



# BLANDFORD FORUM TOWN COUNCIL

To: All Town Councillors  
Members of the Public & the Press

Dorset Council Councillors

Dear Member

## **TOWN & GENERAL PURPOSES COMMITTEE**

You are summoned to attend a meeting of the Town & General Purposes Committee to be held in the **Corn Exchange**, Market Place, Blandford Forum on **Monday 18<sup>th</sup> November 2019 at 7.00pm** to consider the following items.

Linda Scott-Giles  
Town Clerk  
11<sup>th</sup> November 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. Apologies
3. To receive any Declarations of Interest and Requests for Dispensations
4. Minutes of the Meeting held on 15<sup>th</sup> July 2019
5. Town Clerk's Report & Correspondence
6. General Updates from:
  - 6.1 Blandford Business Support Group
  - 6.2 Blandford Police
  - 6.3 [Market Manager](#) (paper attached)
  - 6.4 Town Team
  - 6.5 Parking Review
7. DCC Highways
  - 7.1 [To consider traffic calming measures in Edward Street](#) (paper attached)
  - 7.2 To request a no right turn from Langton Long onto the bypass and a no right turn from the bypass to Langton Long (as requested by Cllrs L Hitchings and Holmes)
  - 7.3 To request a white line on the corner of Charles Street/Damory Court Street (as requested by Cllr L Hitchings)

- 7.4 To consider the increase of fly posting in Blandford Forum and to request for Dorset Council to take appropriate action (as requested by Cllr Holmes)
8. Review of Town & General Purposes budgets to 29<sup>th</sup> October 2019 (papers attached)
- 8.1 [Analytical Review of Revenue Budget](#)
- 8.2 [Review of Earmarked Reserves](#)
- 8.3 [Reserve Accounts](#) (to 25<sup>th</sup> October 2019)
9. [To consider further Public Art at Badbury Heights/Persimmon](#) (paper attached)
10. [To set the free parking days for 2019 and 2020](#) (paper attached)
11. [To receive an update on the possible introduction of an Electric Vehicle Charge Point in Larksmead car park](#) (paper attached)
12. Consideration of the proposed budget for the year 2020/21 and recommendation to Town Council
- 12.1 [Revenue Budget](#) (paper attached)
- 12.2 [Earmarked Reserves](#) (refer to 8.2 and paper attached)
- 12.3 [Reserve Accounts](#) (refer to 8.3 and paper attached)

## **DATES OF FUTURE MEETINGS**

25 <sup>th</sup> November	Town Council Meeting
2 <sup>nd</sup> December	Planning Meeting
9 <sup>th</sup> December	Finance & Staffing Meeting

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

Twinned with Preetz, Germany



Town Clerk's Office  
Church Lane, Blandford Forum  
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Twinned with Mortain, France



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## Blandford Forum Market Update

Blandford Forum Market continues to be well supported on Thursdays. Our Saturday trade continues to suffer. I continue to get enquiries and I have had many bookings but “on the day” nobody turns up. I will continue to publicise the market in any way I can. I have also approached the Job Centre regarding the market. There is a government grant available to the unemployed which can be used to help people start up their own business. I have put our market forward as a potential place for business start-ups.

### Young Traders Markets

I continue to try to attract young traders to our markets. The NMTF (National Market Traders Federation) will continue their offer of a block insurance which we could set up when we get our first young trader. This package is for a full year and will cover all the necessary trading insurance they need. The cost of this is £250.00 for a year and has unlimited days for any trader from 16yrs to 30 yrs. This insurance can be paid for by BFTC which we could then offer free of charge or charge each stall holder as part of their rent. I will continue to attend any future meetings with the NMTF about young traders. My intention is still, to enter any young trader we have in the NMTF National Young Trader competition. This will give the young trader and the market some publicity. I will continue to advertise, and I will put regular posts on social media to attract young traders to our markets.

What am I doing to tackle the downturn?

I am constantly trying to recruit new traders to our market. Unfortunately, we have lost our fruit and veg once again.

The Thursday clothes stall will hopefully start to come to Blandford Forum Market on a Saturday. I discuss the possibility every week and although nothing has yet happened, I am optimistic that they will start soon.

I continue to update our details on various websites who specialise in markets. These sites advertise us to both traders and customers.

I have found Baseline a very useful online resource. This service is via NABMA (National Association of British market Authorities) and is a forum/networking site for Market Managers across the UK where any member can ask any question to other Managers and all questions and replies are available for all of us to read.

### Chip & Pin & internet shopping

I continue to try and persuade our traders to take card payments but there continues to be some resistance to this. I believe this to be a barrier to them. The shoe stall can take card payments and a few indoor traders can now take card payments. I am waiting to see if this has improved their sales and then I will be able to report back to those more resistant traders on the progress. Personally, I believe that this could improve the market and attract younger customers who increasingly don't carry cash.

### Real Deal Charter for Markets



Blandford Forum Market is still the only market in Dorset to have been awarded the Real Deal Charter.

I wanted to give you all a quick update on the Saturday Market offer. The offer to stall holders to have ½ price Saturday rent when they trade on Thursdays and Saturdays has been well received. It has been taken up by 3 traders who are all now trying to trade on both markets. The offer has been well received overall and I have asked the clothes stall to consider it. I hope that I will build up a “core” of Saturday traders which we can build on for the future.

Andy Reynolds  
Market Manager  
5th November 2019

## **To consider traffic calming measures in Edward Street**

### Letter received from resident:

I've been given your email address by Steve Taylor (acting inspector of Dorset Police) about the speed of traffic along the street.

You've probably received many emails/letters regarding Edward Street, but the speed of traffic down this road is getting worse. Of course, there are no police speed traps (because of budgets – ironic given the revenue they could make from the traffic here!), and we all understand the need for the services (both civil and emergency) that need to access these streets.

I had a conversation with Byron Quayle about the traffic flow during the period when the street was shut for the gas works, and he had stated that Albert Street and Victoria Road had seen no extra traffic during the closure - instead, traffic used main roads. This points to Edward Street being a cut-through, and points to the dangers that we face. 18 children live on Edward Street (they all got to know each other during the closure – how lovely!), and while I would be the first to teach children how to be careful near roads, we can't sustain the idiocy of the few who can quite easily manage 40mph, rising through the gears as they career along a road where front doors open directly onto the street (Salisbury Road end), and concealed driveways along its entire length. Add to this the blind crossing of Alexandra Street and Edward Street, and we have the very real risk of death or serious injury.

I had originally emailed the police complaints department about one of their cars that was driving along the street, and they had reported back to say that the car was doing 21mph. Even at that speed, the driver would have been unable to stop if a car had edged out of Alexandra Street.

I have no further complaint to pursue against the police (Steve Taylor emailed back promptly and offered his time to discuss), but I wonder whether the situation on Edward Street may be addressed with some urgency – we are on the edge of someone being hurt or killed, and while we all "joke" about things only happening if there is injury or death, perhaps we can prevent this?

Having discussed with the neighbours, we're pretty much all against speed ramps – they're noisy, and they damage cars regardless of speed. Perhaps a chicane at the Alexandra Street junction? It's the straightness of the road that attracts the intelligentsia in their lowered cars. There's of course the issue of whether a dust cart or delivery van can get through, and more importantly an ambulance, but something has to be done about this – we shouldn't have to suffer. There are streets whose junction is completely closed at one end – London streets have had this done to prevent the exact problem we face. Albert Street is too narrow to speed down – any narrowing of the street? A 6'6" gate?

I understand that adjustments to traffic flow require consultation, and ultimately a referendum, but perhaps the time to act is now.

Yours Faithfully,

Dan Baker

Revenue Expenditure against Budget as at 29<sup>th</sup> October 2019

TOWN & GENERAL PURPOSES COMMITTEE						
Revenue Expenditure against Budget as at 29th October 2019						
N/L code		2019/20				
		Annual Budget	Budget to date	Actual to Date	Budget Variance	
<b>COSTS</b>						
4711	Vandalism - General	176	103	0	(103)	
4782	Vandalism ( Tabernacle)	250	146	0	(146)	
4785	Vandalism (M & H) Toilets	1,236	721	0	(721)	
4786	Vandalism - Markets	52	30	0	(30)	
5020	CCTV Maintenance	5,404	3,152	245	(2,907)	
5050	CCTV Electric	296	173	120	(53)	
5060	Grit Bin - Re-fill	515	300	0	(300)	
5600	Street Market - Advertising	1,030	601	0	(601)	
5601	Street Market - New Equipment	618	361	3	(357)	
5602	Street Market - Equipment Maint	103	60	0	(60)	
5603	Street Market - Health & Safety	62	36	0	(36)	
5604	Markets - Telephone	128	75	50	(25)	
5605	Street Market - DCC Parking Charges	11,899	6,941	4,510	(2,431)	Timing - invoice received quarterly
5606	Street Markets - Rates	4,326	2,524	926	(1,597)	Received a Transitional relief
5607	Street Market -Printing & Stationery	21	12	0	(12)	
6200	Planters (Planting & Signs)	4,684	2,732	2,829	97	
6630	Toilets ( Tabernacle)- Cleaning	849	495	326	(169)	
6635	Toilets ( Tabernacle)- Blg/Ground	335	195	98	(97)	
6641	Toilets (Tabernacle) -Electric	272	159	124	(35)	
6642	Toilets (Tabernacle) -Equip Maint	87	51	0	(51)	
6643	Toilets (Tabernacle) -Equip	56	33	0	(33)	
6644	Toilets (Tabernacle) -Health & Safety	58	34	0	(34)	
6645	Toilets (Tabernacle) -Water	420	245	136	(109)	
6646	Toilets (Tabernacle) - Rates	1,452	847	979	132	Timing
6650	Toilets - (M & H) - Cleaning	8,479	4,946	3,720	(1,226)	
6655	Toilets - (M & H) - Building Maint	1,227	716	942	226	£689.73 Electrical Repairs
6656	TIC - Building Maint	652	380	0	(380)	
6657	Toilets - (M & H) - Rates	1,298	757	859	101	
6660	Toilets- (M & H ) - Electricity	1,948	1,136	867	(270)	
6661	Toilets - (M & H ) Water	2,122	1,238	563	(674)	
	<b>Total Costs</b>	<b>50,055</b>	<b>29,199</b>	<b>17,297</b>	<b>-11,901</b>	
	SEE OVER FOR INCOME					

		2019/20				
		Annual Budget	Budget to date	Actual to Date	Budget Variance	
<b>INCOME</b>						
2900	Markets - Street Rent	16,354	9,540	7,551	(1,989)	
2810	Shambles / Craft Market Rent	6,136	3,579	3,169	(410)	
2820	Indoor Market Rent	5,643	3,292	3,415	123	
3500	Toilet Income (M & H)	0	0	0	0	
3550	Tabernacle - Toilets	0	0	0	0	
3850	T & GP Income	0	0	2,516	2,516	S106 Monies £2000 Out & About Booklet / £500 donations from Rotary & Lions for Benches
3900	Planter Sponsorship	824	481	1,300	819	
	<i>Total Income</i>	<i>28,957</i>	<i>16,892</i>	<i>17,951</i>	<i>1,060</i>	
	<b>NET COST / (INCOME)</b>	<b>21,098</b>	<b>12,307</b>	<b>(654)</b>	<b>(12,961)</b>	

Earmarked Reserves 2019-20 as at 29<sup>th</sup> October 2019

Nominal Code	Budget	Balance b/f	Income	Budget 2019/20	Total Reserves	Spend YTD	Committed YTD	Current Balance	Proposed budget for 2020/21
1020	Town Maps, Boards & Fingerposts	5,334		250	5,584			5,584	250
1021	DCC Highways	6,837		3,750	10,587			10,587	0
1025	Christmas Town Decorations	2,336		3,000	5,336	3,807 (5)	432 (2)	1,097	10,000
1030	Tourism	3,714	2,016 (7)	1,500	7,230	3,153 (3)	591 (1)	3,486	1,500
1035	Twinning	1,306		0	1,306			1,306	0
1040	Town Improvements	7,926		3,500	11,426	882 (4)		10,544	2,500
1042	New Benches	2,262	500 (6)	1,000	3,762	1,508 (8)		2,254	1,000
1045	Contingency	0		500	500			500	500
		<b>29,714</b>	<b>2,516</b>	<b>13,500</b>	<b>45,730</b>	<b>9,350</b>	<b>1,023</b>	<b>35,357</b>	<b>15,750</b>
		(if Contingency budget is unspent on 31st March 2020 balance will transfer to Town Improvements)							
<b>Expenditure</b>									
<b>Expenditure - Cont</b>									
(3)	TIC Out & About Booklet	2,159.00		c/fwd	<b>9,350</b>				
	Contribution towards Design of 2 x Interpretation Boards for R/Way Arche	300.00							<b>Total Carried b/fwd</b>
	2 x Magnetic Geo Bolts	£ 7.66							<b>Switch Budget Cont</b>
	Printing 300 x A4 Calendars	300.00							
	Jamie Jigsaw 0 Summer Funday	295.00							
	150 x double sided colour printing for Christmas Tree newsletter & Christmas Window competition	13.42							
	Re-Design of Christmas Flyer & Print 200 A5 Flyers	78.15							
									<b>TOTAL</b>
									<b>0</b>
(4)	Annual Fee for Emptying Elizabeth Road Bin	499.20							
	8 x LED Festive Lights & Connectors for Yew Trees	383.25							
									<b>Breakdown of Committed funds 2016/17</b>
									(1) Interpretation Boards at Langton & Marsh & Ha 250
(5)	Supply & Install Commando sockets and Twin Fused Isolators on Street Lighting columns for festive lights	1,836.40							TIC Out & About booklet - T & GP 20/11/17 Min c 341
	18cm LED Battery operated Candles	84.00							
	Batteries for LED Candles	20.40							
	50% Balance for Festive light strands for lamp columns	1,366.00							
	25 x Brackets for Small Christmas Trees	500.00							
					<b>9,350</b>				
									<b>Income/Transferrals</b>
									(6) Donation from Rotary club for Bench at Tabernacle 250
(8)	1 x 1800mm Bench with Lions Plaque	754.00							(2) Purchase of Christmas tree lights T & GP 04/05 431.6
	2 x 1800mm Bench with Rotary Plaque	754.00							(7) Sale of Calendars 4
									Sale of Shopping bags x 25 10.42
									Sale of 2 x Shopping Bags 1.67
									<b>S106 .pmoes for Out &amp; About 2000</b>
									<b>1,023</b>
		<b>9,350</b>							<b>TOTAL CIFWD 2516</b>

Reserve Accounts as at 25<sup>th</sup> October 2019

<b>Blandford Forum Town Council</b>					
<b>Reserve Accounts as at 25th October 2019</b>					
Nominal Code	Standard Asset Replacement Accruals	Responsible Committee	Balances	Committed Funds	Description of Committed Funds
			£	£	
1300	IT	F & S	17,110.49		
1305	Skate park	R & A	67,145.08		
1310	General Play Equipment	R & A	61,388.06		
1315	Maintenance Equipment Replacement	R & A	7,622.94		
1320	Vehicle Replacement	R & A	15,168.00		
1325	Tractor Replacement	R & A	16,701.20		
1330	Mower Replacement	R & A	31,915.27		
1340	CCTV- Replacement Fund	T & GP	35,603.44	12,852.20	£12,852.20 CCTV Cameras
1345	Benches	T/C	12,975.53		
1350	Glenmore Depot	R & A	6,943.27		
1351	B/Heights Play Equipment	R & A	4,641.72		
1352	B/Heights Maintenance Equipment Replacement	R & A	1,372.66		
				<b>265,735.46</b>	
	<b>Earmarked Accounts</b>				
	Recreation & Amenities Funds	R & A	983,069.22	53,736.83	£40,336.83 B/Heights Public Arts Works / £10000 WHG Roof / £3400 WHG Refurb
	Town & General Purposes Committee	T & GP	36,379.89	1,022.60	£250 Interpretation board:Langton & Marsh / £341 TIC Out & About Booklet /£431.60 Christmas Lights for Street
				<b>964,689.68</b>	
	<b>Other Earmarked Accounts</b>				
1001	Earmarked Interest	F & S	7,047.56	380.00	£380 Pointing work of WHG wall
1002	Property Fund Dividend	F & S	11,643.94	1,392.00	£1392 - Path around Cricket Club
1004					
1005	Election Costs	T/C	10,193.19		
1006	Youth Services	T/C	10,726.03		
1007	Woodhouse Gardens Wall Rebuild (Moved to R & A)	R & A	-		
1008	High Street Clean Up	F & S	-		
1009	BFTC Commemoration Group	T/C	430.73	78.19	£78.19 D Day 75 Commemoration
1010	Capital Interest	F & S	3,337.62		
1011	Land North of Bypass / Sport & Recreation	T/C	131,906.09	131,904.09	Cricket Club Refurb £42,768.20 / £84,527.89 Cricket Club Refurb S106 Monies) / £4,608 Path around Cricket Club
1012	The Blandford Events Group	T/C	442.17		
1013	Neighbourhood Plan	T/C	7,654.61	2,709.00	Consultancy Fees
1015	Support for Essential Services ( Earmarked)	T/C	28,049.00		
1017	Woodhouse Garden Re-build	T/C	19,981.67		
1019	Old Bath House / St Peter & St Paul's Churchyard (Listed Wall & Town Pump	T & GP	48,222.49	4,250.00	£4,250 Town Pump Restoration
1335	Civic Regalia	F & S	18,949.84		
1185	Pension Deficit	F & S	20,000.00	-	
1195	Improvements to Market Place	T/C	70,000.00	-	
1500	General Reserves	T/C	223,610.64	56,372.32	£2,121.25 C/Exch Maintenance / £333.62 Rates Demand / £1,597.80 Payroll / £211.82 Rates Recover Fee for Rebate of Business Rates / £1,609.60 Corn Exchange Roof / £19,402 Underspend of Salaries 2017/187 for Project Manager / £25,940 Underspend of Salaries 2018/19 for Project Manager / £1,825.55 Underspend from Grant Budget 2018/19 / £3,330.68 Extend Woodhouse Gardens
				<b>415,109.98</b>	
	<b>Capital Projects</b>				
1104	Corn Exchange S106 Funds	T/C	81,793.85		
1105	Corn Exchange	T/C	529,096.51	59,674.07	£6,997.77 committed for Lift Installation - Donation from FOTF / £3665.70 Replacement Lantern Lights / £49,010.60 Architect Fees
1110	Corn Exchange Promotions Group	T/C	2,009.39		Replacement of external notice boards
1115	Corn Exchange Project Development	T/C	24,528.83		
1116	Corn Exchange HLF Stage 1 Matchfunding	T/C	72,379.97		
1120	Corn Exchange & Venues Refurbishment Project	T/C	79,000.00	-	
1122	Corn Exchange Community Hall S106 Funds	T/C	102,164.62		
1125	Cemetery Field Project	R & A	1,000.00	1,000.00	£1000 Statue Contingency
1135	Railway Arches	T & GP	17,509.96	22,840.00	Includes LEADER Grant
1175	CCTV - New Equipment	T & GP	11,161.40		
				<b>847,790.54</b>	
		<b>Total Reserves</b>		<b>2,493,325.66</b>	
	Surplus from 2018/19			116,980.30	Due to grants received in 2018/19
		<b>Total Available in Reserves</b>		<b>2,610,305.96</b>	

## **To consider further Public Art at Badbury Heights/Persimmon**

### **Background**

As part of the three consultations held to determine which Public Art should be installed at Badbury Heights various suggestions were brought forward by residents. This report gives Councillors the opportunity to possibly proceed with further installations.

### **Detail of the Report**

Further suggestions were:

- a fitness or nature trail
- trees and shrubs
- play equipment (already planned for)
- musical instruments
- art trail
- sculpture
- benches
- youth shelter
- mural
- maze
- fountain

Further location suggestions:

- central grass area near Shaftesbury Lane
- near NEAP
- central green
- throughout estate
- along cycle way

Themes:

- Nature
- Wildlife
- Military (to fit with road names)
- Historical
- Agricultural
- Fitness
- Local environment

### **Financial Implications**

The Public Art installation and the five benches amount to £51,332.50, the balance of £5,162.83 from the S106 monies has been allocated for any future public art improvement and significant public art maintenance works at Badbury Heights.

### **Recommendation**

It is recommended that Councillors decide if they wish to install any further Public Art and, if so, decide on the design and location and if the remainder of the S106 monies should be used or if this should be put aside for maintenance works of the canopy.

Sybille Maddock  
Assistant Town Clerk  
12<sup>th</sup> September 2019

## To set the free parking days for 2019 and 2020

### Background

The Dorset Council confirmed that the car parks are now one service and are managed by one Parking Manager. The current parking policy is under review and therefore any free parking requests are being treated on its merits. The year for any requests runs from January to December.

### Detail of the Report

As the previous policy allowed five free days throughout the year and two at Christmas the Committee agreed to the following free parking days for Marsh & Ham, Station Court, Church Lane, Eagle House Gardens and Langton Road car parks (previous NDDC, where the year ran from December 2018 to November 2019).

#### Five free days throughout the year – already granted

12<sup>th</sup> December 2018

20<sup>th</sup> April 2019, Easter weekend

6<sup>th</sup> May 2019, Georgian Fayre

23<sup>rd</sup> May 2019, Love your Market

30<sup>th</sup> November 2019, Small Business Saturday (now 7<sup>th</sup> December, so this can be cancelled)

#### Christmas Parking, additional two days – already granted

7<sup>th</sup> and 14<sup>th</sup> December 2019

#### Possible additional requests for 2019 for all car parks

11<sup>th</sup> December, as requested by the Blandford Yuletide Festival

21<sup>st</sup> December

#### Possible additional requests for 2019 for Sheep Market Hill and Market Place (previous DCC)

7<sup>th</sup> December, Small Business Saturday

14<sup>th</sup> December

	Marsh & Ham, Station Court, Church Lane, Langton Road Eagle House Gardens, previous NDDC	Sheep Market Hill Market Place, previous DCC
The year used to run from:	December to November	January to December
Days allowed were:	5 days plus 2 for Christmas	5 days plus Christmas days
12 <sup>th</sup> December 2018	✓	
20 <sup>th</sup> April 2019	✓	
6 <sup>th</sup> May 2019	✓	
23 <sup>rd</sup> May 2019	✓	
30 <sup>th</sup> November 2019	Cancel and use for 11 <sup>th</sup> December	
7 <sup>th</sup> December 2019	✓	?
11 <sup>th</sup> December 2019 (Yuletide)	?	?
14 <sup>th</sup> December 2019	✓	?
21 <sup>st</sup> December 2019	?	?

Councillors should decide on free parking days for 2020 at this meeting and not to wait until the new year and the new policy being in place. Any requests granted now will still be honoured next year.

### Recommendation

It is recommended that Councillors decide which dates should be requested for free parking in 2019 and 2020.

Sybille Maddock  
Assistant Town Clerk  
6<sup>th</sup> August 2019

## **To receive an update on the possible introduction of an Electric Vehicle Charge Point in Larksmead car park**

### **Background**

Officers were asked to explore the possibility of installing Electric Vehicle Charge Points (EVCP) in the town due to public interest and demand.

### **Additional Information**

Officers met with the sole supplier on the Central Southern Regional Framework in February 2019. Various locations in Blandford Forum were considered and Larksmead was the only possible BFTC car park for an EVCP. The supplier undertook a feasibility study and concluded that the car park would not be suitable for funding. One condition of an EVCP being funded by the supplier was that the car park is patrolled.

On the 15<sup>th</sup> July 2019 the Town & General Purposes Committee considered the installation and resolved that

**The Committee notes the update and welcomes the new charge points at Marsh & Ham car park. The Town Council will monitor the usage before considering proceeding with Town Council location installations.**

In September 2019 officers were contacted by the Supplier who advised that the criteria of patrolling a car park has been removed and therefore the car park would be eligible for funding, which would mean:

- All revenue would go to the supplier
- A 10% usage rebate (value of electricity supplied to EVCPs) to the Council
- Transferring the assets to the Council at zero cost at the point at which the supplier funded ROI is achieved or a 15-year term is reached ('order term') (whichever is the sooner)
- A complete management package covering back office, annual proactive maintenance, reactive maintenance, and electricity costs; and installation and hardware warranties over the order term at no cost to the Council
- Application of a user charging tariff of 30p per kWh (25p per kWh plus VAT)
- Electricity generated from 100% renewable sources (as the EVCPs are on new supplies)
- The requirement to enter into a lease agreement with the supplier to enable access etc. over the order term.

The above arrangement de-risks the provision of a public EVCP for the Council. No financial outlay would be required.

Blandford Rugby Football Club has been contacted for their views. They don't see a problem with an EVCP but would not be sure of the usage.

### **Recommendation**

Councillors should consider the information in the report and advise if they would like to explore the option of an EVCP in Larksmead car park further, in light of this new information.

Sybille Maddock  
Assistant Town Clerk  
23<sup>rd</sup> September 2019

## Consideration of the proposed budget for the year 2020/2021

<b>BLANDFORD FORUM TOWN COUNCIL</b>				<b>PROPOSED REVENUE BUDGET 2020-21</b>					
<b>SUMMARY OF INCOME AND EXPENDITURE -- T &amp; G P Committee</b>									
	2018/19			2019/20			2020/21		
	Annual Budget	Actual	Forecast	Annual Budget	Actual to 10/10/19	Forecast	Proposed Budget	Plus Inflation @ 2.5%	Increase in budget
<b>INCOME</b>									
Town & General Purposes	644	883	883	824	3,816	3,816	976	1,000	176
Tabernacle Toilets	0	0	0	0	0	0	0	0	0
Marsh & Ham Toilets	800	1,039	908	800	568	800	780	800	(1)
Markets	27,614	26,242	28,060	28,133	13,296	25,443	25,150	25,779	(2,355)
<b>Total Income</b>	<b>29,058</b>	<b>28,164</b>	<b>29,851</b>	<b>29,757</b>	<b>17,680</b>	<b>30,059</b>	<b>26,906</b>	<b>27,579</b>	<b>(2,179)</b>
<b>EXPENDITURE</b>									
CCTV & Planters	10,791	6,153	10,543	11,076	3,047	6,610	10,945	11,219	143
Tabernacle Toilets	2,557	2,718	3,465	3,778	1,483	3,279	3,606	3,696	(82)
Marsh & Ham Toilets	16,011	14,497	14,934	16,961	6,697	14,504	16,514	16,927	(34)
Markets	17,943	15,166	16,044	18,237	5,356	12,245	13,494	13,831	(4,406)
<b>Total Expenditure</b>	<b>47,302</b>	<b>38,534</b>	<b>44,986</b>	<b>50,052</b>	<b>16,583</b>	<b>36,638</b>	<b>44,559</b>	<b>45,673</b>	<b>(4,379)</b>
<b>TOTAL (NET COST)</b>	<b>18,244</b>	<b>10,370</b>	<b>15,135</b>	<b>20,294</b>	<b>(1,097)</b>	<b>6,579</b>	<b>17,653</b>	<b>18,094</b>	<b>(2,200)</b>

Over estimated in past

Over estimated in past

## **T&GP Earmarked Reserves**

Please note that this information is a result of officers' discussions and is intended to help the Committee reach its decision.

### Town Maps, Boards & Fingerposts – £250

Historically £500 has been added to this budget, which was reduced to £250 last year, to continue provision and upkeep of quality signage. As there is no planned expenditure, beyond repairs, it is recommended that £250 is included in the budget.

### DCC Highways – £0

This budget line was created to set aside funds for necessary highway works above and beyond statutory requirements. Last year funds were committed to the installation of SIDs, but due to the project not going ahead this has not been used. As the budget has not been used, and has a balance of £10,587, it is recommended that the budget is not added to this year.

### Christmas Town Decorations – £10,000

Last year the budget was £3,600 to include money for the yearly window competition, cherry picker and Christmas tree in the Market Place as well as continuously building up this budget line for improvements to the town centre Christmas decorations. In the previous two years the Town Council has purchased new column lights for Wimborne Road, East Street, the Market Place and West Street. In 2019 it was also agreed that the installation and maintenance of the small Christmas Trees would now be undertaken by Town Council staff. As this is not possibly due to Health & Safety legislation a Contractor will have to be engaged. It is recommended to include £3,000 for annual costs and to replenish expenditure (not yet invoiced at this stage) and £7,000 for the installation and removal of the small Christmas trees and column lights.

### Tourism – £1,500

In 2018/19 the budget was replenished with £1,500 taking it to a total reserve of £7,230. The current committed funds are £341 for the Out & About booklet and £250 for interpretation boards at Langton Road and Marsh & Ham car park. This budget line covers the cost of the summer holiday event in Woodhouse Gardens, the entertainer during Tree Lighting, Christmas and Summer promotion advert/printing and the Coach Driver's Club yearbook submission. Last year the printing of £2,000 for the Out & About booklet was covered by the Lidl S106 funding. It is therefore recommended that the budget is replenished with £1,500.

### Twinning – £0

This budget has only incurred minor expenditure since 2012/2013, for example the Mayor's calendar sent to the twin towns, along with a Christmas card. Therefore, it is suggested that nothing is added to the current balance of £1,306.

### Town Improvements – £2,500

The emptying of the dog bins at Elizabeth Road is charged to this budget line. DWP have not changed the type of bins they use yet, but it is still anticipated that the Town Council will have to purchase housing/anchoring for the new bins. This budget line always incurs unexpected expenditure as well. The fixtures & fittings in the Tabernacle toilets will need replacing and funds should be accrued. It is therefore recommended that £1,000 is included each year to build up a sum so that these can be replaced. The handwash stations were installed in 2010 and the other fixtures and fittings will need to be replaced as well. It is recommended to budget £2,500 for this line.

### New Benches – £1,000

The Town Council has recently installed two new benches at the Tabernacle and two by the Methodist church, with the latter two being sponsored by the Rotary and the Lions. The Town Council is always looking to install new and additional benches and therefore it is suggested to include £1,000 again within this line.

### Contingency – £500

It is recommended that there is £500 set aside for this budget line. Any remaining balance at the end of the financial year will be transferred to the Town Improvements budget line.

This would give a total budget of £15,750 for T&GP Earmarked Reserves.

### **T&GP Capital Projects**

#### **Railway Arches – Current Balance £5,330.04 – Recommended budget £5,000**

This budget line has been used in 2013/14 for graffiti removal and funds were committed for an interpretation board about the arches. In 2014/15 funds were committed for a gate to be installed and for essential works to be carried out linked to the transfer of the land at Langton play area. Expenditure of £18,000 was also approved for structural works to take place. The Blandford Railway Arches Trust has received £47,000 funding from LEADER and £5,000 from S106 Lidl money for further works, but this budget line will need building up should the Town Council wish to retain the lease, and therefore the responsibility for ongoing maintenance on this structure.

#### **Churchyard and Wall/Town Pump – Current balance £43,972.49 – Recommended budget £2,000**

No essential works are being planned for the churchyard and wall. Works are planned for the restoration of the Town Pump. A contractor has been appointed and Officers are in the process of applying for planning consent. It is suggested that an additional £2,000 is included in the 2020/21 budget to continue the Town Council's commitment for maintenance works of the churchyard/wall and in case there are any unforeseen issues with the Town Pump.

#### **1175 CCTV New Equipment – Current balance £11,161.40 – Recommended budget £1,000**

The town centre CCTV equipment was updated in July 2018. In 2018 Councillors did agree to install two further cameras in Salisbury Street, which has yet to be done. The mobile camera, currently at Larksmead, also requires updating. It is therefore recommended to include £1,000 in the 2020/21 budget.

Mrs Sybille Maddock  
Assistant Town Clerk  
28<sup>th</sup> October 2019