



# Dorchester Markets Informal Joint Panel

**Date:** Wednesday, 3 August 2022  
**Time:** 2.00 pm  
**Venue:** Council Chamber, Corn Exchange, Dorchester

## Members (Quorum 3)

Mary Penfold, Laura Beddow, Stella Jones, Janet Hewitt, Susie Hosford, Tony Lyall, Dave Bolwell, Simon Gibson, Nick Ireland, Molly Rennie, Jane Somper, Roland Tarr, John Worth and Fiona Kent-Ledger

**Chief Executive:** Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact [david.northover@dorsetcouncil.gov.uk](mailto:david.northover@dorsetcouncil.gov.uk)

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

For easy access to all the council's committee agendas and minutes download the free public app called Modern.Gov for use on any iPad, Android, and Windows tablet. Once downloaded select Dorset Council.

## Agenda

Item		Pages
1.	<b>APOLOGIES</b>	
	To receive any apologies for absence.	
2.	<b>MINUTES</b>	3 - 10
	To confirm the minutes of the meeting held on 23 February 2022.	
3.	<b>DECLARATIONS OF INTEREST</b>	
	To disclose any pecuniary, other registrable or personal interest as set out in the adopted Code of Conduct. In making their decision councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.	

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

**4. PUBLIC PARTICIPATION**

To receive any public questions or statements on the business of the Dorchester Market Joint Informal Panel.

**5. MARKET ACTIVITIES AND PROGRESS**

To receive an update on Dorchester Market activities and any progress being made and to take the opportunity to consider what was necessary to maintain its success and how this might be done.

**6. FINANCIAL POSITION**

11 - 16

To receive the regular report on the financial position of Dorchester Markets.

**7. CAR BOOT SALE FUND**

17 - 26

To consider a report on the Car Boot Sale Fund.



## DORCHESTER MARKETS INFORMAL JOINT PANEL

### NOTES OF MEETING HELD ON WEDNESDAY 23 FEBRUARY 2022

**Present:** Cllrs Laura Miller, Stella Jones, Frances Hogwood, Janet Hewitt, Susie Hosford, Tony Lyall, Simon Gibson, Nick Ireland, Molly Rennie, Roland Tarr and John Worth

**Apologies:** Cllrs Jean Dunseith, Dave Bolwell and Jane Somper

**Also present:** Mr John George - Ensors

**Officers present (for all or part of the meeting):** Adrian Stuart - Clerk to Dorchester Town Council, Graham Duggan and David Northover

#### 34. **Apologies**

Apologies for absence were received from Councillors Dave Bolwell, Jean Dunseith and Jane Somper – all Dorset Council.

#### 35. **Appointment of Vice-Chairman**

##### **Resolved**

That Councillor Laura Miller – Dorset Council – be appointed Vice-Chairman for the meeting.

The Chairman took the opportunity to thank the previous Vice-Chairman - Councillor Jill Haynes - for her contribution to the work of the Panel in the past.

#### 36. **Minutes**

The minutes of the meeting held on 30 June 2021 were confirmed.

#### 37. **Declarations of Interest**

There were no declarations of interest at the meeting.

#### 38. **Public Participation**

There was no request for public participation at the meeting.

#### 39. **Financial Outturn Projection 2021/22 & Proposed Budget 2022/23**

The Panel welcomed John George – of Ensors - to the meeting and were informed about their plans for the Fairfield market and how improvements

might be made to how it was run and managed. He provided an insight into how both Dorchester and Wimborne markets were run - including their similarities and differences.

Ensors were willing to make further investments in the market so that it built on its success but to be able to do that required some commitment from the Panel that Ensors would still remain the operators going forward.

What Mr George envisaged for how the market could operate was drawn to the attention of the Panel, with the provision of local artisan craft and produce sellers being encouraged to set up within the market itself, and in the Linneys in particular. He could see these being self-contained units, secured and fit for purpose, with a Victorian feel and look.

He considered that the indoor aspect of the market was now dated and wanted to see this opened up more – still covered, but with the sides removed. He felt this would make it more accessible and attractive.

He considered the market still had a lot to offer and hoped his vision could be taken into serious consideration by the Panel. The Panel recognised that Mr George was providing his vision for the future arrangements for the market and thanked him for this insight.

The Panel were then provided with the Management Accounts from the Market Operator with the Projected Outturn for 2021/22 - the total projected expenditure is forecast to be marginally over budget with a potential cost of £44,218 against a budget of £43,968. There was projected to be a significant deficit on the gross income budget. Current projections indicate potential income of £124,655, against a budget of £165,165. However, the latest supplementary management accounts from Ensors cautiously indicated an improved position compared to the 2020/21 outturn, which saw income severely suppressed due to Covid-19 induced restrictions.

Overall, the sum available for distribution to the Panel was forecast to be £80,437, against a net budget of £121,197, the relevant shares being split as follows: Dorset Council - £45,388 (against a budget of £66,493), Dorchester Town Council - £24,440 (against a budget of £35,804) and transfer to the Car Boot Reserve of £10,609 (against a budget of £18,900).

The Budget 2022/23 comprised a proposed expenditure budget is £44,313 with the proposed income budget is £166,379. Accordingly, the budgeted surplus for distribution was £122,066 - with Dorset Council due £67,058 and Dorchester Town Council £36,108. The budgeted top up to the Car Boot reserve would be £18,900.

Members were aware that income was significantly suppressed during the 2020/21 Financial Year as a direct result of the Covid-19 Pandemic, including associated lockdowns and restrictions. There were early indications that income levels had improved for the 2021/22 outturn, and it is hoped trading activity may return to nearer normal levels during 2022/23.

Members acknowledged the circumstances under which trading had been operating during the last years and given this accepted the figures that had been presented to them as being as reasonable as could be expected.

### **Resolved**

That the current projected outturn position for 2021/22 be noted, and the 2022/23 budget proposals be approved.

#### **40. Fairfield Linneys**

It was explained that the Fairfield Linneys were two lengths of animal sheds, one backing onto properties in Great Western Road (North Linney), the other onto Fairfield Road (South Linney). Their appearance, dimensions and purpose were described, these having fallen into disrepair in recent years.

Members recognised that any neglect related to their condition, use and maintenance and, that given they had not been utilised to their full extent since being used to house fowls on market days some 40 to 50 years previously, this decline in their condition was understandable.

However, they had in recent years been blighted by vandalism and graffiti and as a means to deter this by improving their overall appearance and condition it was now being recommended to repaint the walls of both Linneys, at a cost of some £10,000 to make good and coat with anti-graffiti paint. Irrespective of the long-term future of the Linneys, the northern Linney walls were essential as a boundary with residential properties in Great Western Road, and it was also unlikely that the wall bounding Fairfield Road would be removed. These works had therefore been actioned to minimise the risk of a repeat damage. It was confirmed that the works could be accommodated within the Panel's maintenance budget.

Officers would also implement other remedial works aimed at limiting future damage

- Litter would be removed from the caged area of the North Linney
- Guttering will be removed from the Linneys – it served no useful purpose and was an easy target for vandalism
- Consideration was being given to extending the cage in the North Linneys to a natural break point where there was an existing breeze block wall.

When resources permitted, Officers would prepare a report for the Panel to give more detailed thought to the long-term future of the structures, which were looking increasingly worn and would inevitably continue to suffer periodic bouts of anti-social behaviour. The Chairman took the opportunity to thank officers for their quick response in dealing with the most gratuitous graffiti which had recently appeared.

The Panel considered what was being proposed to be a reasonable and practical remedy in improving the Linneys appearance and condition and hoped that they could still play some practical part in how the market was able to operate in the future - welcoming a report from officers on what options would be available in this regard.

### **Resolved**

That c. £10,000 from the maintenance budget be authorised to make good and coat the inner walls of the Linneys with anti-graffiti paint and that the other remedial works, aimed at limiting future damage, be approved too.

## **41. Market Strategy**

The Panel considered a report by the Town Clerk which set out a proposed strategy for the operation of markets in Dorchester, the history of the markets and how they had evolved over time, how they operated, what the practical issues were for running them and what they achieved.

The fundamentals of the market – its purpose, its heritage and its legacy – and what it had to offer to the town in terms of economic, social and civic benefits together with how it had been managed, how it was being managed and what visions there were for its future, were all considerations.

Options for how all Dorchester markets could remain vibrant and viable going forward were considered and were informed where any improvements and expansion might be able to be accommodated and how this might be done.

Given the limitations in being able to run the market as had been done prior to the pandemic, trade - in terms of sales, browsing and passing trade – had all been curtailed significantly over the recent months. Whilst this was generally understandable, every effort had continued to be made to ensure what trade possible was maintained, with social distancing rules being applied. Despite the hardships experienced, there was still enthusiasm for pitches and being part of the set up by vendors.

The Panel saw this as welcomed news and, in recognising how popular the markets all were, were pleased to see that there had been some resurgence in trade and interest now a degree of normality had returned. They acknowledged there was a loyal and dedicated patronage of the stalls and saw no reason why this shouldn't continue to thrive into the future.

They were pleased to hear about what the planned strategy; how things were being done and what might be able to be done, and how this might be achieved.

The Panel considered what options there were for the future of Dorchester markets - in terms of trading activities; locations; popularity and footfall; access; legal and contractual commitments and obligations; and cultural and social community considerations - with a presentation from the Town Clerk facilitating this discussion and the panels understanding.

Accordingly they considered the options being recommended:-

- Explore grounds for an extension of the current lease beyond April 2026
- Prepare for a new procurement of the market operation from April 2026
- Bring management of the market in house from 2026 – note that neither Council currently has the skillset or resource to manage the Fairfield market

Irrespective of which long term solution was selected, it was important that in the short term, the Panel worked with Ensors to ensure that the market was well managed and well promoted.

Ensors had been offering to invest in the site in exchange for an extension to the lease for a number of years, and had also previously sought to acquire the site. Their view was that investment in buildings infrastructure was necessary to safeguard and rebuild the market. For a number of reasons, at any time, one or other or both Councils had not supported a lease extension. The Procurement Officer at Dorset Council had confirmed that the lease itself did not make provision for an extension and that there did not appear to be grounds for an exemption to introduce an extension. Nonetheless, Ensors remained keen for an extension to the lease.

Issues for consideration would be how the markets operated; how they could best adapt to meet the needs of today's consumer; what the means of doing this would be; what arrangements were necessary to achieve this; what rental, licencing and contractual arrangements were necessary to secure their continuation; and how they could improve their efficiency to ensure viability was maintained.

Town Council officers had explored the potential to co-ordinate a monthly programme (March-December) operating in the High Street and at Poundbury to provide a consistent approach to traders and to provide a consistent message to visitors, and in addition to liaise with the local business community to ensure that footfall benefits are felt more widely. This new market programme also offered an opportunity to determine new standards regarding the way the events will operate, for example in relation the climate or how products were sourced. One key consideration was who would expect to benefit financially from operating the markets and how this might be achieved. Fairs and other events should also be given consideration in the round.

As a market town, of the County Town, the Panel considered its markets were something of which to be rightly proud and was considered an asset in providing an opportunity for traders, a boost for the local economy and was a business seedbed. The Panel understood they all played their part in attracting footfall locally and from visitors afar and acted as a means of social service - providing value for money goods that were not necessarily able to be sourced by other means. It was community focused, vibrant and stimulated local contact, being adaptable in reflecting changing needs and trends.

The Panel appreciated having the opportunity to be able to review of issues considering that, as well as the economic benefits to be gained, the social and welfare benefits of the market were of considerable value too.

Whatever options were available, it was accepted that the markets should be invigorated so as to provide something unique and relevant to the customer of today, to meet their expectations - were that be more street food outlets, demonstrations or heritage exhibitions.

This would go a long way to ensuring their viability was maintained and gave a valid reason for people to continue to visit it in the numbers previously seen. It was accepted that the pandemic had seriously affected what could be done in the recent past, but they saw no reason why this trend couldn't be reversed going forward.

Consideration would continue to be given to the differing scenarios and various options with regard to trade, performance and management of the different market entities, in identifying and assessing how this could be best achieved so as to serve as some basis for how the markets could operate successfully going forward.

The Panel acknowledged the benefits of what the markets brought to Dorchester and what they each had to offer in their own way, not only as an entity – as a means of trading goods, services and produce which might not otherwise be readily accessible directly between suppliers and public - but their wider value and contribution too, in attracting visitors to the town and as a social and community asset. Moreover, in being an historic market town, the essence of maintaining a viable and successful market was critical to the fabric and vitality of Dorchester.

Most importantly the Panel wanted to see them successful and continue contributing to the economy of the town and be seen as a social and community asset for years to come and there was a considerable will to see these valued assets succeed.

It was considered that the pandemic had provided the opportunity to reassess and re calibrate what was being done and the process for doing it. Whilst the principles on what to do, how to do it and, where it should be done were accepted, it was recognised that there was a need for the strategy to be implemented and built upon to ensure any success was maintained.

As part of this they agreed that it would be in the interests of Dorchester and beneficial to prepare for a new procurement of the market operation from April 2026, with Ensors still being able to tender for a continuation of their operations. This option would provide for a re-evaluation and reset of what Dorchester wanted from its markets, how they should be operated and what improvements could be gained in doing so.

The Panel considered that, in the circumstances, what was being proposed was as practicable as it could be in managing the way in which the markets operated and in them being prepared to meet future needs and trends.



**Resolved**

That the recommended Option be to authorise officers to prepare for a new procurement of the market operation from April 2026.

42. **Exempt Business**

**Resolved**

That the following item be considered in closed session.

43. **Cornhill Market**

The Panel discussed the finances of the Cornhill market and the considerations around its operation.

**Resolved**

That the Head of Community and Public Protection be authorised to enact the recommendation contained in the Town Clerk's report.

**Duration of meeting:** 2.30 - 4.30 pm

**Chairman**

.....

This page is intentionally left blank

## **Dorchester Markets Joint Informal Panel 3<sup>rd</sup> August 2022 Financial Outturn Report 2021/22**

### **For Decision**

**Portfolio Holder:** Cllr L Miller, Customer and Community Services

**Executive Director:** J Sellgren, Executive Director of Place

Report Author: Kevin Evans

Title: Senior Accountant

Tel: 01305 225188

Email: kevin.evans@dorsetcouncil.gov.uk

**Report Status:** Public

#### **Recommendation:**

That members of the panel approve the income and expenditure statement for 2021/22.

#### **Reason for Recommendation:**

To enable Members of the Panel to consider and approve the Accounts for the year ending 31<sup>st</sup> March 2022.

#### **1. Executive Summary**

Markets in Dorchester have operated since Anglo Saxon times, and are prescriptive. Under an agreement dated 1984 the markets are managed by Dorset Council for the benefit of Dorset Council and Dorchester Town Council with operational oversight carried out by the Dorchester Markets Joint Informal Panel. The Markets income and expenditure is held within the accounts of Dorset Council. The Panel receives a report on the annual budget and the annual outturn.

#### **2. Financial Implications**

As detailed in the report.

### **3. Well-being and Health Implications**

None.

### **4. Climate implications**

None.

### **5. Other Implications**

None.

### **6. Risk Assessment**

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: LOW as the fall in income was anticipated.

Residual Risk: MEDIUM as there could be a further loss of income.

### **7. Equalities Impact Assessment**

None.

### **8. Appendices**

Appendix 1 – Financial Outturn 2021/22.

### **9. Background Papers**

Financial statements from the Market Operator (Ensors).

#### **1. Budget 2021/22**

- 1.1 The Panel agreed a budget for 2021/22 at a meeting on 27<sup>th</sup> January 2021. The expenditure budget was set at £43,968, with the income budget at £165,165, leaving a budgeted surplus for distribution of £121,197.

#### **2. Outturn 2021/22**

- 2.1 Actual expenditure incurred during 2021/22 totalled £44,619 against a budget of £43,968, resulting in a minor overspend of £651. This was mainly due to higher than budgeted costs incurred against Maumbury Road Public Conveniences.
- 2.2 Included in the £43,968 total expenditure budget was a line for Repairs & Maintenance (R&M) with a budget of £19,600. This line had a nil variance in 2021/22. Actual R&M expenditure incurred

was £4,326, with the balance of £15,274 being transferred into the Market Maintenance Earmarked Reserve.

- 2.3 The total income accounted for during 2021/22 was £130,022 against a budget of £165,165, leaving an income deficit of £35,143. The main underlying reason for this shortfall is the continued effect of the Covid-19 pandemic, particularly on the Cornhill Traders budget. The income deficit also includes an adjustment of £4,824, where an element of income was overstated on the 2020/21 outturn.
- 2.4 Income generated from the Market operator contract with Ensors has seen significant improvement from the 2020/21 outturn. This was to be expected to a certain extent with the easing of national restrictions and lockdowns. Income from the Market operation slightly exceeded the budget, whilst there was a deficit of £6,384 on the budgeted Car Boot income.
- 2.5 For 2020/21, there was a 50% reduction in the budgeted income contribution of £47,824 in relation to Fairfield Car Park income in recognition of the reduced Market activities during restrictions. However, in 2021/22, the full budgeted £48,541 contribution was received from Parking services following the easing of Covid restrictions and return a more normal trading environment.
- 2.6 It was agreed at the previous panel meeting that the outstanding debt in relation to the Cornhill Traders, up to 31/03/22, would be written off. This write off has now been actioned in the accounts. There is therefore a significant shortfall of income against the original budgeted income allocation on the Cornhill Traders account. Monthly invoicing has re-commenced with effect from 01/04/2022 at the existing rate. There are ongoing discussions between the operator and senior officers regarding future rental premiums.
- 2.7 The final net surplus for distribution in 2021/22 was £85,402 against a budget of £121,197, a shortfall of £35,795. The distribution of this is as follows....
  - £13,154 to the Sunday Car Boot Reserve (against a budget of £18,900)
  - £46,961 to Dorset Council (against a budget of £66,493)
  - £25,287 to Dorchester Town Council (against a budget of £35,804)

### **3. Reserves Position 2021/22**

- 3.1 The balance carried forward on the Market Maintenance Earmarked Reserve, as at 31/03/2022, is £42,928. This is comprised of an opening balance of £27,654, plus the unspent R&M 2021/22 budget of £15,274. There were no drawdowns made on this reserve during 2021/22.
  
- 3.2 The balance carried forward on the Sunday Car Boot Earmarked Reserve, as at 31/03/2022, is £28,781. This is comprised of an opening balance of £15,625, plus the 2021/22 top up of £13,156 from the Sunday Car Boot proceeds. Please note, that there is a difference of £2 from the calculated reserve movement due, as the £13,156 was an estimated figure in order ensure the transfer was done as per Dorset Council Closedown of Accounts timetable. The balance will be adjusted to reflect the actual figure during 2022/23. It was agreed that there would no drawdown on the reserve to fund community grant awards during 2021/22. This reserve is used for community awards within the Dorchester locality.

**Footnote:**

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

	(A) Budget 2021/22 (£)	(B) Outturn 2021/22 (£)	(C) Variance (£)
<b><u>EXPENDITURE</u></b>			
<b>Premises</b>			
Repairs and maintenance	19,600	19,600	0
Electricity	3,250	3,036	214
Water	0	221	-221
Insurance	880	880	0
2/7 share of actual costs of toilets	2,200	2,822	-622
	<b>25,930</b>	<b>26,559</b>	<b>-629</b>
<b>Supplies and Services</b>			
Subscriptions	716	738	-22
Security Costs	0	0	0
	<b>716</b>	<b>738</b>	<b>-22</b>
<b>Recharges</b>			
Dorset Council	15,634	15,634	0
Dorchester Town Council	1,688	1,689	-1
	<b>17,322</b>	<b>17,323</b>	<b>-1</b>
<b>TOTAL EXPENDITURE</b>	<b>43,968</b>	<b>44,619</b>	<b>-651</b>
<b><u>INCOME</u></b>			
<b>Rents</b>			
Market Operator Contract	-48,000	-49,637	1,637
Car Boot	-21,000	-14,616	-6,384
Cornhill Traders	-25,974	4,824	-30,798
Rents - Corn Market and Cafe	-21,150	-21,150	0
Farmers Market	0	0	0
Rival Market Fee	-500	0	-500
Recovered Costs	0	-902	902
Fairfield Car Park	-48,541	-48,541	0
<b>TOTAL INCOME</b>	<b>-165,165</b>	<b>-130,022</b>	<b>-35,143</b>
<b>SURPLUS</b>	<b>-121,197</b>	<b>-85,402</b>	<b>-35,795</b>
<b>DISTRIBUTION OF SURPLUS</b>			
Sunday Car Boot Reserve	18,900	13,154	-5,746
Dorset Council	66,493	46,961	-19,532
Dorchester Town Council	35,804	25,287	-10,517
	<b>121,197</b>	<b>85,402</b>	<b>-35,795</b>
<b>Market Maintenance Earmarked Reserve</b>			
Balance b/f 01.04.2021	27,654		
Transactions 2021/22	15,274		
<b>Balance c/f 31.03.2022</b>	<b>42,928</b>		

This page is intentionally left blank



## Dorchester Markets Informal Joint Panel

**3 August 2022**

### Report

#### For Decision

**Portfolio Holder:** Cllr L Beddow, Culture, Communities and Customer Services

**Local Councillor(s):** Cllr Molly Rennie, Cllr Andy Canning, Cllr Les Fry, Cllr Stella Jones, Cllr Richard Biggs

**Executive Director:** A Dunn, Executive Director, Corporate Development

Report Author: Fiona Thomas / Laura Cornette  
Title: Dorchester Market Car Boot Fund distribution  
Email: Fiona.Thomas@dorsetcouncil.gov.uk

**Report Status:** Public

#### Brief Summary:

##### 1. Executive Summary

To ensure that the panel is updated on the current grant fund of the Dorchester Car Boot Fund as of July 2022 and to ask the panel to consider opening the grant fund for 2022/23.

##### 2. Financial Implications

The Dorchester Market Car Boot Fund is financed entirely by the income from the car boot sales. The fund is currently managed and administered by officers in the Communities and Partnerships Team at Dorset Council

##### 3. Climate implications

#### **4. Other Implications**

The Dorchester Market Car Boot Fund last opened for applications in 2020.

At this time, as a result of the extraordinary and unforeseen impact of the coronavirus epidemic a total of 13 applications were received by the closing date, significantly less than in previous years (2019: 43).

The Grant awarding panel met (virtually) on the 28<sup>th</sup> July 2020 to consider the applications. A total of 11 community and voluntary organisations were successful and the total amount awarded was £13,344.

Since April 2020 the fund has remained dormant and has continued to accrue. In July 2022 the fund stood at c. £28,000. Officers from the Communities and Partnerships Team are involved in the management and administration of the fund.

#### **5. Risk Assessment**

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

The Dorchester Market Car Boot Fund is subject to auditable standards of governance. All applications are assessed against clear criteria and organisations and groups are required to submit the necessary documentation.

#### **6. Equalities Impact Assessment**

Dorset Council has a statutory duty to promote equality through all of its services and expenditure, including grant aid. The funding of community based projects helps to provide a wide range of activities for all residents and support for those in need.

EQIA attached as Appendix 1

#### **7. Appendices**

##### **Appendix 1: Equalities Impact Assessment**

#### **8. Background Papers**

Dorset Council, on behalf of the Dorchester Markets Car Boot Panel, receives income from the Sunday Dorchester Car Boot Sale held on the Dorchester

Market site. A proportion of this income is distributed to community and voluntary organisations via a community fund that is managed and administered by the Council through a panel comprising of members from Dorset Council and Dorchester Town Council.

The principle of using car boot sale returns to fund a grant scheme was first established in 1997 when Dorchester Markets Joint Committee created a donation scheme using the income from the weekly Dorchester car boot sale

## **9. Dorchester Market Car Boot Fund Criteria**

The Dorchester Market Car Boot Fund is open to community and voluntary organisations and in order to be shortlisted the following criteria must be met:

- Organisations must be operating or supporting residents living within a 6.67 mile radius of the market and within the West Dorset District Council boundary.
- All organisations must have a written constitution or terms of reference.
- All organisations must have an equal opportunities policy or be working towards adopting such a policy.
- If relevant, organisations must have safeguarding policy for vulnerable adults and/or children.
- All organisations must submit a copy of their most recent set of accounts or if a new organisation a copy of a recent bank statement

### **Footnote:**

Issues relating to financial, legal, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

### **Recommendation:**

That the panel consider whether they wish to open the grant fund for 2022/2023 to eligible groups. Officers suggest the fund could be opened mid-September for a period of 6 – 8 weeks. As eligible community groups re-start activities they may benefit from additional funding.

This page is intentionally left blank

## **Equality Impact Assessment (EqIA)**

### **1. Initial information**

Distribution of Grants from the Dorchester Market Car Boot Fund

### **2. This is a:**

Review of policy, project, strategy, project or service

### **3. Is this (please delete those not required):**

Both internal and external

### **4. Please provide a brief overview of its aims and objectives:**

To ensure that the Dorchester Markets Joint Informal Panel is updated on the accrued charitable funding from the Dorchester Car Boot Fund since 2020 and consider opening the grant fund for 2022/23.

### **5. Please provide the background to this proposal?**

The principle of using car boot sale returns to fund a grant scheme was first established in 1997 when Dorchester Markets Joint Committee created a donation scheme using the income from the weekly Dorchester car boot sale.

Dorset Council receives income from the Sunday Dorchester Car Boot Sale held on the Dorchester Market site. A proportion of this income is distributed to community and voluntary organisations via a community fund that is managed and administered by the Council through a panel comprising of members from Dorset Council and Dorchester Town Council.

The majority of organisations awarded funding are small community based, volunteer run organisations where this funding can make a considerable difference. In 2019 31 awards were made – the majority (20) for under £500, 11 organisations received grants between £501 - £1,000 and two organisations received funding over £1,000. (Total: £15,739)

The Dorchester Market Car Boot Fund last opened in 2020. As a result of the extraordinary and unforeseen impact of the coronavirus epidemic a total of 13

applications were received by the closing date, significantly less than in previous years (2019: 43).

The Dorchester Market Car Boot Fund is open to community and voluntary organisations and in order to be shortlisted the following criteria must be met:

- Organisations must be operating or supporting residents living within a 6.67 mile radius of the market and within the West Dorset District Council boundary.
- All organisations must have a written constitution or terms of reference.
- All organisations must have an equal opportunities policy or be working towards adopting such a policy.
- If relevant, organisations must have safeguarding policy for vulnerable adults and/or children.
- All organisations must submit a copy of their most recent set of accounts or if a new organisation a copy of a recent bank statement

### **Evidence gathering and engagement**

The last round of the Dorchester Car Boot Fund was held in 2020 and despite low application numbers the panel awarded 11 grants from a range of themes including Children and Young People (£1,850), Disability (£2,750), Diverse Communities (£1,000), Health and Wellbeing (£3,744), Environment (£200) and Sports (£3,800).

In the previous year, a total of 45 applications were received. A total of 31 community and voluntary organisations were successful, and the total amount awarded was £15,739.

The awards were made across a range of themes: Arts and Culture (£1,997 – 13%) Children and Young People (£3,140 – 20%) Diverse Communities (£1,390 – 9%) Disability (£1,750 – 11%) Environment (£200 – 1%) Health and Wellbeing (£2,760 – 18%) Information, Advice and Guidance (£1,000 – 7%) , Sports (£2,464 – 16%) and Volunteering (£750 – 5%)

The communications on the fund is shared from Dorchester Town Council who have a wide range of engaged community groups and Dorset Council as well as our VCS Infrastructure partners.

### **6. What sources of data, evidence or research has been used for this assessment? (e.g national statistics, employee data):**

Previous grant applications to this fund – 2019 and 2020.

## 7. What did this tell you?

The funding is targeted at small grass roots, volunteer led organisations who would find it difficult to access funding from other sources and positively contribute to their communities in a range of different ways.

## 8. Is further information needed to help inform decision making?

No

### Key to impacts

Positive Impact	<ul style="list-style-type: none"> <li>the proposal eliminates discrimination, advances equality of opportunity and/or fosters good relations with protected groups.</li> </ul>
Negative Impact	<ul style="list-style-type: none"> <li>protected characteristic group(s) could be disadvantaged or discriminated against</li> </ul>
Neutral Impact	<ul style="list-style-type: none"> <li>no change/ no assessed significant impact of protected characteristic groups</li> </ul>
Unclear	<ul style="list-style-type: none"> <li>not enough data/evidence has been collected to make an informed decision.</li> </ul>

Impacts on who or what?	Choose impact	How
Age	Positive Impact	The fund is open to any group that meets its wide ranging criteria and therefore all protected characteristics have equality of access to support by the voluntary and community groups that apply for funding (see above for funding given under previous themes)
Disability	Positive Impact	
Gender reassignment and Gender Identity	Positive Impact	
Marriage or civil partnership	Positive Impact	
Pregnancy and maternity	Positive Impact	
Race and Ethnicity	Positive Impact	
Religion and belief	Positive Impact	
Sex (consider men and women)	Positive Impact	

Impacts on who or what?	Choose impact	How
Sexual orientation	Positive Impact	The fund is open to any group that meets its wide ranging criteria and therefore all protected characteristics have equality of access to support by the voluntary and community groups that apply for funding (see above for funding given under previous themes)
People with caring responsibilities	Positive Impact	
Rural isolation	Positive Impact	
Socio-economic deprivation	Positive Impact	
Armed forces communities	Positive Impact	

**Please provide a summary of the impacts:**

Based on our previous data (applications to this grant fund) we anticipate a similar group of organisations from the eligible area will apply and as a result positive impact will be demonstrated across the protected characteristic categories.



## Action Plan

Summarise any actions required as a result of this EqIA.

Issue	Action to be taken	Person(s) responsible	Date to be completed by
Awareness of grant fund	Work with Dorchester Town Council and VCS Infrastructure partners to raise awareness of the fund in the specified area to all eligible organisations.	Fiona Thomas	31.03.2023

## Sign Off

**Officer completing this EqIA:** Fiona Thomas, Community Engagement Project Officer, Communities & Partnerships, Dorset Council

**Date of completion:** 19.07.2022

**Version Number:** 2

**EqIA review date:** 31<sup>st</sup> March 2023

**Equality Lead Sign Off:** James Palfreman-Kay, Equality Diversity and Inclusion Officer, Dorset Council

Next Steps:

- the EqIA will be reviewed by Communications and Engagement and if in agreement, your EqIA will be signed off.
- if not, we will get in touch to chat further about the EqIA, to get a better understanding.
- EqIA authors are responsible to ensuring any actions in the action plan are implemented.

Please send to [Diversity and Inclusion Officer](#)

This page is intentionally left blank