

**BLANDFORD FORUM TOWN COUNCIL**  
**Minutes of the Town Council Meeting**  
**Held on Monday 10<sup>th</sup> June 2019 at 7:00pm in the Open Exchange**

**DRAFT**  
Subject to confirmation

**PRESENT**

Cllr Lindsay – Chairman  
Cllr P Clark  
Cllr S Hitchings  
Cllr D Russell  
Cllr P Osborne  
Cllr R Holmes  
Cllr N Lacey-Clarke  
Cllr C Stevens

Cllr L Hitchings – Vice Chairman  
Cllr H Mieville  
Cllr B Quayle  
Cllr J Stayt  
Cllr R Carter  
Cllr C Jacques  
Cllr A Cross

**IN ATTENDANCE**

Town Clerk  
Nicci Brown – Press  
Yvonne Mieville  
Stephen Adamson

Assistant Town Clerk  
Dr Sylvia Hixson Andrews  
James Troup – Home Start  
Alan Horne – Blanchards Bailey

**34. PUBLIC SESSION**

- 34.1 Mr Troup spoke about the charity Home Start and explained what they do and offer to the Community. They look after families with children under five years old and currently have eight families in their care. Home Start functions on grants and donations only. They have 15 volunteers and it costs around £1,500 per volunteer. Last year they raised £80,000 through fund raising events and applying for various grants.
- 34.2 Dr Hixson Andrews addressed the Council regarding non-disability access venues being used by the Council for mayoral events and asked that the Council makes a stance of not using providers that don't offer disability access. The Chairman advised that agenda item 11 addresses this issue.
- 34.3 Mrs Mieville introduced the volunteer group Blandford War on Waste, which is addressing, informing and raising awareness about single use plastics. The group wants to encourage and educate people and they are looking for moral support from the Council. There will be a public meeting on 21<sup>st</sup> June in St. Peter and St Paul's Church where local groups and shops are invited to attend.

**35. REPORT FROM DORSET COUNCILLORS**

- 35.1 Milldown playpark - Cllr Quayle reported that Dorset Council have upgraded the Milldown playpark with new equipment.
- 35.2 Badger Cross roadworks – The roadworks are coming to an end soon, there are night road closures in place from Monday 10<sup>th</sup> June for three nights.
- 35.3 Grass verges and hedges – Dorset Council adopted a policy to cut verges at the beginning of the season and then grasses are allowed to grow for natural habitat. Private hedges growing into public footpaths are the responsibility of the owner and need to be cut by the owner.
- 35.4 The Trailway – Cllrs Quayle and Lacey-Clarke have received complaints about it being overgrown and they can confirm that this is being cut shortly.
- 35.5 Dorset Council Climate Emergency – The new Council will bring forward plans of climate change emergency in the next few months.

**35. REPORT FROM DORSET COUNCILLORS (CONT.)**

- 35.6 Parking Review – The Dorset Council has received the findings from the external company commissioned for this review. Cllrs Quayle and Lacey-Clarke will look at it with Officers from Dorset Council and will report back to the Town Council.

Cllr Lindsay asked why the bus route for the Lidl bus has been changed to include Tesco. She has received complaints, as the bus is not on time or sometimes stops are being missed. Cllr Quayle will look into it and let the Council now.

**ACTION: CLLR QUAYLE**

**36. APOLOGIES**

Cllr H White

**37. TO RECEIVE ANY DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

None

**38. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 13<sup>TH</sup> MAY 2019**

It was PROPOSED by Cllr Stayt, SECONDED by Cllr Carter and AGREED (14 in favour, 1 non-vote) that the Town Council Minutes be APPROVED and SIGNED.

It was PROPOSED by Cllr Stayt, SECONDED by Cllr Carter and AGREED (14 in favour, 1 non-vote) that the Annual Meeting of the Town Council Minutes be APPROVED and SIGNED.

**39. TOWN CLERK'S REPORT & CORRESPONDENCE**

- 39.1 Corn Exchange Ceiling – The Project Officer has arranged for the Corn Exchange ceiling to be cleaned on Friday 21<sup>st</sup> June 2019.

- 39.2 Community Payback Scheme – It has been agreed that the work will take place on 18<sup>th</sup> and 19<sup>th</sup> June at Elizabeth Road allotments. A portaloo has been ordered and a letter has been sent to the residents in the surrounding area to inform them of the works being carried out.

- 39.3 Robes Audit – Michael's Robes has carried out an audit of our robes and did not recommend replacing any of them. They were dry cleaned last year but two are missing as we only have twelve. Two will be ordered as soon as possible.

- 39.4 Nordon Letter – The Planning Officer responding to Cllr Carter on behalf of the Ministry of Housing, Communities and Local Government has confirmed that whilst central Government is concerned that all local authorities should administer the planning system with the utmost propriety, local authorities act independently of central Government. Ministers have no remit to intervene in the day to day affairs of local authorities. The Officer suggested contacting the Dorset Council's Monitoring or Complaints Officer as a possible way forward or the Local Government Ombudsman.

- 39.5 Lt Col Edwards – Representing The Rifles, Lt Col Edwards has written to thank the Mayor for a splendid Mayor Making ceremony, which he commented was friendly and relaxed. He was particularly impressed by the two Councillors who proposed the Mayor and thanked the staff for making him feel so welcome.

- 39.6 Cllr P Batstone – The Chairman of the Dorset Council has written to the Mayor to thank her for the invitation to the Mayor Making ceremony. She enjoyed the event and was able to appreciate Blandford's civic history and praised the caterers for their efforts.

### 39. TOWN CLERK'S REPORT & CORRESPONDENCE (CONT.)

- 39.7 Mr Alan Hunt – An email has been received from Mr Hunt, thanking the Town Council for the invitation to Mayor Making and his Certificate of Appreciation. He remarked that it was very interesting to learn all about the ceremony and it was a great shock, and with great pleasure, that he received his award.
- 39.8 Blandford Bridge, Flood Arches and Retaining Walls - Continuation of Repair Work – The Dorset Council has written to advise that inspections have highlighted that the Grade II listed Blandford Bridge and its associated flood arches and retaining walls are in need of repairs. The repairs are required to ensure that the structures do not become compromised and will be preserved for the future. Strengthening work and waterproofing was carried out to arch no. 1 of Blandford Bridge in 2017 and repairs to concrete defects in the flood arches were carried out earlier this year. Continuation of the repair work is planned to start at the bridge on 22<sup>nd</sup> July 2019 and six weeks have been allowed for completion. So that the work may be carried out safely, the road will be temporarily reduced to a single lane over the bridge with traffic controlled by portable traffic signals. The signals will be in place 24 hours per day.
- 39.9 Scaffolding – The Town Clerk reported that a company was trying to take the scaffolding from behind the Town Hall today, which the Town Council bought from CPH. After lengthy discussions it transpired that there was a mistake and they should have taken down different scaffolding behind WH Smith and Lloyds Bank.

### 40. CIVIC REPORT

The paper was sent to Councillors via email.

### 41. RECOMMENDATIONS AND RECEIPT OF MINUTES

- 41.1 Finance & Staffing Committee Meeting held on Monday 3<sup>rd</sup> June 2019  
41.1.1 Minute No. 10 – REVIEW OF END OF YEAR ACCOUNTS 2018/2019

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

**The end of year accounts for 2018/2019 are approved.**

**ACTION: TOWN CLERK**

- 41.1.2 Minute No. 11 – TO CONSIDER GRANT APPLICATIONS (CURRENT AVAILABLE BALANCE IS £13,606.95 WHICH INCLUDES £3,418 FROM 2018/19 UNDERSPEND AND £188.95 FROM 2017/18 UNDERSPEND)

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

**Councillors form a working group to review how the grant applications for free venue hire are managed due to the number being received. The working group will include Councillors Osborne, Lacey-Clarke, Stayt, S Hitchings, Stevens, Lindsay and Jacques.**

**ACTION: TOWN CLERK**

- 41.1.3 Minute No. 11.1 – Free Expressions Festival – Applied in 2018-19 and awarded a grant for room hire at a cost of £271.50.

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr L Hitchings and AGREED (14 in favour, 1 against) that

**A grant of £175.20 is approved for hire of Town Council venues for the Free Expression Festival.**

**ACTION: TOWN CLERK**

41. RECOMMENDATIONS AND RECEIPT OF MINUTES (CONT.)

41.1.4 Minute No. 11.2 – Blandford Home Start – Applied for SLA in 2015/16 and awarded £2,000. Applied for SLA in 2017/18 and awarded £1000.00 and advised to apply for grant in 2018/19.

An amendment was PROPOSED by Cllr Cross, SECONDED by Cllr Holmes but NOT AGREED (3 in favour, 12 against) that a grant of £1000 is approved.

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Mieville and AGREED (11 in favour, 4 against) that

**A grant of £500 is approved on this occasion, however the organisation is advised not to reapply in future financial years.**

**ACTION: TOWN CLERK**

41.1.5 Minute No. 11.3 – Oh No It Isn't – £746.40 awarded in 2018/19 for free hire in lieu of three pantomime performances in 2019.

An amendment was PROPOSED by Cllr Lacey-Clarke but not seconded that the full amount requested is approved.

It was PROPOSED by Cllr White, SECONDED by Cllr Cross and AGREED (13 in favour, 2 against) that

**A grant of £1,000 is approved on this occasion for hire of Town Council venues, with promotional material stating the event is supported by Blandford Forum Town Council. In addition, Councillors approved securing the following performance dates for future pantomimes:**

- 11<sup>th</sup> – 13<sup>th</sup> December 2020**
- 17<sup>th</sup> – 19<sup>th</sup> December 2021**
- 16<sup>th</sup> – 18<sup>th</sup> December 2022**
- 15<sup>th</sup> – 17<sup>th</sup> December 2023**

**ACTION: TOWN CLERK**

42. ENVIRONMENTAL ISSUES

42.1 To consider supporting the Dorset Council in its new environmental approach, having declared a climate emergency (requested by Cllr Osborne)

The paper was tabled (See Appendix A).

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

**The Town Council supports the declaration and will follow the lead from Dorset Council and form a working group to formulate actions in order to address the climate emergency. The working group will include Osborne, Holmes, Mieville, Russell, Cross, Carter, Jacques, Lacey-Clarke, Quayle and Lindsay.**

**ACTION: TOWN CLERK**

The use of Straws will also be amended on the current list as some less able people require them for assistance with drinking.

42. **ENVIRONMENTAL ISSUES (CONT.)**

42.2 **To consider support for the creation of the group 'Blandford War on Waste'**

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

**The Town Council supports the group 'Blandford War on Waste'.**

**ACTION: TOWN CLERK**

42.3 **To consider support for a tree photography competition proposed by Cllr Russell**

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

**The Town Council supports the tree photography competition for Blandford and the DT11 postcode area.**

**ACTION: TOWN CLERK**

Cllr Lacey-Clarke thanked Cllr Russell for this excellent idea and is happy for his business to sponsor the trophy.

43. **TO APPROVE A DOCUMENT REQUESTED BY THE DAPTC**

The paper was tabled (See Appendix B).

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

**The Town Council approves the document.**

**ACTION: TOWN CLERK**

44. **TO CONSIDER AN AMENDMENT TO THE MAYORAL HANDBOOK**

The paper was tabled (See Appendix C).

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

**The Town Council approves the amendment to the mayoral handbook.**

**ACTION: TOWN CLERK**

The Chairman deferred further discussion on third party contractors having to demonstrate being accessible and DDA compliant, or having made all effort to being so, to the next meeting in order to obtain further information.

45. **TO CONSIDER REPAIRS TO THE OLD BATH HOUSE WALL**

The paper was tabled (See Appendix D).

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

**The Town Council approves expenditure authority of £3,195.00 to repair the boundary wall on the grounds of Health and Safety using funds from the Old Bath House/Town Pump/Churchyard budget line (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).**

**ACTION: TOWN CLERK**

46. **TO CONSIDER SUPPORT FOR THE TOWN COUNCIL LEADING A BID FOR HISTORIC ENGLAND'S HIGH STREET HERITAGE ACTION ZONE WITH THE ACTIVE INVOLVEMENT OF THE TOWN MUSEUM, THE CIVIC SOCIETY AND THE TOWN TEAM**

The Town Clerk advised that the Town Council could not lead on a project for an area another council is responsible for. Dr Hixson Andrews and Mr Adamson clarified that this was not being asked of the Town Council.

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

**The Town Council supports the Expression of Interest and being part of the group to progress this.**

**ACTION: TOWN CLERK**

47. **TO APPROVE SECTION 1 ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2019**

The paper was tabled (See Appendix E).

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

**The Town Council agrees to approve section 1 annual governance statement of the annual return for the year ending 31<sup>st</sup> March 2019.**

**ACTION: TOWN CLERK**

48. **TO APPROVE SECTION 2 STATEMENT OF ACCOUNTS OF THE ANNUAL RETURN FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2019**

The paper was tabled (See Appendix F).

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

**The Town Council agrees to approve section 2 statement of accounts of the annual return for the year ending 31<sup>st</sup> March 2019.**

**ACTION: TOWN CLERK**

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

49.1 **Neighbourhood Plan Working Group – Blandford+**

49.1.1 **To consider approving consultancy costs of £4,500 (8 days) required to support the plan through examination and public hearing**

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lacey-Clarke and AGREED (13 in favour, 1 against) that

**The Town Council agrees to the consultancy cost apportioned to the Town Council of £3780.00 +VAT (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).**

**ACTION: TOWN CLERK**

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

49.2 BFTC Commemoration Group

Cllr Carter thanked Councillors Stevens, Cross and Quayle for their work and support. They had 366 visitors over two days. He also thanked the Blandford Museum for the loan of some displays and Dave Butler for the ramp. The group will hold a wash up meeting soon to discuss future events.

Cllr Mieville thanked the group for the superb effort. Cllr Cross asked all Councillors to look at the display at the Blandford Museum.

49.3 Corn Exchange

The Town Clerk provided an update on the latest correspondence with the architect.

49.3.1 Additional member of working group

It was agreed that Cllr Russell will join the working group.

**ACTION: TOWN CLERK**

49.4 Public Art Working Group

Cllr Osborne advised Councillors that no design has been received yet. The consultation closes on 28<sup>th</sup> June.

49.4.1 Additional member of working group

It was agreed that Councillor Lacey-Clarke will join the group and be the new Vice-Chairman of the Working Group.

**ACTION: TOWN CLERK**

50. **REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS**

50.1 The latest minutes from the Great Dorset Steam Fair meeting were distributed by Cllr Lindsay.

51. **CONFIDENTIAL**

It was PROPOSED by Cllr Stevens, SECONDED by Cllr S 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 8.50pm.

The meeting convened at 8.58pm.

51.1 To receive an update on land north of the bypass and current negotiations

The paper was tabled (See Appendix G).

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

