



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 in the **Corn Exchange**, Market Place, Blandford Forum on **Monday 27th September 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
20th September 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. Report from Dorset Council Councillors
3. Apologies
4. To receive any Declarations of Interest and Requests for Dispensations
5. [Minutes of the Town Council Meeting held on 12th July 2021](#)
6. [Town Clerk's Report & Correspondence](#)
7. Civic Report (paper to follow)

8. Recommendations and Receipt of Minutes
 - 8.1 Finance & Staffing Committee Meeting held on Monday 13th September 2021
 - 8.1.1 [Recommendations](#)
 - 8.1.2 [To RECEIVE the Minutes](#)
 - 8.2 Recreation & Amenities Committee Meeting held on Monday 20th September 2021
 - 8.2.1 Recommendations (none)
 - 8.2.2 [To RECEIVE the Minutes](#)
9. [To receive the recommendations from the Standing Orders and Financial Regulations working group](#)
10. [To receive a report reviewing the Railway Arches opening times and arrangements](#)
11. [To retrospectively approve expenditure for the inscription of the Cross of Sacrifice at Blandford Cemetery](#)
12. [To consider expenditure for phase two of the renovations to the skate park ramps](#)
13. To receive an update and consider any requests regarding the:
 - 13.1 Neighbourhood Plan Working Group – Blandford +
 - 13.2 BFTC Commemoration Group
 - 13.3 Climate Change & Biodiversity
 - 13.4 Dorset Council Grant to support the Market Area Enhancement Project
 - 13.5 [Community Governance Review](#)
 - 13.6 The Queen's Platinum Jubilee 2nd-5th June 2022
14. Reports from Community and Local Organisations (Councillors are requested to advise the Chairman of Council or the Town Clerk if they wish to make a report under this heading)

DATES OF FUTURE MEETINGS

- 4th October Planning Meeting
11th October Town & General Purposes Committee Meeting
18th October Town Council Meeting (followed by Trust Meeting)

Minutes of the Town Council and Committee meetings are available from Blandford Library, the Town Clerk's Office 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



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

Town Clerk's Report & Correspondence

Thank You – A Thank You letter has been received from Life Education Wessex for the grant given by the Town Council. The letter read: *Thank you so much for your wonderful donation of £430. Please accept this letter as our official receipt. Life Education Wessex aim to give every primary aged child in Somerset, Dorset, Devon, Hampshire and Thames Valley the opportunity to benefit from our programme of health and drug prevention education and equip them with the knowledge, skills and confidence to make healthy choices and to lead healthier lives. Your contribution will help us to continue this valuable work. With many thanks once again for your kind donation and valued support.*

Mr Mosney has also sent a card to thank the Town Council for his Certificate of Appreciation and the Mayor Making ceremony and lunch.

Allotment Relocation – An invoice has been received from Symonds and Sampson in relation to negotiations with landowners for Allotment relocation Heads of Terms, totalling £2,508.60 + VAT, and this has been paid in accordance with expenditure authority from minute 124 from the Town Council confidential allotment meeting held on 17th December 2018.

Community Expo – The event was very successful with a total of 156 people throughout the morning (not at one time as the capacity is still restricted to 60 this month). The Health Champions from The Blandford Group Practice were extremely popular and, following a discussion with Cllr Lindsay, they will be returning to the Corn Exchange during the indoor market on a more regular basis.

External Audit – The external auditor, PKF Littlejohn has approved the Town Council's accounts for the financial year 2020/21.

**Finance & Staffing Committee Meeting
held on Monday 13th September 2021**

Recommendations

21. **TO CONSIDER GRANT APPLICATIONS (CURRENT AVAILABLE BALANCE IS £11,561, WHICH INCLUDES £3,641 UNDERSPEND FROM 2020/21)**
- 21.1 In Jolly Good Company (a grant of £1,470 was approved in September 2020 with free hire to the value of £320)

The paper was noted (see Appendix G).

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Carter and AGREED unanimously that a **RECOMMENDATION is made to full Council that**

Free hire to the value of £320 is approved (Expenditure Authority: Localism Act 2011 s1-8).

It was PROPOSED by Cllr Cross, but NOT SECONDED that half of the requested amount is granted to the applicant.

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Carter and AGREED (8 in favour, 1 abstention) that a **RECOMMENDATION is made to full Council that**

A grant of £1,070 is not approved on this occasion (Expenditure Authority: Localism Act 2011 s1-8).

To receive the recommendations from the Standing Orders and Financial Regulations working group

a) Standing Orders

The working group formed to review the Standing Orders and Financial Regulations met on 22nd July 2021 and fully discussed the council's Standing Orders. Cllr L Hitchings, Stevens, Osborne, Carter and Holmes were present in Woodhouse Gardens with the Town Clerk, and Cllr S Hitchings partially present by telephone.

The proposed amendments are shown in red in the document attached by email with the agenda. Please contact the office should you require a copy.

The Standing Orders have also been cross referenced with the NALC Model Standing Orders 2018 (amended in 2020) because, although the changes from that document have been noted in the past, the council should acknowledge this most recent document and this is now reflected on the cover page.

Recommendation

It is recommended that the Town Council adopts the amended Standing Orders.

b) Financial Regulations

The review of the Financial Regulations was deferred until 13th September 2021. Cllr L Hitchings, Stevens, Osborne, Carter and S Hitchings were present in the Corn Exchange with the Town Clerk via Microsoft Teams.

The proposed amendments are shown in red in the document attached by email with the agenda. Please contact the office should you require a copy.

They have been cross referenced with the NALC model template from 2019 and this has been reflected on the front cover.

Recommendation

It is recommended that the Town Council adopts the amended Financial Regulations.

Linda Scott-Giles
Town Clerk
26th July 2021

To receive a report reviewing the Railway Arches opening times and arrangements

Background

When the arches were opened to the public the opening hours were set for 9am - 2.30pm seven days a week. This was initially for a trial period and was to be reviewed after six months. Due to the Covid pandemic this six-monthly review was postponed to twelve months and therefore the review report is below.

Report

Apart from a short period when the access to the arches was stopped due to the pandemic and the guidelines from national government, the opening times have been kept to. They have been opened at 9am by caretakers and closed at 2:30pm by the grounds staff, at weekends they have been opened and closed by the on-duty caretaker. This has worked well because by closing at 2:30pm the grounds staff have been able to close the gates before they finish work at 3.30pm. This has allowed the caretaker to concentrate on hirings and other duties without having to walk down to the arches.

There has been an increase of broken glass and litter under the arches, but this has also been the case at other venues during the period of the pandemic so it is hard to say if this increase is due to the arches being open and more of a focal point now. The grass around the surrounding area does not appear to get cut by the Rangers as often as it was and this has led to the public having to walk through long grass to look at the interpretation boards under the arches. Perhaps surprisingly damage to the boards has so far been minimal.

There have been incidents of youths being on top of the arches outside of the opening hours and this was to be expected and is hard to control without a significant increase in the height of the fencing.

Due to the pandemic, there has not been any events held at the arches so it is not possible to report on their success or any affect they would have on increasing visitors to the arches. In general, reports from staff suggest that they are regularly visited but again due to the pandemic it is hard to gauge who is visiting i.e. residents or visitors and if the popularity would tail off after the initial period. Hopefully if the pandemic relents and things get back to normal then in another twelve months this question can be answered more fully.

We have had some complaints about the length of the grass around the area but this is cut by the Rangers so is not something we can directly address. This could be due to staffing issues or an extension of the policy not to cut so frequently for the wildlife benefits.

Recommendation

It is recommended that the opening hours are continued, and vandalism and usage of the arches continues to be monitored.

Jon Goodenough
Operations Manager
30th July 2021

To retrospectively approve expenditure for the inscription of the Cross of Sacrifice at Blandford Cemetery

Report

To mark the 100 year anniversary of the installation of the war memorial plaques on the front of the Corn Exchange and the Cross of Sacrifice at the cemetery a rededication service is being held on November 7th.

In preparation for this event officers have sought a quote from a local stone mason who has cleaned the cross previously, for the war memorial at the Cemetery to be cleaned and the lettering repainted, in addition they have also sought a price for a new inscription which reads:

“A rededication service was held in 2021 to mark the centenary of the cross and tablets, and to remember all men and women of Blandford Forum fallen in service to their country 100 years on.”

It is hoped that the work will be completed before the rededication service on Nov 7th but as the work can only be done in dry weather this cannot be guaranteed but it would provide a visual record of the re dedication.

This was informally discussed at the Planning meeting held on September 6th during which a straw poll was taken with 13 in favour and 1 against. It was also agreed to add this item to this Town Council agenda.

Financial implications

The total cost for all the works is £3,407.20 including VAT.

Recommendation

It is recommended that Councillors approve retrospective expenditure for the works at a cost of £3,407.20 using funds from General Reserves.

Jon Goodenough
Operations Manager
16th September 2021

To consider expenditure for phase two of the renovations to the skate park ramps

Background

At the Town Council meeting held on 26th April 2021 Councillors approved expenditure of £30,370.75 for repairs to the ramps and a new jump box for the skate park. It was indicated in the report that further works would be required to replace the remainder of the ageing ramp surfaces and certain sections of infrastructure of the existing equipment. This report therefore addresses phase two.

Report

After the completion of the works previously authorized for phase 1, officers sought further quotes to complete the resurfacing of the remaining ramps and for the works required to replace and repair the areas of deteriorating infrastructure especially under the quarter pipes. Whilst presenting no immediate danger these areas are deteriorating and to wait longer to carry out this work could potentially result in these ramps having to be closed in the future.

Once this work is completed then this will mean that the vast majority of the equipment has been resurfaced and had its infrastructure restored. This would still leave a significant sum in the skatepark accruals budget to cover any need for future resurfacing of the tarmac at the skatepark and any future repairs to the equipment.

Financial Implications

The quotation for the works to the two large Quarter Pipes and the mini ramp which will include resurfacing and replacement of any deteriorating steel works comes to £22,043.65+VAT and it is suggested it comes from the skatepark accruals budget line which has a balance of £136,021.00

Recommendation

It is recommended that Councillor's approve the proposed works using funds of £22,043.65 +VAT from the Skate Park Accruals budget which has a current balance of £136,021.00 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Jon Goodenough
Operations Manager
17th September 2021

Community Governance Review

Cllr White has submitted the following to the Town Clerk in relation to this agenda item:

September 18, 2021

Blandford Town Council requests Dorset council to review and change the following boundaries adjacent to the Town.

Pimperne, all areas inside the bypass and areas to the north-east

Langton Long, areas leading up to Blandford camp.

Blandford Camp, All within the perimeter fence

Blandford Saint Mary, All

Bryanston, areas adjoining Blandford Saint Mary and Town.

Proposed by councillor Haydn White

Seconded by *L. Hundsey*

The exact boundaries should be decided by agreement. Dorset Council should chair meetings between the Town and parishes to establish these boundaries.

It is foreseen that there will be disagreements with the town council and the neighbouring parishes so it is important that Dorset Council appoint a chair who would act in an independent manner.