, apologies for absence	(1 min)
	<i>(Local Government Act, 1972 s.85)</i>	
2	DECLARATIONS OF INTEREST	4
	To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.	(1 min)
	<i>(Shaftesbury Town Council Code of Conduct, 2019)</i>	
3	MINUTES	5
	To confirm the minutes of the previous meeting of the Recreation, Open Spaces and Environment Committee.	(5 min)
	<i>(Local Government Act, 1972 Sch 12)</i>	
4	REPORTS FOR INFORMATION	6
	To receive and note reports pertaining to the remit of the Committee	(5 min)
	<i>(Shaftesbury Town Council Scheme of Delegation, 2020)</i>	
5	POLICY REVIEWS	9
	To review three policies pertaining to the ROSE committee; Tree, Bench and Rose Garden Memorial Policy, Scattering of Ashes Policy and Hire of Council Land.	(10 mins)
	<i>(Local Government Act, 1972 s.111)</i>	
6	BREACH COMMON REPORT	10
	To receive and note the report from the Friends of Breach Common.....	(10 mins)
	<i>(Open Spaces Act 1906, s 10)</i>	
7	DEMENTIA GARDEN	12
	To give approval for the recommended location for the Dementia Garden	(10 mins)
	<i>(Open Spaces Act 1906, s 10)</i>	
8	WILD FLOWER VERGE EXTENSION	13
	To consider extending selected planting zones in advance of the 2021 season (10 mins)	
	<i>(Open Spaces Act 1906, s 10)</i>	
9	JUBILEE RAILINGS	18
	To amend specification for the railings and agree to obtain quotes.....	(10 mins)
	<i>(Open Spaces Act 1906, s 10)</i>	
10	SALISBURY STREET GREEN – BENCH	20
	To consider a bench for Salisbury Street Green and associated spend	(10 mins)
	<i>(Open Spaces Act 1906, s 10)</i>	

(End)

Anticipated meeting end time 8:40pm

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.111. *Subsidiary powers of local authorities*. [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].
- Open Spaces Act, 1906 s.10 . *Maintenance of Open Spaces and Burial Grounds*. [Online].
- 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
- Shaftesbury Town Council Scheme of Delegation, 2020. *Scheme of Delegation*. [Online]
Available at: <https://www.shaftesbury-tc.gov.uk/wp-content/uploads/2020/11/Scheme-of-Delegation-2020-11-03.pdf>
- Tharmarajah, M., 2013. *Local Council's Explained*. 1st ed. London: NALC.
- The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations, 2020 . [Online].

1 Apologies

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

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

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

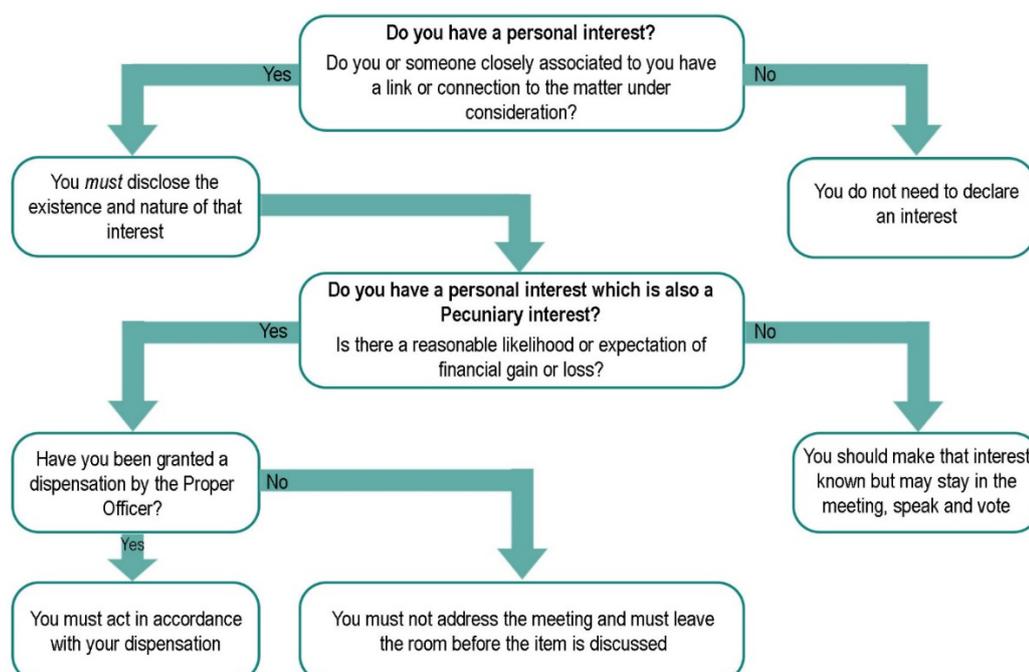
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)

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

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 confirm the minutes of the previous meeting of the Recreation, Open Spaces and Environment Committee. (5 min)

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

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 If it is necessary for the draft minutes of the previous meeting to be corrected because of an inaccuracy in them, then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154)

3.2 Minutes to be adopted

- 3.2.1 Minutes to be adopted are provided through the hyperlinks against each of the dates below. Members should read them in advance of the meeting and satisfy themselves that they are a true record of the decisions taken.
- 3.2.2 [17th November 2020](#)

4 Reports for Information

To receive and note reports pertaining to the remit of the Committee (5 min)

[\(Shaftesbury Town Council Scheme of Delegation, 2020\)](#)

4.1 Summary

4.1.1 Reports provided within this item are to receive and note only, they provide updates on decisions already taken by the Committee and actions taken under the Scheme of Delegation (where not previously reported)..

4.2 Actions from 17th November 2020

4.2.1 Scope out a plan for Goats grazing on the slopes at Castle Hill. – *In progress.*

4.2.2 Identify an appropriate location within the cemetery for siting a rose garden. – The area identified is on the boundary between cemetery and allotments, centrally located between north south.

4.2.3 Include a memorial rose lease section within the memorial policy. - *See Item 5*

4.2.4 Update the Hire of Council land Policy for ROSE to recommend to Full Council. – *Amended Hire of Council Land Policy part of Item 5*

4.2.5 Dorset Council's Climate Emergency Strategy and Action Plan. - *In progress.*

4.2.6 Support the recruitment process to actively promote the vacancy of the volunteer Rights of Way Liaison Officer volunteer. – *Completed.*

4.3 Actions from previous meetings

4.3.1 Salisbury Street Green – the signpost has been installed. A replacement bench is being sourced as the originally identified bench was a memorial bench which could not be moved. - *See item 12*

4.3.2 Park Walk Planters – planter has been ordered and will be installed by the grounds team.

4.3.3 Douglas Childs Memorial Tree – *Completed.*

4.3.4 Tree Planting Plan – on hold as it is not counted as permissible activity currently under Covid-19 restrictions.

4.3.5 Southern Slopes Management plan – *in progress.*

4.4 Other matters to note

- 4.4.1 Request in via email for the committee to provide direction on – ‘Council has mandated a reasonable dog management policy (PSPO). In line with this, please can you erect an enclosure fence around the play area in Coppice Street, to prevent dogs from contaminating it? It would be preferable to enclose most of the green grass area, as this is an area that many children use to play ball games on during the fairer weather. Many thanks for considering this.’
- 4.4.2 Memorials Strategy – A request has come in from the Shaftesbury Royal British Legion regarding a maintenance plan for the memorials in Shaftesbury. Further background information is needed and this will be brought back to committee at the next ROSE meeting.
- 4.4.3 In October 2020 the ROSE committee felt the Netball Court development project at Cockram’s needed to be included in the strategic plan and asked for further investigation to take place. Shaftesbury Town Council reviewed the 5-year strategic Plan in January 2021 and resolved to incorporate the netball court/ outdoor sports court into activity scheduled for 2022/2023.

Further investigation has been carried out to see if an interim solution to reinstate floodlights can be achieved to enable the court to be used by the Netball Club during the evenings.

The floodlights were condemned some 20+ years ago and subsequently the lights and cabling including major groundworks would cost in the region of £5,422 +vat to reinstate a lighting facility plus £3,000 to replace the lighting poles. (subject to a full site survey)

This project will be scoped up in detail in 2022 and the plan will include a replacement floodlight scheme. The project plan will be presented to Full Council for resolution in line with the strategic plan and budget setting process for 2022/2023.

4.5 Recommendation

- 4.5.1 That the reports are received and noted and any decisions needed are made.
- 4.5.2 Response for 4.4.1

4.6 Reason for Recommendation

- 4.6.1 To ensure members are kept aware of progress on matters relating to this committee and make any needed decisions.

(End)

Report Author: Zoe Moxham, Officer Administrator

5 Policy Reviews

To review three policies pertaining to the ROSE committee;
Tree, Bench and Rose Garden Memorial Policy, Scattering of Ashes Policy and
Hire of Council Land. (10 mins)

[\(Local Government Act, 1972 s.111\)](#)

5.1 Summary

5.1.1 Draft policies available to view here;

5.1.2 [Trees and Benches and Rose Garden Memorial Policy](#)

5.1.3 [Scattering of Ashes Policy](#)

5.1.4 [Hire of Council Land](#)

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 do anything that will facilitate the discharge of its duties. (Local Government Act, 1972 s.111)

5.4 Recommendation

5.4.1 That the Committee views the policies, determines any amendments and recommends them to Full Council for adoption.

5.5 Reason for Recommendation

5.5.1 To ensure all policies remain relevant and active in support of the work of the Council and the residents of Shaftesbury

(End)

Report Author: Zoe Moxham, Officer Administrator

6 Breach Common Report

To receive and note the report from the Friends of Breach Common (10 mins)

[\(Open Spaces Act 1906, s 10\)](#)

6.1 Summary

6.1.1 The following report has been received regarding Breach Common.

6.1.2 'Thanks to your council's generous grant, the Friends of Breach Common have been able to commission a report on the wildlife and management needs of the site. The report, prepared by professional ecologists, Darwin Ecology, is attached and we are using it as a basis for an online public consultation between now and Monday the 8th of February. The consultation will include an online question and answer session and details can be seen on the Planet Shaftesbury web site.

Based on the report's recommendations and subject to the outcome of the public consultation, we would like to start some initial clearance to recreate small areas of natural grassland and help to bring the Himalayan Balsam under control. This is a season-limited activity and, the initial tractor work, needs to be finished in late February before the start of the bird-nesting season in March.

As volunteers we are very grateful for the help that you have given and look forward to you further support as the programme develops.

Please let me know if you would like any further information.

John Parker

On behalf of Shaftesbury Open Spaces Group and the Friends of Breach Common'

6.1.3 [Click here to view the Breach Common – Ecological and Appraisal Opportunities report](#)

6.2 Scheme of Delegation

6.2.1 The Recreation Open Spaces and Environment Committee has been delegated to consider matters relating to Parks & Open Spaces

6.3 Legal Implication

6.3.1 The Council has the power to provide and maintain open space or burial ground in or outside the council's area. (Open Spaces Act, 1906 s.10)

6.4 Recommendation

6.4.1 That the Council receives and notes the report.

6.5 Reason for Recommendation

6.5.1 To ensure members are kept up to date on matters relating to this committee.

(End)

Report Author: Zoe Moxham, Office Administrator

7 Dementia Garden

To give approval for the recommended location for the Dementia Garden(10 mins)

[\(Open Spaces Act 1906, s 10\)](#)

7.1 Summary

- 7.1.1 At the Recreation, Open Spaces and Environment Committee meeting held in September it was resolved to delegate to Councillors Cook, Lewer and Loader in consultation with Officers to find a suitable plot of land for the dementia Friendly garden and proceed with any necessary arrangements
- 7.1.2 The Officers and Councillors delegated to this project would like to recommend to the committee that a plot of land at the bottom end of the Rose garden on Park walk be allocated.
- 7.1.3 This area is suitable for the project and fulfils all the practical elements needed for the group, the Abbey has kindly given permission for use of their facilities as needed.
- 7.1.4 This has been discussed with the head groundsman and the team agrees that this area would be suitable.

7.2 Scheme of Delegation

- 7.2.1 The Recreation Open Spaces and Environment Committee has been delegated to consider matters relating to Parks & Open Spaces

7.3 Financial Implications

- 7.3.1 None

7.4 Legal Implications

- 7.4.1 None

<h3>7.5 Recommendation</h3>

- | |
|--------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none">7.5.1 That the Committee supports the group's request and agrees to approve this location. |
|--------------------------------------------------------------------------------------------------------------------------------------------|

7.6 Reason for Recommendation

- 7.6.1 This recommendation supports inclusivity of all individuals in Shaftesbury and in particular during the continuing impact of Covid-19.

(End)

Report Author: Zoe Moxham, Officer Administrator

8 Wild Flower Verge Extension

To consider extending selected planting zones in advance of the 2021 season
(10 mins)

[\(Open Spaces Act 1906, s 10\)](#)

8.1 Summary

- 8.1.1 At the ROSE committee meeting on 15th October 2019 an update was presented to the committee to share the demo experience from the Dorset Highways team about the benefits of Wildflower verges.
- 8.1.2 On 12th November 2019 the ROSE committee RESOLVED to undertake the Wildflower verge trial in 5 locations across the town;
- (1) Christy's Lane/ Linden Park junction
 - (2) Royal Chase verge adjacent to the hotel
 - (3) Strip on the Royal Chase roundabout – South West position)
 - (4) A30 Salisbury Road verge
 - (5) New Road by underpass. All existing areas shown on the maps in appendix C in pink.
- 8.1.3 Planting in zones (2) (3) and (5) have been very successful and volunteers from Planet Shaftesbury have shared the trial with the wider community. Please see photos in appendix D
- 8.1.4 Planting on zones (1) and (2) were not successful due to HGV impact on mounting the verges
- 8.1.5 Shaftesbury Neighbourhood Plan, now awaiting referendum, includes an objective to care for green infrastructure and boost biodiversity.
- 8.1.6 The seeds were sown by the Grounds Team in May 2020 rather than March/ April due to Lockdown #1.
- 8.1.7 It is timely to present the next steps for the ROSE committee to consider as follows:
- Extend the planting in the following zones:
- (3) Strip on the Royal Chase roundabout – South West position)
 - (4) A30 Salisbury Road verge
 - (5) New Road by underpass
- Consider new planting zones as follows:
1. outside the Old Cann School in the grassed area opposite the Royal Chase hotel.

2. Ivy Cross roundabout plus the green verge opposite the island (where the road goes up to town and turns right under the bridge down to the Gillingham road (B3081) the verges at either side/both at the top of the A350 where it comes up to the Royal Chase Roundabout the corner verge on the Shaftesbury side where the C13 joins the A30 to Salisbury; there are already lots of Snowdrops here
3. There is potential to sow seeds on the green patch opposite the primary school in St James's; however, this space would need to be clearly signposted as people often wander across this space.

8.1.8 All proposed extensions to existing areas and new planting zones are shown approximately on the maps in appendix C in blue

8.1.9 Agreement from Dorset Council to support the extension to the existing areas and new area as described above is underway. At present STC are maintaining highway verges under agreement with Dorset Council. If any of the Dorset Council highways verges are identified as possible wildflower areas in the future the agreement would need to be reviewed and amended under mutual consent

8.2 Scheme of Delegation

8.2.1 Excerpt from the Scheme of Delegation – section 8.2 ROSE committee: Matters for consideration and determination – 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 include – Facilities, Street Scene, Parks & Open Spaces, Cemeteries

8.3 Financial Implications

8.3.1 There is in the region of 20KG of seed left over from the 2020 season therefore this can be used to cover the extension to the existing areas

8.3.2 If the new planting zones decision is resolved, then a further 25KG of wildflower seeds would be needed. The cost would be up to £750

8.3.3 Budget line 4927 (Climate Change) has allocated funds of £5,000

8.4 Legal Implications

8.4.1 None

8.5 Recommendation

8.5.1 That the Committee resolves to extend the Wildflower verge coverage across Shaftesbury area in the following zones (pending agreement from Dorset Council):

- Strip on the Royal Chase roundabout – South West position)
- A30 Salisbury Road verge
- New Road by underpass
- Outside the Old Cann School in the grassed area opposite the Royal Chase hotel.
- Ivy Cross roundabout plus the green verge opposite the island (B3081)
- The verges at either side/both at the top of the A350 (where it comes up to the Royal Chase roundabout)
- The corner verge on the Shaftesbury side where the C13 joins the A30 to Salisbury;
- The green patch opposite the primary school in St James's

8.5.2 Allocate £750 from the budget Line 4927

8.6 Reason for Recommendation

8.6.1 Shaftesbury Neighbourhood Plan, now awaiting referendum, includes an objective to care for green infrastructure and boost biodiversity.

8.6.2 STC declared a climate emergency in 2019 and adopted the Climate Change action Plan in January 2021- see biodiversity excerpt from the Climate Change action plan

2.7 Biodiversity – to improve biodiversity of flora and fauna thereby decreasing intervention in green areas and increase carbon absorption

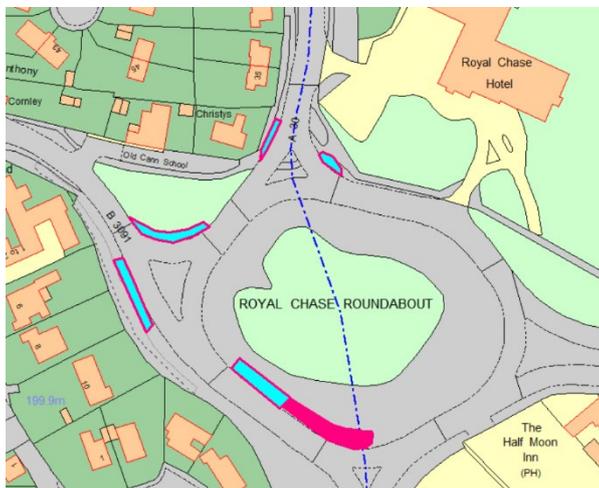
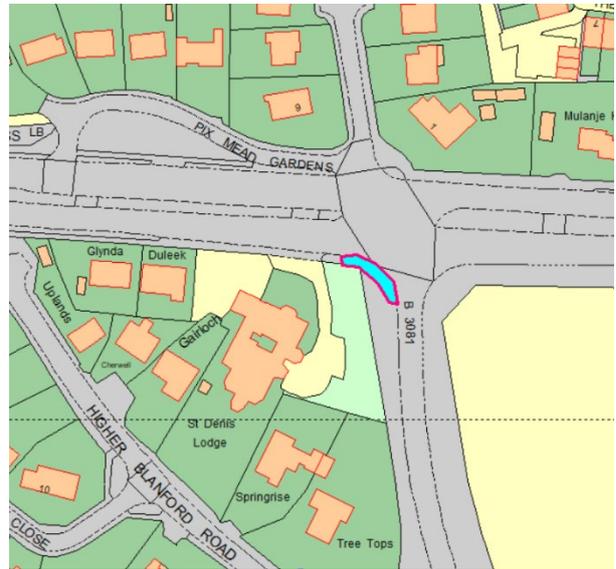
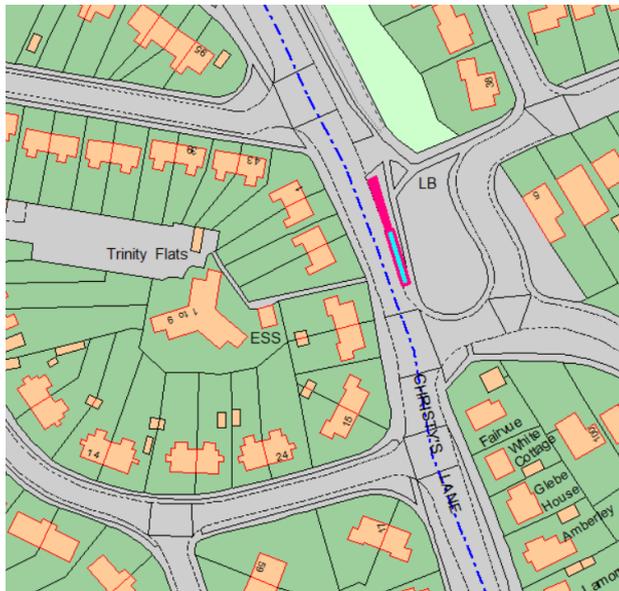
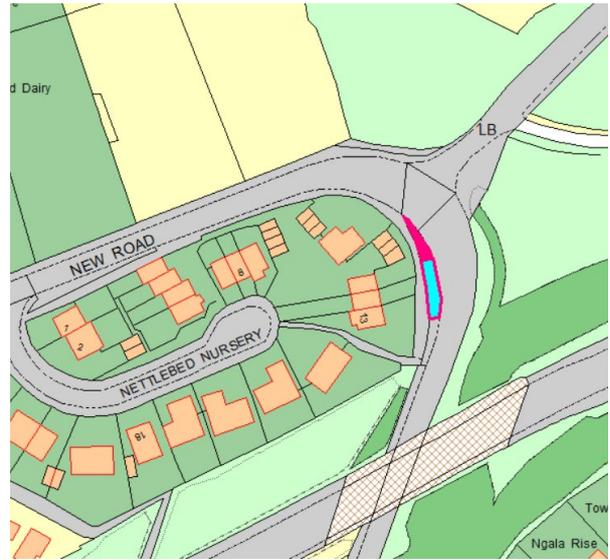
Action	Council benefit	Community benefit	When
Increase wildflower areas ¹	✓		3 years
Increase tree planting		✓	6 months

(End)

Report Author: Brie Logan, Business Manager

Report 0221ROSE11 to a meeting of the Recreation, Open Spaces and Environment Committee
Tuesday 16 February 2021

Appendix A.



Appendix B.

Photographs of 2020 season – Wildflower Verge trial



A30 Salisbury Road at the traffic lights junction with Greenacre Way
Here there is a mix of Field Poppies and other species, including
Corncockles, Cornflowers, Corn Marigolds dotted amongst them:



South West section of the Royal
Chase roundabout

The plot is a blaze of yellow and
orange provided by Pot Marigold, Corn
Marigold and Californian Poppies
amongst other species



Gillingham Road/near A30 Underpass
Heading out to Gillingham on the B3081 under the A30 to Sherborne,
there is a good showing of Field Poppies in the trial plot on the left-hand
side. There are Cornflowers, Chamomile, Corncockles and other
species scattered amongst the Poppies:

Excerpt from the Planet Shaftesbury website:

'Planet Shaftesbury is aware that there are already many road-side verges in the town populated with wildflowers. We are supporting the aim of boosting biodiversity by helping to map the location of existing wildflowers on road-side verges so that sites can be appreciated and nurtured by those interested in the town.

The wildflower verges project aims to record the location of the wildflowers throughout the spring and summer using the online "irecord" system provided by the Biological Records Centre. <https://www.brc.ac.uk/irecord/>

Thanks go to Planet Shaftesbury for their ongoing commitment and use of the photos.

9 Jubilee Railings

To amend specification for the railings and agree to obtain quotes. (10 mins)

[\(Open Spaces Act 1906, s 10\)](#)

9.1 Summary

- 9.1.1 The plan for Jubilee Railings was raised at the Budget and Precept meeting held in January so officers are providing an update and options for this project.
- 9.1.2 This project has not been allocated a start date on the Strategic plan. In order to prioritise this project, the committee may want to consider moving another project, such as the Skate Park improvements forward a year to accommodate the time and resources needed to see this project through.
- 9.1.3 The committee may wish to consider a simpler design for the railings rather than a bespoke design as previously researched (local blacksmith design) in order to fast track this project. The design could be based on the railings along the path at St James and the Railings on Gold Hill. See Images below:



9.2 Scheme of Delegation

- 9.2.1 The Recreation Open Spaces and Environment Committee has been delegated to consider matters relating to Parks & Open Spaces

9.3 Financial Implications

- 9.3.1 Cost of railings and installation. TBC following research by Officers resulting from the resolution of this item.

9.4 Legal Implications

- 9.4.1 None

9.5 Recommendation

- 9.5.1 That the Committee decided 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.
- 9.5.2 To resolve to recommend to Full Council that the strategic plan is amended to give priority for this project.

9.6 Reason for Recommendation

- 9.6.1 To make an informed decision on this project when all the relevant research has been undertaken.

(End)

Report Author: Zoe Moxham, Office Administrator.

10 Salisbury Street Green – Bench

To consider a bench for Salisbury Street Green and associated spend (10 mins)

[\(Open Spaces Act 1906, s 10\)](#)

10.1 Summary

10.1.1 Following the installation of the noticeboard at Salisbury Street Green it was resolved at the ROSE meeting held in October 2020 to install a bench, to be taken from Castle Hill.

10.1.2 The bench on Castle Hill identified was a memorial bench which could not be moved.

10.1.3 The committee may want to review the Shaftesbury Design Principles which were adopted in 2019. [Available here.](#)

10.1.4 A bench now needs to be purchased for Salisbury Street Green. Options and prices to consider below;



A - Recycled Plastic £459.40 available with dark brown or black slats or as a two seater bench for £375	B - Heritage bench with cast recycled aluminium seat ends and durable slats made from recycled plastic in brown or black £496.13	C - Made from recycled material, available in brown or black £394.53
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10.2 Scheme of Delegation

10.2.1 The Recreation Open Spaces and Environment Committee has been delegated to consider matters relating to Parks & Open Spaces

10.3 Financial Implications

10.3.1 Cost of the bench decided by the committee. Budget Line 4910, Street Furniture.

10.4 Legal Implications

10.4.1 None

10.5 Recommendation

10.5.1 That the Committee make a decision on the style and allocate funds from budget line 4910 to cover the cost of the bench to be purchased for Salisbury Street Green.

10.6 Reason for Recommendation

10.6.1 To comply with the previous resolution to install a bench at Salisbury street green.

(End)

Report Author: Zoe Moxham, Office Administrator