

**BLANDFORD FORUM TOWN COUNCIL**  
**Minutes of the Town & General Purposes Committee**  
**Held on Monday 11<sup>th</sup> October 2021 at 7.02pm in the Corn Exchange**

**DRAFT**  
Subject to confirmation

**PRESENT**

Cllr H Mieville – Chairman	Cllr R Holmes – Vice Chairman
Cllr L Hitchings – Chairman of Council	Cllr C Stevens – Vice Chairman of Council
Cllr A Cross	Cllr K Herbert
Cllr P Clark	

**IN ATTENDANCE**

Town Clerk	Roland Skeats – Dorset Council Highways officer
Assistant Town Clerk	

**IN ATTENDANCE VIA MICROSOFT TEAMS**

Cllr B Quayle	Nicci Brown – Press
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**SITTING IN**

Cllr S Hitchings

**10. PUBLIC SESSION**

10.1 Cllr Holmes spoke about the need for loading bays in the town centre, mainly in Salisbury Street and East Street. She feels that loading bays will deter on-street parking and also keep the new paving slabs in good condition for longer. Cllr Holmes reported this to Dorset Councillor Quayle before the meeting.

Cllr Quayle responded that the possibility for installing loading bays is part of a wider discussion which will take place next year during the work which will be done by the Dorset Council around the pedestrianisation of the Market Place. Cllr Quayle had emailed this response to Cllr Holmes before the meeting.

10.2 Cllr Clark spoke about Bridport town centre and their wide pavements, pedestrianised area with cafés and the market. He feels that the whole of the Blandford Forum Market Place should be pedestrianised as it would make more of an impact.

**11. APOLOGIES**

Cllr P Osborne

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

None had been submitted.

**13. MINUTES OF THE MEETING HELD ON 5<sup>TH</sup> JULY 2021**

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Clark and AGREED (6 in favour, 1 non-vote) that the Minutes be APPROVED and SIGNED.

**14. TOWN CLERK'S REPORT AND CORRESPONDENCE**

The paper was noted (see Appendix A).

#### **14. TOWN CLERK'S REPORT AND CORRESPONDENCE (cont.)**

- 14.1 Fatal Road Traffic Collision – The Town Council has been informed that a joint investigation is underway between the Dorset Council and the Police into the fatal road traffic collision on the Blandford by-pass. While Police investigations into all aspects relating to the cause of the collision are ongoing, much of the information gathered is sub-judice and therefore cannot be made available at this stage.

The committee agrees to pass on their deepest condolences to the affected family.

- 14.2 Picnic Benches – The Town Clerk applied to the Covid reopening fund via the Dorset Council and was successful in receiving four picnic benches, which are also suitable for wheelchairs and mobility scooter users. These were supposed to be for the Marsh & Ham but with the weather changing these will be offered to the sports clubs as the Town Council doesn't have the storage facilities.

#### **15. GENERAL UPDATES FROM:**

- 15.1 Blandford Business Support Group

The paper was noted (see Appendix B).

Cllr Stevens reported that the group sold most of the tickets for the Blandford Business Awards evening.

- 15.2 Blandford Police

The report submitted by the police was sent to all Councillors prior to the meeting.

The Chairman commented on the report and said that he was pleased to read that there has not been a major increase in crime in the last few months since the end of the lockdown. He is also pleased that the police are working on reassuring women to feel safe. The Chairman reported that he has received a response to his query about the vacancy for a beat officer in Blandford in the Safer Neighbourhood Team and he has been assured that the vacancy will be filled as soon as possible.

- 15.3 Market Manager

The paper was noted (see Appendix C).

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

**The Standing Orders are suspended.**

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

**The Committee wishes to continue with the reduced fee of £15 per pitch until December 2021.**

**ACTION: TOWN CLERK**

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Stevens and AGREED (4 in favour, 3 abstentions) that

15.3 Market Manager (cont.)

**The Committee wishes to trial a new policy for new traders, whereby they receive one free session in every four sessions, for a three-month period. This policy will be reviewed in March 2023.**

**ACTION: TOWN CLERK**

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

**The Standing Orders are reinstated.**

15.4 Town Team

The latest meeting's minutes were sent to Councillors.

**16. DORSET COUNCIL HIGHWAYS**

16.1 To consider correspondence from two residents about the parking situation in Jubilee Way

The paper was noted (see Appendix D).

It was PROPOSED by Cllr Cross, SECONDED by Cllr Clark and AGREED (4 in favour, 1 against, 2 abstentions) that

**The Committee agrees not to take any action in this area at present, as there is no possibility of policing any lines installed.**

**ACTION: TOWN CLERK**

16.2 To consider a resident's request for a white line to be installed in Oakfield Street

The paper was noted (see Appendix E).

Cllr Herbert left the meeting at 8pm.

It was PROPOSED by Cllr Mieville, SECONDED by Cllr L Hitchings and AGREED (6 in favour, 1 non-vote) that

**The Committee supports the installation of a white line outside the new flats in Oakfield Street.**

**ACTION: TOWN CLERK**

Cllr Herbert returned to the meeting at 8.04pm.

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

**The Committee agrees that residents' requests for white lines outside a property are directed to the relevant Dorset Council website by Town Council officers and are not added to the Town & General Purposes Committee agenda.**

**ACTION: TOWN CLERK**

**16. DORSET COUNCIL HIGHWAYS (cont.)**

16.3 To consider traffic slowing measures on the junction of Heddington Drive opposite Fairfield Bungalows (as requested by Cllr Holmes)

It was PROPOSED by Cllr Clark, SECONDED by Cllr Cross and AGREED (5 in favour, 1 against, 1 abstention) that

**The Committee does not wish to take any further action at this time.**

**ACTION: TOWN CLERK**

**17. REVIEW OF TOWN & GENERAL PURPOSES BUDGETS**

17.1 Analytical Review of Revenue Budget to 30<sup>th</sup> September 2021

The paper was noted (see Appendix F).

17.2 Review of Earmarked Reserves to 30<sup>th</sup> September 2021

The paper was noted (see Appendix G).

17.3 Reserve Accounts to 31<sup>st</sup> August 2021

The paper was noted (see Appendix H).

**18. TO CONSIDER A DONATION OF A MEMORIAL BENCH AND APPROVING OF THE PROPOSED LOCATION**

The paper was noted (see Appendix I).

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

**The Committee accepts the donation of a memorial bench and the proposed location along Wimborne Road and a letter will be sent by the Town Council to the Freeman and the Dorset Council.**

**ACTION: TOWN CLERK**

**19. TO CONSIDER A REQUEST FOR A MEMORIAL BENCH AT BLANDFORD SKATE PARK**

The paper was noted (see Appendix J).

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

**The Committee approves the request, subject to the Operations Manager having sight of the design prior to the family purchasing the bench.**

**ACTION: TOWN CLERK**

**20. CHRISTMAS**

20.1 To consider Christmas Window Competition details and expenditure approval for proposed prize money

The paper was noted (see Appendix K).

20.1 To consider Christmas Window Competition details and expenditure approval for proposed prize money (cont.)

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

**The Committee agrees expenditure approval of a total of £400 for proposed prize money as follows;**

**1<sup>st</sup> prize - £150.00**

**2<sup>nd</sup> prize - £100.00**

**3<sup>rd</sup> prize - £50.00**

**Charity/not for profit organisation £50.00 (to the charity)**

**Mayor's Young Person category - £50.00 (to be decided on and presented by the young person) using funds from budget line 1025 Christmas Town**

**Decorations (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).**

**ACTION: TOWN CLERK**

20.2 To appoint the judges for the Christmas Window Competition 2021

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

**The Committee appoints the Town Mayor, the Chairman of the Town & General Purposes Committee, the editor of the Forum Focus and the Mayor's Cadet as judges. The prizes will be presented at the Yuletide Festival.**

**ACTION: TOWN CLERK**

20.3 To approve a newsletter to all businesses regarding the small Christmas trees

The paper was noted (see Appendix L).

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

**The Committee approves the small Christmas tree newsletter to be sent to all shops and business in the town centre.**

**ACTION: TOWN CLERK**

20.4 To approve expenditure for installation of the trees and column lights

The paper was noted (see Appendix M).

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

**The Committee approves expenditure of £7,350.00 + VAT for the installation of the trees and column lights, using funds from the Christmas light budget line 1025 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).**

**ACTION: TOWN CLERK**

**21. TO CONSIDER THE QUEEN'S PLATINUM JUBILEE WINDOW COMPETITION DETAILS AND EXPENDITURE APPROVAL FOR PROPOSED PRIZE MONEY**

The paper was noted (see Appendix N).

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

**The Committee agrees expenditure approval of a total of £400 for proposed prize money as follows;**

**1<sup>st</sup> prize - £150.00**

**2<sup>nd</sup> prize - £100.00**

**3<sup>rd</sup> prize - £50.00**

**Charity/not for profit organisation £50.00 (to the charity)**

**Mayor's Young Person category - £50.00, using funds from a new budget line in T&GP Earmarked reserves for this celebratory event (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8)**

**The Committee approves the competition judging panel consisting of the Town Mayor, the Chairman of the Town & General Purposes Committee, the editor of the Forum Focus and the Mayor's Young Person.**

**ACTION: TOWN CLERK**

**22. TO AGREE THE SIX FREE PARKING DAYS FOR ALL DORSET COUNCIL CAR PARKS IN BLANDFORD FORUM FOR 2022**

The paper was noted (see Appendix O).

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

**The Committee requests the following days in 2022 for free parking from the Dorset Council;**

**Thursday 2<sup>nd</sup> June 2022 – Jubilee weekend**

**Saturday 4<sup>th</sup> June 2022 – Jubilee weekend**

**Sunday 5<sup>th</sup> June 2022 – Jubilee weekend**

**Saturday 28<sup>th</sup> August 2022 – Bank Holiday**

**Friday 24<sup>th</sup> December 2022 – Christmas Eve**

**ACTION: TOWN CLERK**

The meeting closed at 8:53pm.

**SIGNED: .....**

**DATED: .....**