



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 **online** using Microsoft Teams on **Monday 27th April 2020 at 7.00 pm** to consider the following items.

Linda Scott-Giles
Town Clerk
20th April 2020

A G E N D A

This meeting will be held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came in to force on 4th April 2020. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

Members of the public are invited to join the meeting by [clicking here](#). If, as a member of the public, you wish to speak in the Public Session, please notify the Town Clerk prior to the meeting via admin@blandfordforum-tc.gov.uk or 01258 489490.

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.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

1. Public Session
2. Apologies
3. To receive any Declarations of Interest and Requests for Dispensations (please notify the Town Clerk prior to the meeting)
4. Town Clerk's Report & Correspondence ([paper attached](#))
5. Minutes of the Town Council meeting held on Monday 24th February 2020 ([accessible here](#)) (Cllrs Russell and Cross were not present at the meeting held on 24th February. These minutes are to be approved, but signed at a later date)
6. Recommendations and Receipt of Minutes
 - 6.1 Town & General Purposes Committee Meeting held on Monday 9th March 2020
 - 6.1.1 No Recommendations
 - 6.1.2 To RECEIVE the Minutes ([accessible here](#))
 - 6.2 Finance & Staffing Committee Meeting held on Monday 16th March 2020
 - 6.2.1 Recommendations to be received retrospectively ([paper attached](#))
 - 6.2.2 To RECEIVE the Minutes ([accessible here](#))

7. To retrospectively approve:
 - 7.1 Grants to Age UK and Blandford Forum Food Bank ([paper attached](#))
 - 7.2 Payment relief to Sports Clubs for the period April to June 2020 ([paper attached](#))
8. To consider a request from the Cricket Club for a loan ([paper attached](#))
9. To consider expenditure authority for security improvements to the reception area ([paper attached](#))
10. To receive an update and consider any requests from the:
 - 10.1 Neighbourhood Plan Working Group – Blandford + ([update paper attached](#) for information)
 - 10.2 Public Art Plan ([update paper attached](#) for information)
 - 10.3 Corn Exchange
 - 10.3.1 To retrospectively approve expenditure for essential maintenance works ([paper attached](#))
 - 10.4 Climate Change & Biodiversity
 - 10.4.1 Update from the last working group meeting held on Monday 16th March 2020 ([meeting notes attached](#) for information)
 - 10.5 Dorset Council Grant to support the Market Area Enhancement Project
 - 10.5.1 Update from the last working group meeting held on 2nd March 2020 ([meeting notes attached](#) for information)

DATES OF FUTURE MEETINGS

To be confirmed

Minutes of the Town Council and Committee meetings will be available from Blandford Library and the Town Clerk's Office as soon as practically possible and at www.blandfordforum-tc.gov.uk

Twinned with Preetz, Germany



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



Twinned with Mortain, France



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Town Clerk's Report & Correspondence

1. Councillors have been kept up to date with the current situation through regular emails from the Town Clerk.
2. The Chief Executive of the Dorset Council, Matt Prosser, has kept Dorset Town Clerks updated via regular Skype meetings, which have been incredibly useful.
3. Blandford Forum Food Bank and Age UK (North, South & West Dorset) have written to thank the Town Council for their respective grants.
4. Poacher's Moon and Free Expression Arts Festival have written to express their gratitude for the free venue hire.
5. The Clerk to South Tarrant Valley Parish Council has written to confirm that Councillors have decided to give a contribution of £100 to the Town Council in respect of the public conveniences.
6. A report proposing to amend the Town Council's Standing Orders with regards to remote meetings has not been included because this is a temporary amendment, enabling meetings to be held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came in to force on 4th April 2020. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.
7. S.7 of Schedule 12 of LGA 1972 is now disapplied, which removes the need to hold an annual meeting in 2020. This does not mean that a council cannot hold an annual meeting hence why a survey was carried out amongst all Councillors and it was agreed to postpone the annual meeting until May 2021, as follows:

Proceed on 4th May 2020 via a remote meeting – Cllrs S Hitchings, Mievile and L Hitchings
Wait until we meet in person – Cllrs Osborne, Carter, Clark, Stevens and Jacques
Postpone till May 2021 carrying positions over until then – Cllrs Stayt, Lindsay, White, Lacey-Clarke, Quayle, Holmes, Cross and Russell.

With councils not required to hold annual meetings under these regulations, current appointments will continue until the next annual meeting of the council.
8. The Camp has confirmed that the Freedom Parade scheduled for Sunday 28th June 2020 has been cancelled and this event has not been rescheduled.
9. Staff who are able to work from home have been doing so effectively and Teams meetings are taking place amongst the staff.
10. There has been a query over the ownership of the beech trees along the Wimborne Road. Cllrs White and Holmes, who were Councillors in 1994 when the trees were planted, were asked if they recalled any involvement from the Town Council at the time. This is a result of a letter to the Forum Focus asking that the Town Council carries out maintenance on them. They are outside of the parish and Cllr White recalled that a tree organisation called Trees for Dorset had planted them and the Dorset Council has since been in touch with the organisation asking that they ensure these trees are maintained and do not encroach on the highway.

**Finance & Staffing Committee Meeting held on Monday 16th March 2020 –
Recommendations**

**51. INSURANCE RISK ASSESMENT RELATING TO THE TOWN COUNCIL'S
INSURANCE COVER AND APPROVAL OF INSURANCE PREMIUMS FOR 2020/21**

The paper was noted (see Appendix H).

It was PROPOSED by Cllr Carter, SECONDED by Cllr Mieville and AGREED unanimously that a RECOMMENDATION is made to full council that

The Committee confirms that there are no other aspects of insurance that they wish to amend and agrees the insurance premium for 2020/21 of £14,055.84 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

ACTION: TOWN COUNCIL

**54. TO REVIEW THE FINANCE & STAFFING COMMITTEE REMIT AND THE
FINANCIAL REGULATIONS**

It was PROPOSED by Cllr White, SECONDED by Cllr L Hitchings and AGREED unanimously that the following statement is included in the Financial Regulations due to the current situation:

"In exceptional and unprecedented circumstances (e.g. a pandemic), which lead to it not being possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman and vice chairman of council and the chairman and vice chairman of the finance & staffing committee for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or these Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases when normal business and council meetings are resumed".

Please take a vote on this so that full council has approved it and the amendments can be made to the Financial Regulations (inserting the above paragraph in at 1.15).

In light of actions already carried out by the Town Clerk, with the support of the Chairman and Vice Chairman of the Finance & Staffing Committee, it was PROPOSED by Councillor L Hitchings, SECONDED by Cllr Carter and AGREED unanimously that STANDING ORDERS are SUSPENDED.

It was then PROPOSED by Cllr White, SECONDED by Cllr L Hitchings and AGREED unanimously that

Hirers who cancel bookings will not be penalised and will receive a refund, which is not in keeping with the Town Council's booking conditions. In addition, the Service Level Agreements will continue to be paid even if they are unable to open to the public as a result of the virus.

As a direct result of the advice from central government received this evening strongly advising against gatherings, Councillors requested the cancellation of future meetings. The Town Clerk expressed her preference for a resolution due to there being no precedence for this action and it was therefore PROPOSED by Cllr White, SECONDED by Cllr Lindsay and AGREED unanimously that

The Finance & Staffing Committee instructs the Town Clerk to postpone council meetings until further notice.

The Finance & Staffing Committee made decisions on Monday 16th March 2020 that would normally be recommendations to full council on Monday 23rd March 2020. Because meetings have been postponed as a result of the coronavirus pandemic, Councillors were therefore asked by email on 20th March 2020 if they had any strong objections to the grant application resolutions by Wednesday 25th March. No responses were received so the confirmation letters were distributed and payments where relevant. The grants still need to be approved by full council meeting, but retrospectively instead.

56. TO CONSIDER GRANT APPLICATIONS (CURRENT AVAILABLE BALANCE IS £9,252.32, WHICH INCLUDES £1,825 FROM 2018/19 UNDERSPEND)

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr S Hitchings and AGREED unanimously that, due to the unprecedented situation we are faced with and to avoid delay, the grant applications are considered at this Committee meeting without being able to recommend them to full council. Councillors asked that the resolutions are therefore shared with other Councillors for their information (not votes) and the grants will then be paid one week after the email is sent. NALC has advised town and parish councils to retrospectively approve all decisions taken at the next available council meeting.

8:28pm – Cllr Lindsay left the meeting.

56.1 Blandford Police

The paper was noted (see Appendix L).

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Stevens and AGREED (7 in favour, 1 against) that a RECOMMENDATION is made to full council that

A grant of £500 is approved.

ACTION: TOWN COUNCIL

56.2 Blandford Scout Group

The paper was noted (see Appendix M).

8:35pm – Cllr L Hitchings left the meeting.

8:39pm – Cllr L Hitchings returned to the meeting.

Cllr Mieville proposed a grant of £1,500, which was seconded by Cllr White but NOT AGREED (3 in favour, 5 against).

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Carter and AGREED (5 in favour, 3 against) that that a RECOMMENDATION is made to full council that

A grant of £3,000 is approved.

ACTION: TOWN COUNCIL

56.3 St John Ambulance (£1,000 awarded in 2015-16 for purchase of defibrillator)

The paper was noted (see Appendix N).

8:44pm – Cllr L Hitchings left the meeting.

It was PROPOSED by Cllr White, SECONDED by Cllr Cross and AGREED (7 in favour, 1 non-vote) that a RECOMMENDATION is made to full council that

A grant of £820 is approved.

ACTION: TOWN COUNCIL

8:46pm – Cllr L Hitchings returned to the meeting.

56.4 In Jolly Good Company

The paper was noted (see Appendix O).

Councillors asked the Town Clerk for further information as to why The Alzheimer's Society is removing funding and their current meeting location.

Since the meeting the following response has been received from In Jolly Good Company and it requires a resolution, or can be deferred until the next Finance & Staffing Committee meeting:

Alzheimer's Society announced a new strategy for 2017 - 2022. In short, they are putting more money in to vital research, a programme called 'Side by Side' (matching newly diagnosed people with volunteers) and Dementia Friendly Communities.

Dorset has a large number of support groups for people living with dementia and their carers - but as this kind of work is not in the new strategy, it is gradually being phased out. I worked for Alzheimer's Society for five years, running some of these groups - including the Blandford Memory Cafe. So I have first hand knowledge of the people who attend and the volunteers. I left the Society at Christmas to work full time for 'In Jolly Good Company' which I set up in January 2019.

I still have an excellent relationship with Alzheimer's Society and collaborate with my ex colleagues there to ensure smooth continuation of a much needed service. I have already done this in Shaftesbury and will do so in Wimborne once the present crisis is over.

Any groups that become 'Jolly Days' will be open to more people, including those with memory loss.

The group currently meets at the URC in Blandford on Thursday afternoons. At present, Alzheimer's Society are still committed to running the 'Singing for the Brain' which takes place on alternate Thursdays and In Jolly Good Company would like to take over the Memory Cafe group so that Blandford doesn't lose it's weekly essential offering.

Please see our website for beautiful pictures of our work. www.injollygoodcompany.com

I hope that this make the situation a little clearer. If not please get back to me.

56.5 Oh No It Isn't

The paper was noted (see Appendix P).

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Carter and AGREED (5 in favour, 3 against) that a RECOMMENDATION is made to full council that

60% of the current reserved venue hire costs is approved as free venue hire, in accordance with the free venue hire criteria, hence there will be no cancellation of paid hirers.

ACTION: TOWN COUNCIL

9:15pm – Cllr White left the meeting.

57. TO RECEIVE A REPORT REGARDING VIREMENT FROM GENERAL RESERVES TO COVER EXPENDITURE IN 2019/20

The paper was noted (see Appendix R).

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Stevens and AGREED unanimously that a RECOMMENDATION is made to full council that

To vire £4,120 from the Interest Earnt on Earmarked Investments budget line (Code 1001), £1,321 from the Interest Earnt on Capital investments budget line (Code 1010) and £284 from Interest Earnt on the Property Fund budget line (Code 1002) to General Reserves (Code 1500) and keeping the cost of £5,381 from the expenditure to the General Reserve to review in December 2020.

ACTION: TOWN COUNCIL

58. TO RECEIVE A REPORT REGARDING COMMITTING FUNDS FROM UNDERSPEND OF PROJECT MANAGER BUDGET

The paper was noted (see Appendix S).

It was PROPOSED by Cllr Carter, SECONDED by Cllr Mieville and AGREED unanimously that a RECOMMENDATION is made to full council that

To vire underspend from the Project Manager Fee budget (Code 4400) to General Reserves (Code 1500) to assist with flexible working / Project Manager Fees, and to vire the underspend of the Payroll budget line (Code 4400) to General Reserves (Code 1500).

ACTION: TOWN COUNCIL

59. TO RECEIVE A REPORT REGARDING FUNDS FROM UNDERSPEND OF CORN EXCHANGE MAINTENANCE BUDGET AND GRANTS BUDGET

The paper was noted (see Appendix T).

It was PROPOSED by Cllr Carter, SECONDED by Cllr Stevens and AGREED unanimously that a RECOMMENDATION is made to full council that

To vire underspend from the Corn Exchange Maintenance Budget (Code 5206) to Corn Exchange Regeneration Reserves (Code 1105) to assist with refurbishment costs, and to vire the underspend of the Grants budget line (Code 5505) to General Reserves (Code 1500) and to commit for Grants 2020/21.

ACTION: TOWN COUNCIL

To retrospectively approve grants to Age UK and Blandford Forum Food Bank

Since the F&S meeting held on 16th March 2020 two grants have been approved in association with the current pandemic.

On 31st March 2020, the Town Clerk wrote to Councillors with the following message:

I have been corresponding with the Chairman/Vice Chairman of Council and the Chairman/Vice Chairman of the Finance & Staffing Committee about the Town Council awarding a grant of £1,000 to Age UK and £1,000 to Blandford Food Bank, which they have all agreed to.

We have an underspend of £1,825.55 from 2018/19 Grants budget and an underspend of £3,106.67 from this year's Grants budget, so the money is there. This will be retrospectively approved at the next council meeting.

For information, the respective public pleas are here:

AGE UK

<https://www.dorsetecho.co.uk/news/18342455.age-uk-dorset-appeal-help-older-people-coronavirus-outbreak/>

BLANDFORD FOOD BANK FUNDS APPEAL

Due to the Covid – 19 Corona Virus in the past three weeks we have seen a three fold increase of people needing our help at Blandford Food Bank. In the past week alone we gave out food to in the region of 175 local people and requests are increasing daily. Our stock is becoming low and we are worried we will not be able to continue to supply food to all the vulnerable people in the Blandford area who need our help. We understand how concerned everyone is for their own families and loved ones during this time of crisis. As the Food Bank is no longer able to be open to the public on a Tuesday and Thursday to take in food donations we are relying heavily on our Food Bank trolleys which are still in operation at Lidl, Tesco's and Morrisons and are emptied regularly. Due to this we wondered if you were able to offer us a small financial donation so that we can keep the Food Bank running at a time when so many are struggling? If you would like to donate could we please ask you to do so either via our CAF bank account or by our paypal account. We are part of a much larger registered charity called Faithworks and would ask that any donation has the reference of Blandford Food Bank and with paypal could we possibly ask you to use the Friends and Family gifting option and again in the message area write Blandford Food Bank.

Recommendation

It is recommended that Councillors retrospectively approve £2,000 from the Grants budget using the underspend from the 2018/19 financial year and the balance from the 2019/20 financial year.

Linda Scott-Giles

Town Clerk

5th April 2020

Payment relief to Sports Clubs for the period April to June 2020

The sports clubs are in the process of paying January to March invoices to us for their hire agreement but are all asking for rent relief for the next period.

The Town Clerk emailed the Chairman/Vice Chairman of Council and the Chairman/Vice Chairman of the Finance & Staffing Committee to authorise this for April to June 2020, which was approved.

Recommendation

It is recommended that Councillors retrospectively approve payment relief to the sports clubs for the April to June 2020 period and this will be reviewed again subject to how things progress.

Linda Scott-Giles
Town Clerk
6th April 2020

To consider a request from the Cricket Club for a loan

At the Barnes for a Recreation trustees meeting held on 28th October 2019 it was resolved that:

The Town Council agrees to a loan in principle, subject to a budgetary review of the Clubs business plan and the inclusion of legal agreements and will consult with the Responsible Financial Officer for interest to be charged on the amount.

The Cricket Club has now formally requested a loan of £20,000 over 10 years with repayment of £2000 + interest per annum. They felt it would *“be prudent to have some financial headroom, although if the material cost is reduced, and we get a grant from Dorset Cricket Board, we may not need it.”*

The Town Clerk at Dorchester Town Council confirmed that they have interpreted the General Power of Competence as allowing them to do what a normal person can do. A normal person can give a loan with interest. Dorchester Town Council has recently given loans on two occasions to the Dorset County Museum – both for cashflow purposes, both at Nil interest. They are also actively developing projects with long term loan potential – including to the ballet club to build new premises and to community organisations to introduce carbon reduction measures. They will need to charge interest on this and have no concern doing so.

Alternatively, the Town Council could simply agree an increase in rent equivalent to the interest it would charge.

Additional Information

At the meeting held on Monday 24th February 2020, Councillors requested further information on the status of the Club, what the loan is for with a view to this being brought back to a meeting for consideration. Tom Snape has provided the following information and Councillors were asked to seek clarification from the Town Clerk prior to the meeting, if they had any queries:

We are a registered Community Amateur Sports Club. We are non-profit making although we will now focus on building up some reserves as we only have £17,000 in our bank account at the moment.

The major item for the requirement for the loan is to fund the essential security shutters at £14,800. We also need a kitchen. I have only allowed £5K for the flooring so I will increase this by another £1K. then we need a small buffer for some unexpected costs.

I estimate that we need up to £20K over 10 years but may well pay some of this back earlier than expected. The club will be doing all the internal painting, installing the kitchen cabinets and the flooring in the main clubhouse, kitchen and toilets. This will save an estimated £4K. If we get the legal 25-year-tenure document we can then apply for a £10K grant from Dorset Cricket Board in early March. I hope to use this for the access path - we will see.

The solicitor has been approached to pursue the legal agreement and this is now in process.

Recommendation

Councillors are asked to consider approving a loan of £20,000 to the cricket club, with or without interest, and to confirm whether this is included as part of the annual agreement with the Town Council.

Jon Goodenough
Operations Manager
6th February 2020

To consider expenditure authority for security improvements to the reception area

Background

Various discussions have been held over the years with regards to the layout of the reception area of the Town Clerk's Office.

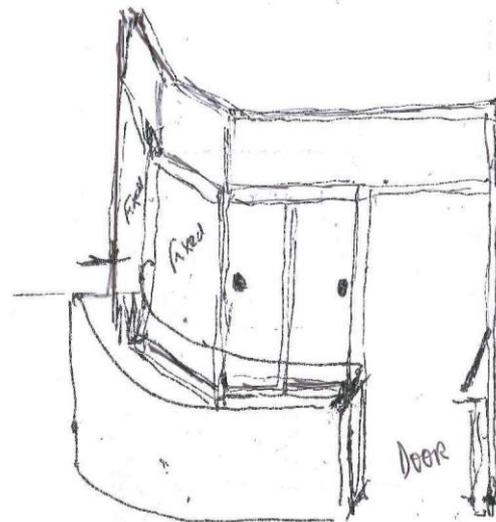
Following a recent incident, where damage was caused during a weekend hiring, a contractor was asked to provide a quote to close in the desk space where the Bookings Receptionist sits. The proposed layout is as per the very rough sketch below.

Furthermore, there has been an increase in verbal altercations with members of the public. It is felt that this layout will improve the safety and security of staff both within and outside of office opening hours.

Additional Information

The quote is to extend the top of existing desk layout to the ceiling, incorporate laminated clear glass in two sections and sliding glass windows in one section. Infill opening with new door lining and move door from inner wall forward. Plywood to top section on both sides up to decorating standards. Take off office door, cut out and take down area of stud wall, making good stud ends and board and plaster over to match existing. Make good skirting, all up to decorating standard. Clear away all plant and leave site tidy.

Total price £2,774 + VAT.



Recommendation

It is recommended that Councillors approve expenditure authority of £2,774 + VAT (plus funds to cover any carpeting and decoration required) using funds from the Corn Exchange Buildings & Maintenance budget line, which has a current balance of £16,934 (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Linda Scott-Giles
Town Clerk
11th March 2020

Neighbourhood Plan Working Group – Blandford +

As previously reported, the Examiner for the Blandford+ Neighbourhood Plan 2011 – 2033 (Mr. Terrence Kemmann-Lane) issued his report on 28th January 2020, ruling that the Plan met ‘Basic Conditions’ and could therefore proceed to Public Referendum. The Examiner’s report did outline a number of modifications required to the plan, and Blandford+ have worked with Dorset Council to agree and incorporate these modifications. It was also agreed with Dorset Council Electoral Services in February that the Referendum would take place on the 7th May 2020, to coincide with the Police Commissioner Elections being held on the same day, thus saving manpower and costs, and utilising the polling systems already in place.

Government announced on the 13th March 2020 that Local elections in England would be postponed due to the coronavirus outbreak. The Coronavirus Bill, introduced into Parliament on 19th March, contained provisions to enable the postponement of electoral events, including neighbourhood planning referendums, over the course of the year. In the meantime, Blandford+ were informed by Dorset Council that they had received a number of letters raising concerns about the content of the Examiner’s Report and arguing that the Examiner’s report is flawed. Whilst it is the Blandford+ view that concerns raised have indeed been addressed by the Examiner and that due process has been followed, Dorset Council decided to seek legal opinion regarding the challenges and have informed Blandford+ that they will be unable to issue the ‘Decision Statement’ to proceed to referendum until the legal issues have been resolved. Blandford+ have been updated on progress and have been given opportunity to comment on the challenges.

MCHLG issued updated guidance for Neighbourhood Plans on the 7th April, saying:

- **Referendums:** All neighbourhood planning referendums that have been recently cancelled, or are scheduled to take place, between 16 March 2020 and 5 May 2021 are postponed in line with [Government Regulations](#) until 6 May 2021.

[NOTE: These provisions will be kept under review and may be amended or revoked in response to changing circumstances. It may be possible for a Referendum to take place earlier than 6 May 2021 if the situation improves]

- **Decision-making:** Where the local planning authority has issued a Decision Statement (as set out under Regulation 25 of the Neighbourhood Planning (General) Regulations 2012) detailing its intention to send a neighbourhood plan to referendum, that plan can be given significant weight in decision-making, so far as the plan is material to the application.

Despite not having gone through referendum, this means that as soon as Dorset Council issue the Decision Statement, policies within Blandford+ Neighbourhood Plan will become a material consideration within planning applications.

Preparing for a future Referendum

A comprehensive action plan had been developed, encompassing pre-referendum activities (such as the production and delivery of an information leaflet, public information / Q&A sessions etc.) as well as post implementation and ongoing plan management activities. This plan can be re-instated for the new referendum date. Reports outlining future requirements (e.g. changes to the Planning Committee remit) will be submitted for review and approval by the Town Council. A new Memorandum of Understanding between the three councils, covering the change of role from creation to management of the Plan will be drafted for agreement by the Councils and the B+ Steering Group, and outline scripts and presentation materials are being created to support Councillors at future Q&A sessions.

Sally Gardner, Project Co-ordinator, Facilitator to Blandford +

17th April 2020

Public Art Plan

Tim Ward from Circling the Square has confirmed that, as of 25th March, the fabricators were still working on the benches. Due to the current pandemic the groundwork contractor he normally works with is not prepared to travel. Which means he doesn't have a contractor to do the excavations, pouring of the concrete and tarmac, which is the base of the canopy. The Town Council has provided Tim Ward with the contact details of a local contractor. However, we have also asked that the installation is postponed until the current situation is cleared and the office is open again. He has agreed to the extension.

Sybille Maddock
Assistant Town Clerk
6th April 2020

To retrospectively approve expenditure for essential maintenance works

Background

I wrote to Councillors on February 5th 2020 explaining that I am intending to action a number of repairs to be carried out to the Corn Exchange complex, as it is clear that the overall renovation project will not be starting this year and it seems wrong to continue to put off these essential works any longer as we have been doing since I came into post nearly 11 years ago. Whilst I appreciate the reasoning for doing so in the past, (easier funding opportunities if the building was in a state of disrepair and then the waiting for the results of a report promised by our previous architect), It is clear that if we continue with that strategy then the building will become unfit for purpose and we are not carrying out our obligations towards a Grade 1 listed building. The works are not hugely expensive, nor will they necessarily need redoing during any major renovation of the building.

Report

I therefore asked a local contractor to check, clear and repair the guttering and rainwater goods around the Corn Exchange and office. Most of the problem areas are around the office and stage roof which helps to explain the damp around the stage area. During the course of the work further minor issues have arisen especially with a blocked downpipe which runs down within the walls of the building. I asked a drainage company to attend site to put a camera down the pipe prior to jetting it so that we could see if the pipe itself was damaged. It was sound and has been cleared.

The works also revealed that there are areas of damaged leadwork in this area which is causing water ingress and therefore a specialist has been approached to look at this. In addition, there is also water getting into the gents' toilets behind the stage when it rains, and it appears that this may be caused by an underground pipe running from the downpipe at the rear of the office into the main drain. Further investigation of this pipework is being carried out.

In my email of the 5th February I stated that if the cost for these works exceeds either mine or the Town Clerks spending authority that I would make this an agenda item at a future meeting to ask for retrospective expenditure authority and therefore this is the purpose of this report. A summary of the works carried out and the total expenditure is outlined below:

- Clear gutters on both sides of Corn Exchange main hall.
- Clear lead valley around stage roof.
- Repair broken ridge tiles on stage roof.
- Repair broken slates.
- Repair leadwork on coping stones to rear of office.
- Repair and paint two office windows.
- Paint one side of fascia board.
- Pointing of brick work (essential areas).
- Clear out running outlet from lead valley.
- Clear rubbish.

Total Cost £2,151.00

Recommendation

It is recommended that Councillors approve retrospective expenditure of £2,151.00 using funds from the Corn Exchange Building Maintenance and Materials budget line 5206 which as of 21st February 2020 has a balance of £16,934.00 (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Jon Goodenough
Operations Manager
21st February 2020

Climate Change & Biodiversity

Update from the last working group meeting held on Monday 16th March 2020

NOTES

Attendees:

Cllr Pat Osborne, Chairman of the Working Group
Cllr Lynn Lindsay, Working Group member
Cllr Hugo Mieville, Working Group member
Cllr Roger Carter, Working Group member
Steve Adamson, Blandford Environmental Trust
Geoff Poskitt, Blandford Environmental Trust
Nic Nicol, Blandford Environmental Trust
Peter Aldous, Eco Blandford
Jon Goodenough, Operations Manager
Linda Scott-Giles, Town Clerk

1. Apologies

Bronwen Thompson, Eco Blandford
Cllr Alan Cross, Working Group member
Cllr Doro Russell, Working Group member
Yvonne Mieville, Blandford War on Waste
Cllr Carol Tompsett, Bryanston Parish Council
Cllr Malcolm Albery, Blandford St Mary Parish Council
Cllr John Dallison, Blandford St Mary Parish Council

2. To update attendees on the Climate Change & Biodiversity Action Plan approved by the Town Council

The plan was noted.

3. To receive a report on the Town Council's carbon footprint

Cllr Osborne distributed the work he has carried out on this and talked attendees through the results.

4. To receive feedback from other groups/individuals on recent activity

Blandford Environmental Trust spoke about the recent Dorset Council event they attended and tabled a document with ideas for joint working on a variety of projects (attached below).

Attendees discussed the use of plastic bottles and why people choose to use them and access to water in the town.

Reaching out to the community is essential from all groups.

Attendees discussed the way in which new homes are being built and how opportunities are being missed to ensure they are as low carbon as possible.

5. To discuss arrangements for the Climate Change Symposium on 23rd October 2020 in the Corn Exchange initiated, and hosted, by the Blandford Environmental Trust

The BET is working hard towards this event and have lots of ideas.

A discussion was held on costs and capacity of the venue. The Town Clerk offered to set up a ticketing system using Ticketsource, which can enable free tickets, to help manage capacity.

It was decided that this event should be as inclusive as possible and the speakers should be limited either in number or in the duration of their presentations to prevent the length of the event becoming excessive.

6. To gauge interest for the Town Council to organise a visit to the recycling centre and transfer station in either Bridport or Swanage

It was agreed that attendees would welcome this once the current situation with the Coronavirus is passed. The Town Clerk will action it at the earliest opportunity.

7. To agree next steps and recommendation / update to full council

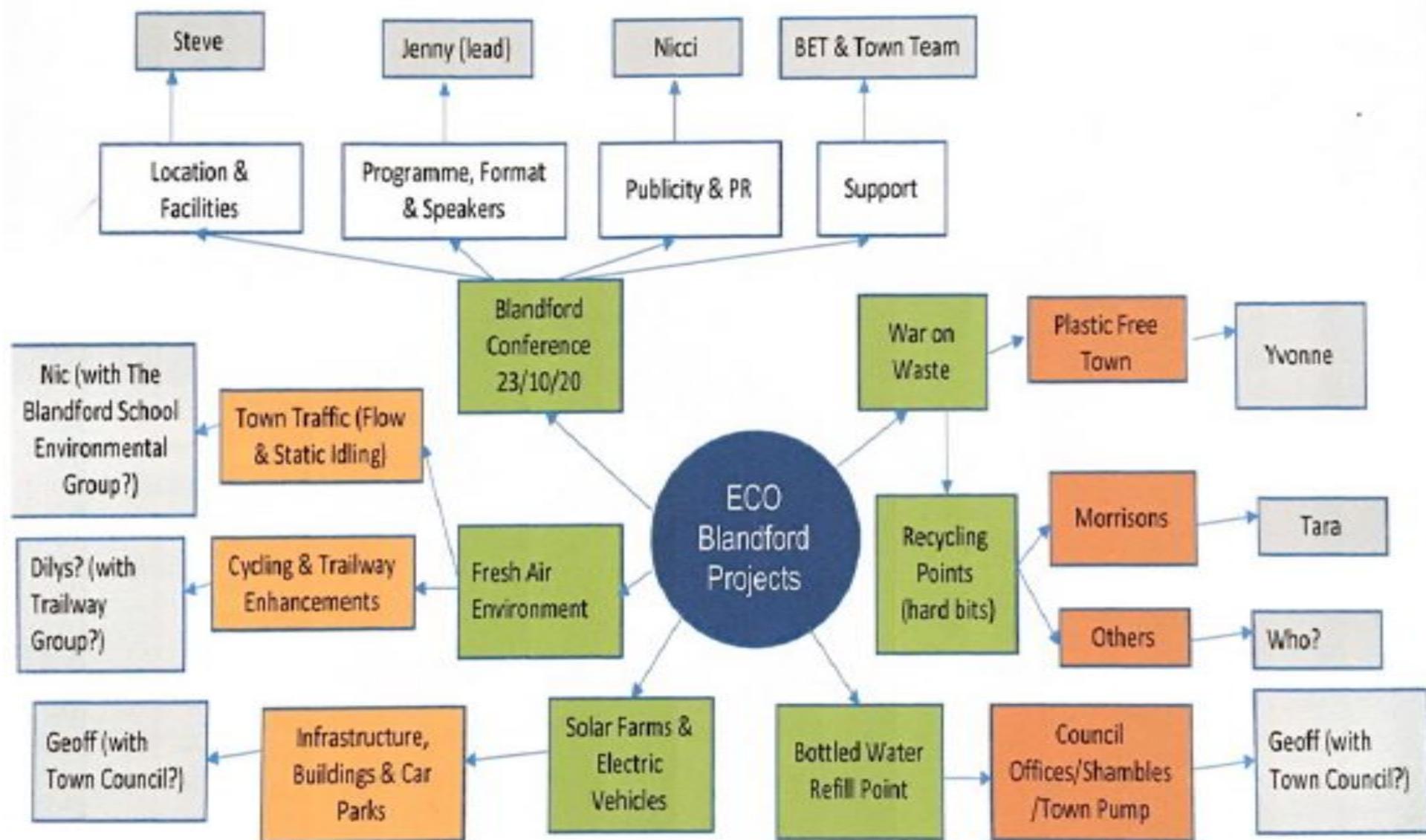
Cllr Osborne will provide an update to full council at the earliest opportunity.

In the meantime, the Town Clerk will distribute these notes to Councillors for information.

8. Date of next meeting

To be arranged, once the restriction on social distancing is lifted.

Climate Change Emergency – Blandford Environmental Trust & Town Team: Plan Overview (v2): Ideas for development in collaboration with The Blandford School Environment Group, ECO Blandford, the Town Council and other interested groups.



Dorset Council Grant to support the Market Area Enhancement Project

Update from the last working group meeting held on 2nd March 2020

Attendees

Cllr Colin Stevens, Chairman of the Working Group
Cllr Lynn Lindsay, Working Group member
Cllr Steve Hitchings, Working Group member
Cllr Roger Carter, Working Group member
Cllr Alan Cross, Working Group member
Dorset Council Cllr Noc Lacey-Clarke
Hugh de Iongh, Dorset Council
Nicci Brown, Civic Society
Nic Nicol, Town Team
Jon Goodenough, Operations Manager
Linda Scott-Giles, Town Clerk

Apologies

Dorset Council Cllr Byron Quayle
Andy Reynolds, Market Manager
Terence Dear, Civic Society

To discuss initial proposals with Cllr Lacey-Clarke as the Dorset Council Councillor

Cllr Lacey-Clarke updated the working group on the new product being introduced to improve the pavements.

Hugh asked about the car parking review and Cllr Lacey-Clarke advised that a feasibility study is currently taking place and Cllr Quayle is feeding back to the Town Council in March.

Attendees confirmed that the initial plan is to pedestrianise one half of the market area parking.

Cllr Lacey-Clarke advised that any plan must be fully supported by the community and businesses. When questioned, he confirmed that he felt that the area outside Reeve/Superbook would be better suited to a pedestrianised area, partly due to the existing paved area outside Scrivens, as opposed to the side outside Spar. He suggested that sharing a space with the Dorset Council could be complicated and it would be better to take full responsibility for an area.

Cllr Lindsay suggested a trial period so that feedback can be received prior to making any permanent changes.

To receive the responses from the Market Place retailer consultation distributed to all town centre retailers

Twelve responses have been received from retailers in the town centre, from a total of 120 consultations hand distributed to the shops and businesses. Seven were in favour of half the market area car park being pedestrianised and five were against it.

To receive a presentation from Nic Nicol and agree on content for the Town Team's consultation at the Community Expo

Nic Nicol took attendees through the Town Team vision and masterplan for the town centre.

Cllr Lacey-Clarke asked that Community Safety is added to the key factors put forward due to recent events in the town centre.

Cllr Lindsay asked that a vision for the town is not described as pedestrianisation as the funds/plans are not in place for this yet and it could concern residents/retailers. Instead, it should focus on town centre regeneration/improvements.

Attendees agreed that their aim is:

To make your town centre a more attractive place that people will want to visit and enjoy.

It was agreed that the Town Team consultation to Expo attendees should be open ended and simply ask what people would like to see in the town centre and what suggestions they have.

To agree a way forward and recommendation / update to full council

Attendees have agreed that they would like to proceed with pedestrianisation of one side of the market area car park.

The Town Team will carry out a consultation at the Community Expo on Saturday 21st March 2020.

Cllr Carter would like to involve surrounding parishes, but it was agreed that the group needs to have a clearer plan before that happens.

The Chairman asked the Town Clerk to arrange another meeting for after the Easter holidays.

The meeting closed at 12pm.