



# BLANDFORD FORUM TOWN COUNCIL

To: All Town Councillors  
Members of the Public & Press

Dorset Council Councillors

Dear Member

## TOWN COUNCIL MEETING

You are summoned to attend a meeting of the Town Council which will be held in the **Corn Exchange**, Market Place, Blandford Forum on **Monday 16<sup>th</sup> December 2019 at 7.00 pm** to consider the following items.

Linda Scott-Giles  
Town Clerk  
9<sup>th</sup> December 2019

## A G E N D A

Prior to consideration of the following Agenda, there will be a democratic quarter of an hour, which may be extended at the discretion of the Committee, during which time members of the public may speak. During the course of the meeting, members of the public and our elected representatives from the Dorset Council may indicate they wish to speak, and, at the discretion of the Chairman, and with the approval of the Members, they may be allowed to do so on points of information only. The Committee may on occasion invite members of the public to comment on specific issues where points of information or their particular knowledge on a subject might prove of benefit to the Committee. Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available.

1. Public Session
2. Report from Dorset Council Councillors
3. Apologies
4. To receive any Declarations of Interest and Requests for Dispensations
5. Minutes of the Town Council Meeting held on 25<sup>th</sup> November 2019
6. Town Clerk's Report & Correspondence
7. Civic Report
8. Recommendations and Receipt of Minutes
  - 8.1 Finance & Staffing Committee Meeting dated 9<sup>th</sup> December 2019 (**includes the budget for 2020/21**)
    - 8.1.1 Recommendations
    - 8.1.2 To RECEIVE the Minutes
9. [To consider responding to NALC's consultation paper on strengthening police powers to tackle unauthorised encampments with a deadline of 19<sup>th</sup> February 2020 - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/844954/Unauthorised\\_Encampments\\_-\\_consultation\\_paper.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/844954/Unauthorised_Encampments_-_consultation_paper.pdf) circulated to Councillors on 28<sup>th</sup> November (paper attached)

10. [To consider expenditure approval for an additional van](#) (paper attached)
11. [To consider retrospective approval for the introduction of a water tank at the Rugby Club, Larksmead](#) (paper attached)
12. [To consider expenditure authority to engage the services of a sound technician for the Remembrance Sunday outdoor service](#) (paper attached)
13. [To receive an update on future newsletters](#) (paper attached)
14. [To consider how to proceed with recommended phased works to the skate park](#) (paper attached)
15. [To consider a request for a Community Speed Indicator Device for Black Lane](#) (paper attached)
16. To receive an update on the railway arches and consider expenditure authority (paper to follow)
17. To receive an update and consider any requests from the:
  - 17.1 Neighbourhood Plan Working Group – Blandford +
    - 17.1.1 To consider retrospective approval for amendments to Policy B8 of the Neighbourhood Plan – Blandford Forum Town Centre (verbal update and report by Cllr R Carter)
  - 17.2 BFTC Commemoration Group
  - 17.3 Public Art Plan
  - 17.4 Corn Exchange
  - 17.5 VE75 Planning Group
    - 17.5.1 [Update](#) (paper attached)
    - 17.5.2 To consider a request to pay for St John Ambulance cover
  - 17.6 Climate Change & Biodiversity
  - 17.7 Dorset Council Grant to support the Market Area Enhancement Project
18. Reports from Community and Local Organisations (Councillors are requested to advise the Chairman of Council or the Town Clerk if they wish to make a report under this heading)

**A Barnes for a Recreation Trust Meeting  
will follow this Town Council Meeting.**

**DATES OF FUTURE MEETINGS**

23 <sup>rd</sup> December	Office closes at 12.30pm
2 <sup>nd</sup> January	Office re-opens at 9.30am
13 <sup>th</sup> January	Planning Meeting
20 <sup>th</sup> January	Recreation & Amenities Committee Meeting

Minutes of the Town Council and Committee meetings are available from Blandford Library, the Town Clerk's Office and at [www.blandfordforum-tc.gov.uk](http://www.blandfordforum-tc.gov.uk)

Twinned with Preetz, Germany



Town Clerk's Office  
Church Lane, Blandford Forum  
Dorset DT11 7AD



Twinned with Mortain, France



Tel: 01258 454500 • Fax: 01258 454432  
Email: [admin@blandfordforum-tc.gov.uk](mailto:admin@blandfordforum-tc.gov.uk)  
[www.blandfordforum-tc.gov.uk](http://www.blandfordforum-tc.gov.uk)

## **To consider responding to NALC's consultation paper on strengthening police powers to tackle unauthorised encampments**

The Home Office has issued a new consultation on strengthening police powers to tackle unauthorised encampments. The consultation covers criminalising the act of trespassing, broadening the existing categories of criminal trespass and broadening police powers to deal with trespassers.

### **Context**

The government previously consulted on unauthorised developments and encampments in April 2018. Responses to this made clear that significant problems are created by many unauthorised encampments, including the sense of unease and intimidation residents feel when an unauthorised encampment occurs, the frustration at not being able to access amenities, public land and business premises, and the waste and cost that is left once the encampment has moved on.

The government also heard compelling evidence that stronger powers are needed to address the issues and concerns identified and that the majority of respondents believe the government should consider criminalising unauthorised encampments in England and Wales, by creating an offence of trespassing when setting up an unauthorised encampment. The government would now like to test the appetite to go further and broaden the existing categories of criminal trespass.

### **NALC's views**

NALC is minded to use points made in response to the April 2018 consultation, as a steer to guide our new response. These include:

- All cases of unauthorised encampments should be criminalised on account of trespassing
- The police should have the power to direct trespassers to leave land as soon as it has been determined that they are there illegally
- The police should be able to take action regardless of the number of vehicles in the unauthorised encampment
- Principal authorities should have the power to demand the police attend as soon as an unauthorised encampment appears and to claim back costs incurred repairing damage caused by clearing up after unauthorised encampments

### **Consultation questions**

NALC will be responding to the below consultation questions and is interested in the sector's views:

Q1. To what extent do you agree or disagree that knowingly entering without the landowner's permission should only be made a criminal offence if it is for the purpose of residing on it?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q2. To what extent do you agree or disagree that the act of knowingly entering land without the landowner's permission should only be made a criminal offence if it is for the purpose of residing on it with vehicles?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q3. To what extent do you agree or disagree that the landowner or representatives of the landowner should take reasonable steps to ask persons occupying their land to remove themselves and their possessions before occupation of the land can be considered a criminal offence?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q4. To what extent do you agree or disagree that a criminal offence can only be committed when the following conditions have been met?

a) the encampment prevents people entitled to use the land from making use of it

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

b) the encampment is causing or is likely to cause damage to the land or amenities

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

c) those on the encampment have demanded money from the landowner to vacate the land;  
and/or

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

d) those on the encampment are involved or are likely to be involved in anti-social  
behaviour.

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q5. What other conditions not covered in the above should we consider?

Q6. To what extent do you agree or disagree that police should be given the power to direct  
trespassers to suitable authorised sites in a neighbouring local authority area?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q7: Should this be subject to conditions around agreements being in place between local authorities?

Yes / No

Q8: Should there be a maximum distance that a trespasser can be directed across?

Yes / No If yes, what distance should that be?

Q9: Should there be any other conditions that should be considered when directing a  
trespasser across neighbouring authorities. If so, what should these be?

Yes / No If yes, what should these be?

Q10. To what extent do you agree or disagree that the period of time in which trespassers directed  
from land would be unable to return should be increased from 3 months to 12 months?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q11. To what extent do you agree or disagree that the number of vehicles needing to be involved in an  
unauthorised encampment before police powers can be exercised should be lowered from six to  
two vehicles?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q12. To what extent do you agree or disagree that the police should be granted the  
power to remove trespassers from land that forms part of the highway?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q13: To what extent do you agree or disagree that the police should be granted the power to seize  
property, including vehicles, from trespassers who are on land with the purpose of residing on it?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q14: Should the police be able to seize the property of:

i) Anyone whom they suspect to be trespassing on land with the purpose of residing on it;

ii) Anyone they arrest for trespassing on land with the purpose of residing on it;

or iii) Anyone convicted of trespassing on land with the purpose of residing on it?

Q15. To what extent do you agree or disagree that the proposed amendments to sections 61 and 62A of  
the Criminal Justice and Public Order Act 1994 contained in this consultation are sufficient  
measures to tackle the public disorder issues which are associated with unauthorised  
encampments without the requirement for introducing specific powers that criminalise  
unauthorised encampments?

Strongly agree / Agree / Neither agree or disagree / Disagree / Strongly disagree

Q18. Do you have any other comments to make on the issue of unauthorised encampments not  
specifically addressed by any of the questions above?

Councillors are to decide if they wish to formulate a Town Council response either at the meeting or  
by forming a working group with delegated authority to respond to the consultation by the deadline.

Sybille Maddock, Assistant Town Clerk

29<sup>th</sup> November 2019

## **To consider expenditure approval for an additional van**

### **Introduction**

The Town Council currently has two vehicles, a Ford Ranger Pick Up and a Transit style van. The Ranger is used by the G&P Supervisor to carry out his role, leaving the Transit van to be used for transporting staff and equipment from venue to venue. The problem which has arisen since staff are no longer based at individual venues, as used to be the case, is that only three members of staff can be seated in the van. This causes logistical problems which can only be mitigated by the use of personal vehicles, which in itself can be problematic as these are parked at various parking places, because the depot does not have enough parking to accommodate all staff vehicles.

### **Report**

Over the last few months we have been able to use the old transit van which was kept after the purchase of its replacement to alleviate the problem whilst the remainder of the MOT was used. However, this has now run out and the old van has been sold as it would not have been economically viable to keep it any longer.

It is therefore suggested that a small combi style van is purchased to allow staff to be able to move between venues easier, without it having to be done in relays or using their own vehicles. It will also provide an extra vehicle to transport equipment and various items between venues. As this is a smaller van than we currently have and there is no requirement for it to be new it should be possible to purchase one for around £3,500.

When the new van was purchased to replace the old one in May 2019 there was a £2,000 underspend on what had been accrued for its replacement. This underspend could be used to part finance a new smaller van with the balance coming from the mower accruals line which has a balance of £31,135.

### **Additional information**

In line with the Town Council's Climate Change and Biodiversity action plan, the possibility of obtaining an electric version was considered and researched. It would appear at this time that there are no second-hand electric vans available within the budget we have been looking at. The electric vans we have found appear to be in the £10,000 bracket and there would be the added expenditure of installing a charging point at the depot, although this could be offset against fuel costs etc. It may be that Councillors feel that the extra expenditure is justified or that this is something to be looked at in the future when the cost of electric vans has reduced as older ones become available.

### **Recommendation**

It is recommended that Councillors approve expenditure authority up to £3,500 for the purchase of a new van using funds from the underspend of replacing the transit van £2,000 and the balance from the mowers accruals budget line which has a balance of £31,135 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Jon Goodenough  
Operations Manager  
22<sup>nd</sup> November 2019



**To consider expenditure authority to engage the services of a sound technician for the Remembrance Sunday outdoor service**

Councillors were informed of the feedback regarding the sound for the Remembrance Sunday outdoor service and were advised that the Town Clerk had arranged a meeting with a sound technician on 3<sup>rd</sup> December 2019 to determine how this could be improved for next year's event.

A quotation has been received for speakers to be positioned outside the Town Hall, facing front and outwards, and a speaker will also be connected to the church power supply (between the yew trees at the side of the church) to cover that end of the Market Place. This is detailed below:

**SOUND SYSTEM**

<b>1-2 Days   Yamaha DXR12 x 6</b>		
Active, 1100w Dynamic / 700w Continuous, 132dB SPL x 6	25.00	150.00
<b>1-2 Days   Hercules Speaker Stand x 6</b>		
Max height = 2.05m, Load capacity = 45kg	0.00	0.00
<b>1-2 Days   Allen &amp; Heath Qu-16 Chrome x 1</b>		
16 mono/line inputs, 3 stereo inputs, 12 outputs	50.00	50.00
<b>1 Day   Sennheiser EW100 G4 x 1</b>		
Supplied with either SKM 100-845 dynamic super cardioid handheld transmitter or SK 100 beltpack transmitter with ME-2 Lapel Mic on CH38		
Option: Handheld	25.00	25.00
<b>Sales   AA Battery Twin Pack x 1</b>	3.50	3.50
<b>1-2 Days   K&amp;M 25400 Mic Stand x 3</b>		
Mic stand with boom arm	0.00	0.00
<b>1-2 Days   Denon 202-WT x 1</b>		
Wireless Audio Transmitter 2.4GHz	0.00	0.00
<b>1-2 Days   Denon 202-WR x 1</b>		
Wireless Audio Receiver 2.4GHz	0.00	0.00
<b>CABLES</b>		
<b>1-2 Days   13A - 16A 1m x 3</b>		
1.5mm H07RN-F black rubber cable with black connectors	0.00	0.00
<b>1-2 Days   16A 20m x 2</b>		
IP44, 2.5mm H07RN-F black rubber cable with black Connectors	0.00	0.00
<b>1-2 Days   16A 10m x 4</b>		
IP44, 2.5mm H07RN-F black rubber cable with black Connectors	0.00	0.00
<b>1-2 Days   16A 5m x 2</b>		
IP44, 2.5mm H07RN-F black rubber cable with black Connectors	0.00	0.00
<b>1-2 Days   16A T - 13A 4-way 2m x 4</b>		
1.5mm H07RN-F black rubber cable with black Connectors	0.00	0.00
<b>1-2 Days   16A 2-way Grelco Splitter x 2</b>		
IP44, all black connector	0.00	0.00
<b>13A - IEC 6m x 6</b>	0.00	0.00
<b>13A - IEC 2m x 2</b>	0.00	0.00
<b>XLR 20m x 1</b>	0.00	0.00
<b>XLR 10m x 6</b>	0.00	0.00
<b>XLR 5m x 6</b>	0.00	0.00
<b>XLR 3m x 6</b>	0.00	0.00

**Aux Cable x 2**

Standard 3.5mm Headphone Jack to dual 1/4" Jack  
(speaker/desk connection)

0.00 0.00

**Rubber Cable Cover 2m x 4**

0.00 0.00

**Staff | Technician x 4**

0.00 0.00

Charged per hour

Approx hours: 1pm-5pm

15.00 60.00

**Van Delivery x 1**

To: Blandford Corn Exchange

9.00 9.00

**Van Collection x 1**

From: Blandford Corn Exchange

9.00 9.00

SUBTOTAL 306.50

VAT TOTAL 61.30

TOTAL £367.80

**Recommendation**

Councillors are asked to approve expenditure of £306.50 + VAT using funds from the Civic budget line for this service and that the public is informed of this improvement.

It is also recommended that the same set-up is ordered for the Royal Corps of Signals Freedom Parade in June 2020. This expenditure could then be taken from the Civic – Freedom budget line and the event could be used as a trial for Remembrance Sunday.

Linda Scott-Giles

Town Clerk

3<sup>rd</sup> December 2019

## To receive an update on future newsletters

### **Background**

The Town Council has been producing a minimum of four newsletters a year, using the Blackmore Vale magazine for distribution to Blandford Forum households. The BVM have stopped this service as of December 2019.

### **Further Information**

The Town Council appreciates that not every household uses social media to receive information and therefore would like to keep using the print format to inform readers about news and upcoming events. Currently we send a single sheet/double sided A4 newsletter three times a year and one four-page/double sided A3 newsletter in June, to include the annual report, councillor attendance and contact details.

In addition to the newsletter, we use the Forum Focus for a quarter or half page submission every second month, where we receive a 60% discount.

Legislation or Quality Gold Status does not oblige the Town Council to send out a quarterly newsletter, however we are required to publish the information from the June report.

In the June newsletter we will include a section asking for residents' e-mail addresses, if they wish to receive an electronic news updates. The Town Council will use its existing account with Mailchimp.

### **Financial Information**

Cost of printing and delivery with BVM (previously):

Based on 1 A4 double sided sheet:

Labour @ 9 ½ hours = £187.48 (based on 10 minutes printing per 100 pages), however that is not a true reflection as other work was carried out in the meantime.

Printing costs = £52.64

Paper cost = £59.88

BVM delivery = £158.56 (5600 leaflets, only charged for 5282 leaflets @ £25.00 per 1000 + vat)

Approximate cost for the usual four newsletters: £2,751.36 pa.

Following the suggestions at the Town Council meeting on Monday 25<sup>th</sup> November enquiries were made with the Royal Mail and the Forum Focus. All total costs are based on six newsletters a year.

### **Royal Mail**

Minimum charge of £500 + VAT for the delivery of 7900 leaflets. The area of DT11 7 has 4420 properties, however the cost would remain at £500 + VAT.

Total cost for delivery, excluding printing and paper costs: £3,000pa

### **Forum Focus**

The Forum Focus has agreed to provide the Town Council with a 50% discount and would charge £400 for a double sided A4 page, which would be the equivalent to a double sided A4 newsletter. A four-page submission in June, which includes the annual report would cost £800. The discount will only be given if six submissions are made per annum.

Total cost: £2,800pa

### **Recommendation**

It is recommended that the usage over the next year is monitored, by continuing with regular quarterly page submissions at the existing discounted price, before entering into an agreement with the Forum Focus, which would commit the Town Council to producing two pages in the Forum Focus every second month. The June newsletter can be distributed using the Royal Mail service and will include a request for email addresses so electronic news updates can be sent periodically.

Sybille Maddock  
Assistant Town Clerk  
3<sup>rd</sup> December 2019

## **To consider how to proceed with recommended phased works to the skate park**

### **Background**

The equipment at the skate park was all installed in 2002, except for the Pyramid, Fun Box and Jump Box, which were installed as replacement items in 2016.

The life expectancy for the equipment was originally set at 22 years, meaning it should not be due for replacement until 2024. However due to the higher than expected usage that the park has experienced over the last 18 years it is now becoming clear that the original equipment will need replacing before that date.

### **Report**

The contractor who has carried out the previous repair works and equipment replacement at the skate park is one of the few companies that work with the ramp coverings that we have, (most work with concrete), and is also very local to the town. We have used this company for many years and have been very satisfied with their performance.

Over the last few months they have carried out an extensive consultation with a variety of users at the skate park and met with the Town Clerk and Operations Manager on 3<sup>rd</sup> December 2019 to explain their vision for the future of the skate park and the phasing of the works. It is proposed that the equipment is replaced in four phases, with the option of a phase five complete replacement of the halfpipe or a partial replacement and resurfacing of the remainder.

The phasing is designed to allow the flow from one section to another to remain whilst all equipment is being replaced over a period of time. When all the works are complete the skate park should offer the majority of users a park which is usable to a variety of skill levels from both beginner to expert. The ramps will be positioned to give a flow from one end of the park to the other and set out in a way which maintains momentum of the user in a way that the current layout does not. Clearly any new design is likely to have its critics, but as this has been designed by a contractor with local knowledge of the park and with considerable input from locally based users and those who travel to enjoy the facilities, then it should not only maintain, but improve the excellent reputation of the Blandford skate park

### **Financial Implications**

The cost of the five phases is:

Phase One: Replace Fun Box Combo with, Euro Gap Box, Jump Box and Volcano: **£25,709**

Phase Two: Replace ramps 13,14,15 of the Half Pipe with a flat Bank and a quarter pipe: **£23,065**

Phase Three: Replace, Roll Off, Quarter Pipe and Spine Ramp and relocate the Driveway. Install a new Plaza **£26,417**

Phase Four: Replace remaining two Quarter Pipes, Skate Hump and Driveway. Install new Quarter Pipe, Roll Over, Combi Pad and F/Bank/Kicker **£36,899**

Phase Five: Remove remainder of Half Pipe and replace with new Midi Ramp. **£47,898**

Option for Phase Five (partial replacement of Half Pipe, remainder new surfacing), quote awaited. This would be a significant reduction on the cost of Phase 5 as described above.

Total Cost for phases 1-5 **£159,988**

If the works were combined, then there would be a saving both in relocation of existing equipment and in manufacturing and labour, this option would of course require a larger initial outlay of funds.

The Skate Park Accruals budget has a current balance of £67,145, therefore there is a shortfall of £92,843.

The financial regulations state at 11.1 b) that:

*Where it is intended to enter into a contract exceeding £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk shall invite tenders from at least three firms in line with the Public Contracts Regulations 2015.*

Although one could argue that this is a specialist service, it is recommended that three quotations are obtained to ensure best value for money and best practice due to the amounts involved.

### **Recommendation**

It is recommended that the Town Council goes out to tender for the works on Contracts Finder, but requests that contractors recommend what they feel is required for the skate park and therefore quotations will not be like for like. This is because it would not be fair, or professional, to take the work prepared by the existing contractor and pass onto his competitors.

Jon Goodenough  
Operations Manager  
3<sup>rd</sup> December 2019

Linda Scott-Giles  
Town Clerk

## **To consider a request for a Community Speed Indicator Device for Black Lane**

### **Background**

The Town Council has been contacted by a resident requesting that a Speed Indicator Device is installed along Black Lane.

### **Additional Information**

The resident has contacted the Town Council, as well as Cllr Quayle, as he believes there is a speeding issue along Black Lane, with cars going to and from Blandford Camp. Cllr Quayle has reported to officers that several residents have contacted him regarding the same and has requested for the Town Council to consider this. This has been raised with the Dorset Council Highways department by Cllr Quayle.

The resident suggests that the SID should be located near the bus stop on the side of the road leading up to the camp.

### **Financial Implications**

A survey costs £250 (for 7 days/24hrs), each subsequent survey costs £175.

Upon receipt of this request, the Assistant Town Clerk chased Highways on the Edward Street survey and they advised that they could carry out Black Lane at a reduced rate of £175 if carried out today (4<sup>th</sup> December). This has therefore been authorised with the Town Clerk and Cllr Quayle and the outcome is awaited.

### **Recommendation**

Councillors are asked to note this action and approve expenditure of £175 retrospectively to commission a survey at a specific site along Black Lane, using budget line 1021 DCC Highways.

Sybill Maddock  
Assistant Town Clerk  
4<sup>th</sup> December 2019

## VE75 Planning Group

### Actions & Notes

#### **Updated 3<sup>rd</sup> December 2019:**

- The draft plan for the weekend has been updated and is attached at Appendix A.
- Three meetings held, as well as numerous one-to-one meetings, with the next meeting due in January.
- A letter has been sent to all licensed premises with the national guidance, encouraging their involvement for the Nation's Toast on Friday 8<sup>th</sup> May 2020.
- A letter has been sent to invite the twin towns to join in this occasion.
- The weekend of events has been publicised on Facebook.
- Facebook Events created for those the Town Council is organising.
- Forum Drama has, unfortunately, withdrawn their proposal for a production leading into the VE Day 75 weekend, due to lack of volunteers and ill health.
- A shop window competition poster has been created encouraging shops and businesses to decorate their premises for the occasion. Councillors decided that they would like the same monetary prizes as for the Christmas Window competition (1st Prize £150.00, 2nd Prize £100.00, 3rd Prize £50.00, Charity/not for profit organisation £50.00) with the funds being allocated to a charity of the winner's choice. The judges are the Chairman of Council, the Chairman of the Town & General Purposes Committee, the editor of the Forum Focus, the Mayor's Scout and Guide and a representative from the RBL.
- This has now been added to the monthly Town Council agendas so that regular updates can be provided.
- Groups contributing to the weekend have been asked to advise the Town Council of any requests for financial support.
- Cllr Carter to involve the schools with relevant activities. A letter has been sent to the schools, offering Cllr Carter's attendance and/or the school attendance at the exhibition on 1<sup>st</sup> May 2020 during school hours, giving them time to consider how to include this in their school timetables.
- The Big Band evening will be offered free of charge, with donations to SSAFA.
- Bob Brannigan has outlined the guidance for 8<sup>th</sup>-10<sup>th</sup> May 2020 to the local SSAFA chair and they are going to discuss with, initially, SSAFA Fundraising Dorset what might be possible.

#### **Future requests to be considered by council:**

- Commission two commemorative/celebratory VE Day 75 and VJ Day 75 benches for Woodhouse Gardens and approve associated expenditure. The company who supplied the town's existing benches has not yet provided a design for VE/VJ Day 75 but will be doing so in due course.

#### **Future Actions:**

- Position the silent soldiers on the churchyard for the weekend
- Request groups involved to register their events at [www.veday75.org](http://www.veday75.org)

#### **EVENTS:**

#### **FRIDAY 1<sup>ST</sup> – SUNDAY 3<sup>RD</sup> MAY 2020**

#### **Commemoration Group**

The Commemoration Group met and discussed the VE 75 event. The conclusion was that the group could put on a 2 day exhibition in the Corn Exchange on the weekend prior as a lead into the main event (1<sup>st</sup> – 2<sup>nd</sup> May 2020). This would also cover VJ and some other significant impacts of WW2 that ceased/were made public at VE or VJ day or happened as a cause of WW2. Examples might be nuclear weapons, Concentration Camps, displaced persons, Japanese POW treatment, Allied POW treatment,

formation of UN and NATO. The group has agreed in principle to hold an exhibition, but the refined content is yet to be considered in detail. It will rely upon ideas and resources/information available and of interest to the general public.

**Action:** Commemoration Group

Letters to be sent to the local schools inviting them to the exhibition on the Friday during school hours.

**Action:** Town Clerk – COMPLETED

## **FRIDAY 8<sup>TH</sup> MAY 2020**

### **Celebrations/entertainment throughout the day:**

Music stage with live music/performances in the Market Place, rides, tables/chairs for spectators and street picnic, a couple of food vans, stalls, and bunting across the Market Place.

The Georgian Fayre organisers will not be holding the Georgian Fayre on the Monday as this Bank Holiday has been moved to the Friday for the VE Day 75 celebrations. They are therefore suggesting that they contribute to this weekend by organising an event in the Market Place and Marsh & Ham car park to include stalls (that will changeover at 5pm), rides, music stage, etc. They have arranged for various bands to play, morris dancers, alpacas, birds of prey, etc. The organisers and the Crown Hotel are to liaise over what will be outside the hotel on West Street. The Crown Hotel representatives were concerned over the proposed West Street road closure and Cllr Stevens explained that it is because of the need to close the Marsh & Ham car park that the adjoining street must be closed. The Crown has therefore requested that all bands/residents are permitted access into and out of the hotel during the closure.

The organisers are planning road closures on West Street, Salisbury Street, Whitecliff Mill Street and The Plocks between 7am and 7pm, and Church Lane, Sheep Market Hill, East Street and the Market Place between 7am and 11pm. The WI are contributing bunting.

**Action:** Georgian Fayre Committee Members/Town Council

### **The Crown Hotel has arranged the following:**

*Live music in the grounds 11am – 8pm. The bands have all been booked and confirmed and we will be having outside bars/food tents.*

**Action:** Crown Hotel

### **Cessation of music/rides at 2.55pm – Piper to play Battle's O'er & VE 75 Years at 3pm**

Pipers to open VE Day 75 by playing Battle's O'er and VE 75 Years at 3pm, paying tribute to the millions who gave so much to earn our freedom today. Battle's O'er is the traditional tune played by pipers at the end of a battle, and VE 75 Years has been specially written for this occasion.

Piper and drummers booked.

**Action:** Town Clerk – COMPLETED

### **3pm – The Nation's Toast to the Heroes of WW2**

The Mayor to lead the community in the Nation's Toast to the Heroes of WW2, reading the government statement and playing Winston Churchill's speech, paying 'tribute' to the millions at home and abroad that gave so much to ensure we all enjoy the freedom we have today.

Churchill's speech purchased.  
Councillors informed.

**Action:** Town Clerk – COMPLETED

### **6.55pm – A Cry for Peace Around the World**

Town Criers will be undertaking A Cry for Peace Around the World, kindly written for this occasion by Crier Peter Taunton.

The cries have been sent to the Town Crier and Deputy Town Crier.

**Action:** Town Clerk – COMPLETED

### **7pm – Ringing out for Peace**

Church bells to ring out at 7pm in a collective celebration of VE Day 75. The sound of church bells is deeply rooted in British culture. They provide the grand soundtrack to our historic moments, calling us to wake, to pray, to work, to arms, to feast, to celebrate and, in times of crisis, to come together.

**Action:** Church/Tower Captain

### **7pm onwards – Parties and Celebration**

Parties and celebrations will take place in pubs, clubs and hotels, etc. bringing the communities of the nation together in common friendship.

Letters sent to licensed venues in the town – October 2019.

**Action:** Town Clerk – COMPLETED

Guidance states that towns twinned with others around the world are encouraged to invite them to join in this joyous occasion. Letters sent to twin towns inviting them to participate.

**Action:** Town Clerk – COMPLETED

### **SATURDAY 9<sup>TH</sup> MAY 2020**

Parties and celebrations continue.

The Crown Hotel has arranged the following:

*Saturday – Vintage Market in the Sealy Suite and Street/Village style party in the Sealy gardens with dancing and games and vintage music of the time. We will be having outside bars/food tents.*

### **10am-11:30am – Veteran’s Breakfast & Bugler in the Corn Exchange**

Geordie Thomson has agreed to play.

SSAFA asked to run the kitchen (TBC).

**Action:** Matt Slater

### **7pm – Ambassador’s Big Band in the Corn Exchange**

Period music, dancing and sing-a-long in the Corn Exchange. Free entry, with donations to SSAFA.

**Action:** Town Clerk

### **SUNDAY 10<sup>TH</sup> MAY 2020**

#### **Church Service**

#### **10.30am – Church Service of Celebration and Commemoration**

This is again a directed/guided matter from government. Services will take place in cathedrals and churches throughout the UK, Channel Islands and the Isle of Man to celebrate the peace we share today and remember those who lost their lives or returned home dreadfully wounded. The services will also recognise the sacrifices of those who kept the nation fed and the factories, mines and hospitals working during the most challenging of time. Churches are encouraged to participate, and to involve other faiths too. It is assumed there will be a guidance template in due course. The Reverend Canon Triffitt confirmed that the Parish Church is able to incorporate this into their morning service on the Sunday and to change the timing to 10.30am. Bishop Karen has confirmed her attendance at the church service, following an invitation from The Revd Canon Triffitt.

**Action:** Church

#### **RBL Cream Teas & Talk**

Legion House

**Action:** RBL

## Draft Plan

TIME	ACTIVITY	LOCATION	LEAD
<b>Friday 1<sup>st</sup> May – Saturday 2<sup>nd</sup> May</b>			
10am – 4pm	VE / VJ Exhibition	Corn Exchange	Commemoration Group
<b>Friday 8<sup>th</sup> May</b>			
10am – 6:55pm	VE Day Celebrations (music stage, stalls, rides)	Market Place Corn Exchange (wet weather plan/base)	Georgian Fayre Committee Members
11am – 8pm	Live music in the grounds	The Crown Hotel	The Crown Hotel
3:00pm	Piper to open VE Day 75 with Battle's O'er, Churchill's Speech, Mayor's Address and Nation's Toast	Churchyard or Market Place (stage?)	Town Council
6:55pm	Cry for Peace (Town Crier)	Market Place	Town Council
7:00pm	Church Bells Ringing Out for Peace	Church	Tower Captain and Bell ringers (via BFPC)
7:00pm onwards	Parties and Celebration	Throughout the town	All!
<b>Saturday 9<sup>th</sup> May</b>			
Morning	Veteran's Breakfast & Bugler 10am-11:30am	Corn Exchange	Matt Slater SSAFA (TBC)
Daytime	Vintage Market/Street Party with music, dancing, games, outside bars and food tents	Sealy Suite & Gardens The Crown Hotel	The Crown Hotel
7:00pm	Ambassador's Big Band Concert	Corn Exchange	Town Council Ambassador's Big Band
<b>Sunday 10<sup>th</sup> May</b>			
10:30am	Church Service with The Right Reverend Karen Gorham, Bishop of Sherborne and The Reverend Canon Jonathan Triffitt Stour Valley Band	Parish Church	Blandford Forum Parish Church
Daytime	Cream Teas & Talk	The Legion	Royal British Legion