

BLANDFORD FORUM TOWN COUNCIL
Minutes of the Town Council Meeting
Held on Monday 25th March 2019 at 7:00pm

PRESENT

Cllr R Carter – Chairman
Cllr P Clark
Cllr H Mieville
Cllr H White
Cllr B Quayle
Cllr L Hitchings
Cllr P Osborne

Cllr N Lacey-Clarke – Vice Chairman
Cllr D Robinson
Cllr S Hitchings
Cllr C Stevens
Cllr L Lindsay
Cllr John Stayt

IN ATTENDANCE

Town Clerk
Assistant Town Clerk
District Cllr B Cooper
Member of the public

Operations Manager
Nicci Brown – Press
District Cllr J E T Tanner

175. PUBLIC SESSION

- 175.1 To receive a presentation from Jacqueline Robinson on the proposed design and introduction of a Blandford Tartan and to respond to the proposal

Mrs J Robinson was unable to attend the meeting.

- 175.2 Cllr S Hitchings spoke about an incident where a Defibrillator was required in the Market Place. Members of the public did not know where the nearest one was located. He believes it would be a good idea to display a map outside the Corn Exchange. The Town Clerk will explore various options and inform Councillors that the information is distributed to the public using various methods.

ACTION: TOWN CLERK

- 175.3 Cllr White spoke about the new Boundary Wards and the mis-information distributed by the authority. He believes that after the election this should be looked into. The Town Clerk confirmed that a new updated map has been sent out by the Town Council office today.

176. REPORT FROM COUNTY COUNCILLOR

- 176.1 Highways – Cllr Quayle had meetings with the Highways department to discuss the state of the roads after the winter months and requested that Councillors notify him of any issues.
- 176.2 Road Closure – Wessex Water have requested for Oakfield Street to be closed for some essential works, starting on 15th April for four days.
- 176.3 Badger Cross Roadworks – The issues with the traffic lights have been fixed, Cllr Quayle confirmed that the chip shop fire was not caused by road works. Cllr Quayle also confirmed that the works will be extended.
- 176.4 Parking Review – Officers have asked for a meeting and Cllr Quayle will provide an update soon.
- 176.5 Rangers – The Ranger have started their urban grass cutting and the weed treatment will start in May.
- 176.6 County Council - This Thursday, 28th March, will be the final meeting of the County Council.

177. REPORT FROM DISTRICT COUNCILLORS

- 177.1 Cllr J Tanner – Cllr Tanner has a list of polling stations which he is happy to pass on to the Town Clerk. The last meeting of the District Council took place. The Blandford Fly spraying should be taking place, weather and water permitting. Cllr Tanner has asked for an open day at Nordon so residents can take photos before it closes. He believes that training for the Defibrillators is vital.
- 177.2 Cllr Cooper – He had donated a Defibrillator which was installed by the Parish Rooms, as due to conservation there was no other place nearer to the Market Place.
- 177.3 Cllr J Stayt – Apologies
- 177.4 Cllr N Lacey- Clarke – Nothing to report.
- 177.5 Cllr T Handford – Not in attendance.

178. APOLOGIES

Cllr Jackie Stayt

Cllr H Galpin

179. TO RECEIVE ANY DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None had been submitted.

This item was brought forward.

181. TOWN CLERK'S REPORT & CORRESPONDENCE

- 181.1 Shambles Flagstones - The contractor has returned to carry out further works to the flagstones. Hirers have been informed and will still be able to access the Corn Exchange complex.
- 181.2 Kitchen – The Corn Exchange kitchen works took place on Sunday and new equipment has been ordered.
- 181.3 Incident Outside the Shambles – On Saturday night, when the caretaker was closing up the Shambles, he witnessed an attack on the homeless man sleeping at the foot of the gates.
- 181.4 SLCC – The Town Clerk has been invited to give a briefing to county clerks on the Royal Death procedure at a meeting on Thursday.
- 181.5 Railway Arches – Works will start in April, laying the foundations to the staircase to the top of the arches.
- 181.6 Easter Egg Hunt – The Assistant Town Clerk has sought approval from the Chairman of the Recreation & Amenities Committee to organise an Easter Egg Hunt at Woodhouse Gardens for 11th April 2019. This is a free event, kindly sponsored by House of Sarunds. Cllr L Lindsay thanked the Assistant Town Clerk for the idea as a lot of people are very interested in the event.

180. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 25TH FEBRUARY 2019

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr John Stayt and AGREED unanimously that the Minutes be APPROVED and SIGNED.

182. CIVIC REPORT

The paper was sent to Councillors via email.

182. CIVIC REPORT (CONT.)

The Deputy Mayor thanked the Mayor for his successful Charity evening. The Mayor thanked the Mayor's Secretary for all her hard work on this event, she has done a wonderful job.

183. RECOMMENDATIONS AND RECEIPT OF MINUTES

183.1 Finance & Staffing Committee Meeting held on Monday 18th March 2019

183.1.1 Insurance risk assessment relating to the Town Council's insurance cover and approval of insurance premiums for 2019/20

It was PROPOSED by Cllr Mieville, SECONDED by Cllr Lindsay and AGREED unanimously that

The Town Council confirms that there are no other aspects of insurance that they wish to amend and agree the insurance premium for 2019/20 of £13,696.80 from the Insurance budget line (Administration) (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

ACTION: FINANCE OFFICER

183.1.2 Review of the Risk Assessment Management Policy (including financial) Arrangements For 2019/20

It was PROPOSED by Cllr Carter, SECONDED by Cllr Robinson and AGREED unanimously that

The Town Council approves the Risk Assessment Management Policy (including financial) arrangements for 2019/20.

ACTION: FINANCE OFFICER

183.1.3 To review the policy in relation to employer discretions under the Local Government Pension Scheme (LPGS)

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

The policy in relation to employer discretions under the Local Government Pension Scheme is approved.

ACTION: FINANCE OFFICER

183.1.4 Revitalise (No previous grant awarded)

Cllr S Hitchings informed Councillors that he is aware of who the individuals are, although there is no pecuniary or prejudicial interest, and will abstain from voting.

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Robinson and AGREED (12 in favour, 1 abstention) that

A grant is not approved on this occasion; however the applicant is advised to apply to The Charity of William Williams.

ACTION: TOWN CLERK

183.1.5 Brendon Care (No previous grant awarded)

It was PROPOSED by Cllr Robinson, SECONDED by Cllr Mieville and AGREED unanimously that

A grant is not approved on this occasion however the applicant is advised to apply once the group is established.

ACTION: TOWN CLERK

183. RECOMMENDATIONS AND RECEIPT OF MINUTES (CONT.)

183.1.6 Artsreach (one free hire of the Corn Exchange in 2017/18)

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Lacey-Clarke and AGREED (12 in favour, 1 against) that a

A grant of up to £500 is approved for the use of venue hire only during the 2019/20 financial year. Any underspend remains in the Grants budget.

ACTION: TOWN CLERK

183.1.7 To receive a report regarding Virement from General Reserves to cover expenditure in 2018/19

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lindsay and AGREED unanimously that

The following virements are made to General Reserves (Code 1500):

- **£5,000 from the Interest Earnt on Earmarked Investments budget line (Code 1001)**
- **£5,000 from the Interest Earnt on Capital Investments budget line (Code 1010)**
- **£66,518 from Interest Earnt on the Property Fund budget line (Code 1002).**

ACTION: FINANCE OFFICER

183.1.8 To receive a report regarding committing funds from underspend of Project Manager Budget

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Carter and AGREED unanimously that

The following virements are made to General Reserves (Code 1500):

- **The underspend from the Project Manager Fee budget less the overspend of the Payroll budget (Code 4400) and to commit this to assist with flexible working / Project Manager Fees.**
- **The underspend of the Grants budget line (Code 5505) and to commit this for use for Grants in 2019/20.**

ACTION: FINANCE OFFICER

183.2 The minutes were RECEIVED.

184. TO CONSIDER EXPENDITURE AUTHORITY TO APPOINT A CONTRACTOR TO CARRY OUT THE EXTENSION WORKS TO WOODHOUSE GARDENS PAVILLION

The paper was tabled.

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

The Town Council approve expenditure authority for Company B using budget lines 1017 and 1120 to proceed with the works to extend the pavilion at Woodhouse Gardens, with the balance being taken from General Reserves (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

ACTION: TOWN CLERK

185. TO CONSIDER EXPENDITURE APPROVAL FOR A REPLACEMENT TRACTOR AND ROLLER MOWER

The paper was noted (see Appendix A).

It was PROPOSED by Cllr Carter, SECONDED by Cllr John Stayt and AGREED unanimously that

185. TO CONSIDER EXPENDITURE APPROVAL FOR A REPLACEMENT TRACTOR AND ROLLER MOWER (CONT.)

The Town Council approves expenditure authority to purchase a new tractor and roller mower from Company C using funds of £20,275.00 from the standard asset replacement accruals budget line (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

ACTION: TOWN CLERK

186. TO RECEIVE AN UPDATE ON THE TRANSFER OF AMENITY AREAS AND PLAY AREAS AT WESTBURY WAY AND CONSIDER HOW TO PROCEED

The paper was noted (see Appendix B).

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr L Hitchings and AGREED (12 in favour, 1 against) that

The Town Council reaffirms the desire to take on this area of land SUBJECT TO THE FOLLOWING:

- The Operations Manager and Grounds & Property Supervisor inspect the areas of land and the play areas, reporting any recommendations to the developer's solicitor, which must be carried out prior to the transfer.
- A tree survey is carried out and any rectification works done prior to transfer.
- Interest on the £22,000 is calculated and added to the transfer.
- Blanchards Bailey are instructed to act on the Town Council's behalf and their legal costs are paid by the developer.
- A TREE and play equipment survey must take place and either the rectifying works is carried out by the developer or payment is made to the Town Council to carry out the works before the transfer is made.

ACTION: TOWN CLERK

187. TO RECEIVE AN UPDATE AND CONSIDER ANY REQUESTS FROM THE:

187.1 Neighbourhood Plan Working Group – Blandford +

The paper was noted (see Appendix C).

187.2 14-18 Working Group (First World War Centenary)

Cllr Carter reported that the group decided that they would like to change the name of the group to be more encompassing with all events.

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that

The name of the group is changed TO The Blandford Forum Town Council Commemoration Group, known as The Commemoration Group.

ACTION: TOWN CLERK

187.3 Corn Exchange Project

187.3.1 To consider proceeding with associated works to refurbish the stage area

The paper was noted (see Appendix D).

187. TO RECEIVE AN UPDATE AND CONSIDER ANY REQUESTS FROM THE: (CONT.)

187.3.1 To consider proceeding with associated works to refurbish the stage area (cont.)

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr John Stayt and AGREED unanimously that

This item has been deferred to the next meeting on 29th April 2019.

ACTION: TOWN CLERK

187.4 Public Art Plan Working Group

Cllr Osborne reported that 37 responses have been received to date, the consultation closes on 29th March. The next Working Group meeting is on 1st April to discuss the outcome of the public consultation.

188. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

None

189. CONFIDENTIAL

It was PROPOSED by Lacey-Clarke, SECONDED by Cllr L Hitchings and AGREED unanimously that

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admission to Meetings) Act 1960.

The Chairman decided to take a break at 8.23pm.

The Meeting continued at 8.28pm.

189.1 Town Clerk's Report

Nothing to report.

189.2 Minutes of the Confidential Meetings held on 17th December 2018 and 11th March 2019

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr L Hitchings and AGREED (11 in favour, 2 abstention) that the minutes from 17th December 2018 be APPROVED and SIGNED.

ACTION: TOWN CLERK

It was PROPOSED by Cllr Robinson, SECONDED by Cllr Clark and AGREED (12 in favour, 1 abstention) that the minutes from 11th March 2019 be APPROVED and SIGNED.

ACTION: TOWN CLERK

189.3 To receive an update on the Old Bath House and consider how to proceed

The paper was noted (see Appendix E).

Cllr Clark declared an interest in this item as the owner is a client of his. He will not take part in the voting.

189. CONFIDENTIAL(CONT.)

189.3 To receive an update on the Old Bath House and consider how to proceed (cont.)

It was PROPOSED by Cllr Carter, SECONDED by Cllr Mieville and AGREED (12 in favour, 1 abstention) that

The Town Council requests that the owners provide their valuation by 22nd April and will discuss the item again at the Town Council meeting on 29th April.

ACTION: TOWN CLERK

189.4 To receive a report on amenity land and consider how to proceed

The paper was noted (see Appendix F).

It was PROPOSED by Cllr Robinson, SECONDED by Cllr Mieville and AGREED unanimously that

The Town Council have considered the information and instruct the Town Clerk to write to the residents to request that the path, additional paving under the shrub and the drive installed on Town Council land is removed.

ACTION: TOWN CLERK

Cllr John Stayt left the meeting at 8.52pm.

189.5 To receive a summary report on a Code of Conduct matter

The paper was noted (see Appendix G).

It was PROPOSED by Cllr Carter, SECONDED by Cllr Osborne and AGREED unanimously that

The Town Council notes the content of the report and the Town Clerk reports back to the Monitoring Officer that the actions taken address the breach of the Code of Conduct.

ACTION: TOWN CLERK

The meeting closed at 8:54pm.

SIGNED

DATED

