



BLANDFORD FORUM TOWN COUNCIL

To: Town & General Purposes Committee Members (Cllr H Mieville, Cllr R Holmes, Cllr L Hitchings, Cllr B Quayle, Cllr C Stevens, Cllr A Cross, Cllr P Clark, Cllr P Osborne, Vacancy)

All other members of the Town Council
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 which will be held in the **Corn Exchange**, Market Place, Blandford Forum on **Monday 5th July 2021 at 7.00 pm** to consider the following items. This meeting will also be available to view online using Microsoft Teams [using this link](#).

Linda Scott-Giles
Town Clerk
28th June 2021

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.

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
4. Minutes of the Meeting held on 8th March 2021 ([accessible here](#))
5. Town Clerk's Report & Correspondence
6. General Updates from:
 - 6.1 [Blandford Business Support Group](#)
 - 6.2 [Blandford Police](#)
 - 6.3 [Market Manager](#)
 - 6.4 Town Team

7. Dorset Council Highways
 - 7.1 To consider supporting a one-way system in The Plocks, leading from the Post Office out onto Church Lane and Salisbury Street (as requested by Cllr Holmes)
 - 7.2 [To consider a request for HGV traffic management along Salisbury Road](#)
8. Review of Town & General Purposes budgets to 31st May 2021
 - 8.1 [Analytical Review of Revenue Budget](#)
 - 8.2 [Review of Earmarked Reserves](#)
 - 8.3 [Reserve Accounts](#)
9. [To consider the purchase of a Finger Post in Langton Road car park](#)

DATES OF FUTURE MEETINGS

12 th July	Town Council Meeting
19 th July	Tow Council Corn Exchange Meeting
26 th July	Planning 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.

Twinned with Preetz, Germany



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



Twinned with Mortain, France



Tel: 01258 454500 • Fax: 01258 454432
Email: admin@blandfordforum-tc.gov.uk
www.blandfordforum-tc.gov.uk

Report submitted by Blandford Business Support Group

The Business Support Group has been meeting monthly via Zoom, and we are pleased to say that we have a few new members!

Discussions have taken place on trying to keep people coming to Blandford, and how to attract new visitors. Looking forward to when the pavement work is commencing, and hopefully activities will be included throughout the school holidays, is it possible for details of all activities in the town to be sent to the local campsites/holiday cottages etc?

It was great to see the Blandford Fashion Museum mentioned recently on the BBC news!

We have also discussed issues concerning the town and while community events are just starting to come back, it seems that many of the local businesses are successfully bouncing back from Covid, with Muddy Monkeys and the Yellow Bicycle Cafe both being nominated for Muddy Stiletto (small business and lifestyle) awards. We would like to wish them both good luck!

Talking of awards, we have some exciting news! The Group is in the process of establishing the Blandford Business Awards, which are due to take place at Bryanston School on Saturday 23 October 2021. We are starting small with probably only 4 or 5 categories, which are yet to be finalised, but our aim is that these will be an annual event to celebrate the independent businesses in Blandford.

We have a Facebook page dedicated to the awards where information and news on the categories and how to nominate will be posted in due course -

<https://www.facebook.com/Blandford-Business-Awards-2021-109888514651935>

Report submitted by Blandford Police

Neighbourhood Policing Team Area : Blandford old Town and Blandford Town

Figures attached refer to 1st March 2021 – 21st June 2021

-This report refers to the months 1st March 2021- 21st June 2021. During this time we have dealt with 472 incidents in the Blandford Town and Old Town Area. 203 incidents were recorded as crimes. Included in the table below are the figures for the same period the previous year. Please be mindful that this time last year we were still in the 1st lockdown, when we saw a decrease in crimes and incidents across the whole of Dorset.

-Anti-social behaviour reports continues to be low, which is great.

-The violence and threats figure – includes Public Order Offences and also Domestic Abuse crimes.

-The sexual offence figures – include incidents related to indecent images shared on Social Media platforms.

-PCSO Ken LIGHTFOOT has left our team for pastures new. However I am very pleased to welcome PCSO 7164 Charlotte BAYLIS to our team. Charlotte along with PCSO Jamie BURT will continue to patrol out town and work closely with our partner agencies to deal with issues.

- We cannot wait until the restrictions allow us to do 'face to face' engagements in our town, but in the meantime please check out our North Dorset Social media pages on Facebook and Instagram.

-Also look out for any future 'live' Facebook events. The last one took place on 27.05.2021 and believe it is still on the page to be viewed. This had inputs from the Neighbourhood Insp – Mr PERRY and some of the Blandford Team.

-We rely on our communities to let us know what is happening and what issues there are. Please report incidents or issues to us on 999 in an emergency, 101 or at www.dorset.police.uk/doitonline.

-Information on drug use and dealing is needed, as I believe this is under reported to us.

Blandford Old Town and Town	01.03.2020-21.06.2020	01.03.2021-21.06.2021
Total incidents (Includes crime and ASB)	470	472
Total Crimes	174	203
Total ASB	64	35
Sus Circumstances	26	49
Public Safety	100	117
Road Related	33	33
Alarms	14	12
Criminal Damage	14	25
Theft	19	20
Burglary	8	9
Fraud	11	15
Violence or threat	85	106
Drugs	12	1
Vehicle Crime	13	9
Missing persons	11	10
Sexual offences	3	12
Other misc. crime	67	19

Blandford Forum Market Update

The Street Market on Thursdays has been fantastic since the national lockdown was relaxed to allow non-essential traders. Saturdays have shrunk back to “pre Covid” levels, but enquiries continue to come in by various methods.

During lockdown three, our Saturday market increased in numbers but as lockdown eased, the numbers fell again. The trader with the cheese stall which was coming on Saturdays is now concentrating on his new business venture making wooden items and he may return at some stage. I have told him he is welcome to come and trade on Saturdays with either product or both. I will continue to publicise the Saturday Market and I have asked the traders to talk to their colleagues when at other markets. I will also visit Wimborne Market on Saturdays and talk to traders. Increasing trader numbers on Saturdays continues to be my main focus.

Indoor Market

I have had to take names and contact details from each visitor to the indoor market. This now seems more accepted, and more people are using the QR code for track and trace. We are, however, still losing some customers who just turn and leave when asked for their details. I hope that the rules on track and trace will be relaxed on 19th July. The café in the Corn Exchange continues to comply with “Track & Trace” and increased signage used. The one-way system continues, and we continue to encourage social distancing.

The comments on social media have been very positive and this has helped us to build on the success of the Thursday market. It helps the traders to remain positive if I report any positive comments back to them. I hope that this resource will be useful with attracting more Saturday traders.

NABMA (National Association of British Market Authorities) and the NMTF (National Market Traders Federation) have continued to be invaluable resources and they continue to advise us whenever needed. I have continued to attend webinars arranged by NABMA and kept up to date with current legislation. NABMA have identified a need to provide training on Market law and will let me know when they have produced a course which will probably be on Zoom. The NABMA conference is set to take place in Stratford Upon Avon in October and I am planning to attend. This is a great opportunity to “network” and is also a great training resource.

I have continued to note all the days that we have not used the parking spaces so that we are not charged by Dorset Council.

Andy Reynolds
Market Manager
24th June 2021

To consider a request for HGV traffic management along Salisbury Road

Background:

The following email has been received from a resident:

I am writing to you as my representative in Hilltop Ward. I live on Salisbury Road between the cemetery and the roundabout and am concerned by the amount of heavy traffic going up and down Salisbury Road at the moment.

As you will be aware, Salisbury Road has a 7.5tonne limit sign at the top of it. The road is already in poor condition coming down from Pimperne Roundabout and I have seen nothing but truck after truck of heavy goods (dumper type lorries, concrete mixer lorries and such like) going up and down the road which is bound to worsen the condition of an already poorly maintained road surface. I have a desk overlooking the road and have counted dozens of trucks in just an hour this morning.

I am assuming that this is to do with the Norden development, but have not fact checked this.

To my mind, all heavy goods traffic should be using Shaftesbury Lane as their means of ingress and egress to the centre of town as this road is not limited by weight limits.

Please could you take up with the appropriate people and action as I, and my neighbours, would be most upset to find that we have to pay for additional road remediations for half a mile of "convenience" traffic.

Many thanks for your help.

Recommendation:

Councillors should consider the information and if they wish for a request to be sent to the Dorset Council.

Sybille Maddock
Assistant Town Clerk
24th June 2021

TOWN & GENERAL PURPOSES COMMITTEE

Revenue Expenditure against Budget as at 31st May 2021

		2021/22			
N/L code		Annual Budget	Budget to date	Actual to Date	Budget Variance
COSTS					
4711	Vandalism - General	102	17	0	(17)
4782	Vandalism (Tabernacle)	250	42	0	(42)
4785	Vandalism (M & H) Toilets	1,025	171	0	(171)
4786	Vandalism - Markets	0	0	0	0
5020	CCTV Maintenance	2,030	338	120	(218)
5050	CCTV Electric	250	42	10	(31)
5060	Grit Bin - Re-fill	536	89	0	(89)
5600	Street Market - Advertising	500	83	0	(83)
5601	Street Market - New Equipment	406	68	0	(68)
5602	Street Market - Equipment Maint	0	0	0	0
5603	Street Market - Health & Safety	0	0	0	0
5604	Markets - Telephone	122	20	17	(3)
5605	Street Market - DCC Parking Charges	11,444	1,907	0	(1,907)
5606	Street Markets - Rates	1,930	322	375	54
5607	Street Market -Printing & Stationery	0	0	0	0
6200	Planters (Planting & Signs)	4,873	812	1,686	874
6630	Toilets (Tabernacle)- Cleaning	812	135	0	(135)
6635	Toilets (Tabernacle)- Blg/Ground	203	34	349	315
6641	Toilets (Tabernacle) -Electric	284	47	30	(18)
6642	Toilets (Tabernacle) -Equip Maint	80	13	0	(13)
6643	Toilets (Tabernacle) -Equip Purchased	51	8	0	(8)
6644	Toilets (Tabernacle) -Health & Safety	51	8	0	(8)
6645	Toilets (Tabernacle) -Water	360	60	0	(60)
6646	Toilets (Tabernacle)- Rates	1,526	254	286	32
6650	Toilets - (M & H)- Cleaning	8,821	1,470	1,240	(230)
6655	Toilets - (M & H) - Building Maint	1,277	213	80	(133)
6656	TIC - Building Maint	406	68	0	(68)
6657	Toilets - (M & H) - Rates	1,363	227	248	20
6660	Toilets- (M & H) - Electricity	2,182	364	235	(129)
6661	Toilets - (M & H) Water	2,154	359	0	(359)
	<i>Total Costs</i>	43,038	7,173	4,676	(2,497)
	SEE OVER FOR INCOME				
		2021/22			
		Annual Budget	Budget to date	Actual to Date	Budget Variance
INCOME					
2900	Markets - Street Rent	12,180	2,030	2,793	763
2810	Shambles / Craft Market Rent	4,060	677	358	(319)
2820	Indoor Market Rent	4,060	677	604	(72)
3500	Toilet Income (M & H)	0	0	0	0
3550	Tabernacle - Toilets	0	0	0	0
3850	T & GP Income	0	0	0	0
3900	Planter Sponsorship	744	124	0	(124)
	<i>Total Income</i>	21,044	3,507	3,755	247
	NET COST / (INCOME)	21,994	3,666	921	(2,745)

Sleeper planters for donated Dwarf Palm Trees mtng 23/11

Town and General Purposes Committee Earmarked Reserves 2021-22
as at 31/05/21

Nominal Code	Budget	Balance b/f	Income	Budget 2021/22	Total Reserves	Spend YTD	Committed YTD	Current Balance	Proposed budget for 2021/22
1020	Town Maps, Boards & Fingerposts	5,834		0	5,834			5,834	0
1021	DCC Highways	10,162		0	10,162		0	10,162	0
1025	Christmas Town Decorations	1,206		5,750	6,956		0	6,956	11,500
1030	Tourism	5,130		0	5,130		591	4,539	0
1035	Twinning	1,303		0	1,303			1,303	0
1040	Town Improvements	12,898		500	13,398			13,398	1,000
1042	New Benches	1,634		500	2,134			2,134	1,000
1045	Contingency	500		250	750			750	500
		38,667	0	7,000	45,667	0	591	45,076	14,000

Expenditure

Expenditure - Cont

c/fwd

-

Total Carried b/fwd

Switch Budget Cont

TOTAL

0

0

Income/Transferrals

Breakdown of Committed funds 2016/17

(1) Interpretation Boards at Langton & Marsh & Ham	250
TIC Out & About booklet - T & GP 20/11/17 Min 43	341

591

TOTAL C/FWD

0

Agenda Item No. 8.3

Blandford Forum Town Council					
<u>Reserve Accounts as at 31st May 2021</u>					
Nominal Code	<u>Standard Asset Replacement Accruals</u>	Responsible Committee	Balances	Committed Funds	Description of Committed Funds
			£	£	
1300	IT	F & S	16,719.49		
1305	Skate park	R & A	158,065.00		
1310	General Play Equipment	R & A	68,323.06		
1315	Maintenance Equipment Replacement	R & A	9,544.94		
1320	Vehicle Replacement	R & A	13,668.00		
1325	Tractor Replacement	R & A	16,701.20		
1330	Mower Replacement	R & A	31,915.27		
1340	CCTV / ANPR	T & GP	34,232.92	12,852.20	£12,852.20 CCTV Cameras
1345	Benches	T/C	12,516.65		
1350	Glenmore Depot	R & A	8,373.10		
1351	B/Heights Play Equipment	R & A	9,568.00		
1352	B/Heights Maintenance Equipment Replacement	R & A	1,879.74		
				368,655.17	
<u>Earmarked Accounts</u>					
	Recreation & Amenities Funds	R & A	951,703.60	34,458.83	B/Heights Public Arts Works / £10000 WHG Roof / Tree works
	Town & General Purposes Committee	T & GP	38,665.87	591.00	£250 Interpretation board:Langton & Marsh / £341 TIC Out & About Booklet
				955,319.64	
<u>Other Earmarked Accounts</u>					
1001	Earmarked Interest	F & S	4,363.39	380.00	£380 Pointing work of WHG wall
1002	Property Fund Dividend	F & S	14,421.32	1,392.00	£1392 - Path around Cricket Club
1004					
1005	Election Costs	T/C	7,683.70		
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	310.50		
1010	Capital Interest	F & S	2,793.86		
1011	Land North of Bypass / Sport & Recreation	T/C	5,772.98	5,770.98	£4.11 Cricket Club Refurb S106 Monies / £4,608 Path around Cricket Club / £1,157.87 Cricket Club refurb
1012	The Blandford Events Group	T/C	442.17		
1013	Neighbourhood Plan	T/C	7,043.93	300.39	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	52,964.49	-	
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	302,336.13	38,541.87	£1,221.25 C/Exch Maintenance / £1,597.80 Payroll /£2,932.22 Underspend from Grant Budget 2019/20 / £452 Underspend from Grant Budget 2018/19 / £18,699 Underspend from Project Manager Salary 2019/20 / £10,000 Demolition of Toilet Block / £4,300 Supply & Installation of fencing at Park Road / £2,275 Supply & Install Table Tennis Table at Larksmead / F&S 14/12/20 underspend virements
				519,453.77	
<u>Capital Projects</u>					
1104	Corn Exchange S106 Funds	T/C	83,150.06		
1105	Corn Exchange	T/C	510,390.52	116,106.49	£6,997.77 committed for Lift Installation - Donation from FOTF / £3,665.70 Replacement Lantern Lights / £39,696.60 Architect Fees / £1609.60 Corn Exchange Roof / £19,402 Underspend of Salaries 2017/18 for project manager / £17,354.17 Underspend of Salaries for 2018/19 for Project Manager / £12,981.60 Underspend Corn Exch Maint 2019/20
1110	Corn Exchange Promotions Group	T/C	3,091.93		Replacement of external notice boards
1115	Corn Exchange Project Development	T/C	29,528.83		
1116	Corn Exchange HLF Stage 1 Matchfunding	T/C	77,379.97		
1120	Corn Exchange & Venues Refurbishment Project	T/C	79,000.00	-	
1122	Corn Exchange Community Hall S106 Funds	T/C	103,292.81		
1125	Cemetery Field Project	R & A	1,000.00	1,000.00	£1000 Maintenance contingency
1135	Railway Arches	T & GP	2,625.56	260.00	
1175	CCTV / ANPR - New Equipment	T & GP	12,161.40		
				784,254.59	
				2,627,683.17	
	Surplus from 2020/21 as at 31/03/2021			135,878.81	
		Total Available in Reserves		2,763,561.98	

To consider the purchase of a Finger Post in Langton Road car park

Background

The Town Council has been approached by the manager of Nightingale Court, off East Street. The shop tenants have requested an arrow on the sign post in Langton Long car park pointing to 'Town Centre via Nightingale Court'.

Further Information

The finger post in Langton Long car park (pictured below) was a North Dorset District Council fingerpost, which used to point towards their toilets (now the hairdresser's) and the town centre, when they were responsible for tourism.

The town council painted the post black a few years ago trying to improve its appearance and removed the toilet finger.

The fingerpost would therefore be a Dorset Council asset, however, bearing in mind we have done some work on it and we have a fingerpost budget line, this Committee should discuss and consider expenditure approval for a new post with three fingers or the possibility for two additional fingers.

As it would not look right with two fingers pointing to the Town Centre, it is suggested to have three fingers, as follows:

- Town Centre via Nightingale Court
and
- Town Centre
and
- Railway Arches/Meadows



Financial Implications

Three quotes from different companies have been sought. The Town Council has not worked with any of these before as the previous supplier does not produce fingerposts any longer.

Company A:

Cast Aluminium fingerpost system consisting of:

Arms - 680 x 87mm. There is a raised border - this can be left unpainted as existing.

Typeface - upper and lowercase Times New Roman Normal.

Post - 6mm wall thickness and cast polymer pagoda finial.

2 Decorative collars to go above and below the arms.

All painted colours of our choice.

Total price of £1140 plus carriage and VAT.

This company can provide arms to go on the existing fingerpost, which is 76mm in diameter. The arms are £220.00 each + carriage and VAT. Currently the pole would not be long enough, and we would need approximately a 1m extension. If we purchase two fingers/arms at £220.00 + VAT each we would be able to get the pole free of charge, as an offcut.

Company B:

76mm aluminium post with two collars - £400

Cast ball finial for 76mm diameter post - £130

Directional Arm - chevron ends or border - £300 per arm

Total price £1430 plus postage and VAT.

Company C:

Re : Aluminium 3-Way Finger Post Assembly

Item	Qty	Ref Code	Description	Unit Price	Total
A	1	AP76D35/PC	Round Post 76mm x 3500 mm Powder-coated RAL ?	£135.28	£135.28
B	1	BF/FP/PC	Ball Finial for 76mm Post Powder coated RAL ?	£41.88	£41.88
C	1	CEF3W165	Chevron Ended 3-Way Finger Arm & Socket 165h x 770mm long , Powder-ctd RAL ?	£193.40	£193.40
D	3	SLFDS	Signwriting for Finger Arm Both Sides, Cost per Arm in vinyl lettering. Times or Arial font ? White, Black or Gold vinyl ? TEXT TBA	£92.86	£278.58
E	1	DELF	Delivery of Finger Post Assembly	£40.05	£40.05
F	1	ITEM	SEE 'OPTIONS' FOR STANDARD FINGER POST RAL COLOURS	£0.00	£0.00
				Sub Total	£689.19
				VAT	£137.85
				TOTAL	£827.04

The Committee should note that funds for a contractor to remove the existing post and install the new one need to be included in the Expenditure Authority.

Recommendation

It is recommended that Councillors consider this request, choose a contractor and approve expenditure accordingly, taking funds from budget line 1020 Town Maps, Boards and Fingerposts (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Sybillie Maddock
Assistant Town Clerk
8th June 2021