



# 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 28<sup>th</sup> February 2022 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  
21<sup>st</sup> February 2022

## **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 24<sup>th</sup> January 2022](#)
6. [Town Clerk's Report & Correspondence](#)
7. Civic Report (to follow)
8. Recommendations and Receipt of Minutes
  - 8.1 Finance & Staffing Committee Meeting dated 13<sup>th</sup> December 2021
    - 8.1.1 [Recommendations](#) (Blandford Food Bank deferred from 20<sup>th</sup> December 2021 and 24<sup>th</sup> January 2022 – documents sent separately to Councillors)

9. [To consider the recommendations from the working group regarding any amendments to the Service Level Agreements due for renewal in April](#)
10. [To approve expenditure for the planters and bedding](#)
11. [To approve expenditure for the toilet cleaning contract for 2022/2023](#)
12. [To approve expenditure for the Skate Park community event on 21<sup>st</sup> August 2022](#)
13. [To confirm arrangements for the 200<sup>th</sup> anniversary of Blandford Church, Massachusetts](#)
14. [To consider the purchase of a defibrillator for the Town Hall/Corn Exchange lobby](#)
15. [To consider a request from Oh No It Isn't regarding the pantomime for 2022](#)
16. To receive an update on the Town Council's Plan (sent separately to Councillors)
17. To receive an update and consider any requests from the:
  - 17.1 Neighbourhood Plan Working Group – Blandford +
    - 17.1.1 [To note the B+ developments](#)
  - 17.2 BFTC Commemoration Group (minutes sent separately to Councillors)
  - 17.3 Climate Change & Biodiversity
  - 17.4 Dorset Council Grant to support the Market Area Enhancement Project
  - 17.5 The Queen's Platinum Jubilee Working Group
    - 17.5.1 [To retrospectively approve the additional expenditure for the commemorative bench](#)
18. 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)
  - 18.1 Blandford Secondary School Foundation Meeting (minutes sent separately to Councillors)

## **DATES OF FUTURE MEETINGS**

7 <sup>th</sup> March	Planning Meeting
14 <sup>th</sup> March	Town & General Purposes Committee Meeting
21 <sup>st</sup> March	Finance & Staffing Committee Meeting
28 <sup>th</sup> March	Town Council 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](http://www.blandfordforum-tc.gov.uk)**

Twinned with Preetz, Germany



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



Twinned with Mortain, France



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## Town Clerk's Report & Correspondence

**Blandford Forum Almshouse/General Charities – administrators of the T E D George Charity – The Blandford Children's Fund/Registered Charity No: 230853-6 (Registered 31 August 1967) Governing Instrument: Will dated 30th September 1961** – The Trustees have written to ask the Town Council to display the Notice of Grants in a prominent position on the Town Council's Notice Boards and on its Facebook page. Parents of eligible children, who must live within the footprint of Blandford Forum only and not the periphery villages, are invited to apply for an application form by no later than 21<sup>st</sup> March 2022. The administrators have said that there will be families in the town which might benefit from the small grants they are able to consider, and the council's assistance in raising awareness of this Fund would be greatly appreciated.

**Certificate of appreciation policy** – Councillors have been reminded of the policy and asked for nominations to be made by the end of March. This has also been publicised on social media.

### Criteria

Blandford Forum Town Council shall present to members or organisations of the community who have worked tirelessly for Blandford Forum and its residents, in the opinion of the Council, a framed certificate of appreciation.

### Nomination Procedure

- a. Any individual or councillor of Blandford Forum may make a nomination.
- b. A proposed nomination to be forwarded in CONFIDENCE to the Town Clerk with written testimonial giving reasons why the individual or organisation is worthy of nomination.
- c. Nominations should be made by the end of March each year, except under special circumstances, to be agreed by the Council.
- d. The matter is to be raised in CONFIDENTIAL session at the next Town Council meeting, in April each year, except under special circumstances, to be agreed by the Council, and the agenda will not name the nominee.
- e. If the nominee is a currently serving Councillor, the nomination is dealt with privately by the officers via e-mail/ballot paper to Councillors, excluding the nominated person.
- f. If the nominator is a Councillor they may take part in any discussion at this confidential meeting and will be entitled to take part in the vote.
- g. A proposer and seconder will be required and a vote taken by show of hands.

### Presentation

The outgoing Chairman of Council/Mayor will present any certificates to individuals at the Mayor Making ceremony each year, except under special circumstances, to be agreed by the Council.

### Protocol

Recognition for receiving the Certificate of appreciation will be published in the next Town Council newsletter and on social media.

## **Blandford Food Bank**

The resolution from the Finance & Staffing Committee meeting held on Monday 13<sup>th</sup> December 2021 was as follows:

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Stevens and AGREED (7 in favour, 1 against) that

**The principle of an SLA is agreed to with Blandford Food Bank, subject to further discussions and receipt of supporting information.**

This was a recommendation to the full council meeting held on Monday 20<sup>th</sup> December 2021, but was deferred to the January meeting for discussion and voting, and subsequently the February meeting as no additional information had been received for consideration.

Three documents have been sent to Councillors for consideration, as follows:

- BFB+ Strategy from now until March 2023
- BFB+ Income and Expenditure 2020-2021
- BFB+ Income and Expenditure 2021- 2022 budget and year to date amounts

The [Blandford Food Bank](#) comes under the umbrella of [Faithworks Wessex](#), whose accounts up to 31<sup>st</sup> March 2021 are viewable here: [https://faithworkswessex.org.uk/wp-content/uploads/2022/01/FWW-Final-accounts-2021-statutory-accounts-only-with-signed-pages\\_313411-compressed.pdf](https://faithworkswessex.org.uk/wp-content/uploads/2022/01/FWW-Final-accounts-2021-statutory-accounts-only-with-signed-pages_313411-compressed.pdf)

**To consider the recommendations from the working group regarding any amendments to the Service Level Agreements due for renewal in April**

At the Finance & Staffing Committee meeting held on 13<sup>th</sup> December 2021 it was agreed that a working group would be formed to look at the service level agreements and the service provision agreements.

An online meeting was held on Tuesday 18<sup>th</sup> January 2022 with Cllrs S Hitchings, L Hitchings, Lindsay, Carter, Stevens and Cross present with the Town Clerk.

All members received a copy of the agreements and went through each section. The first draft of the boxing club agreement was written, and all drafts were sent to the recipients on 19<sup>th</sup> January 2022 to consult on the proposed changes.

These proposals are detailed in [Appendix A](#) in red, and the feedback received from SLA recipients has been highlighted in yellow.

Efforts have been made to streamline the process and bring the agreements in line with each other, particularly with payment periods. Please ask the Town Clerk if you would like to see the original documents.

**Recommendation**

It is recommended that the Town Council accepts the recommendations from the working group, considers the start date for the Boxing Club SLA, and instructs the Town Clerk to amend the documents accordingly.

Linda Scott-Giles  
Town Clerk  
19<sup>th</sup> January 2022

**Treads**

- 6.6 In **2022 to 2025** the core service provided will be available at the **United Reformed Church, 28 Whitecliff Mill Street, Blandford Forum DT11 7DQ**.
- 8.2 The quality of the service provided and the effectiveness of Treads in meeting the needs of young people will be monitored by Treads and reported to the council by means of written reports which will be submitted in **July and January**.  
**(deleted the need to report to council in October due to the reduction in financial support)**
- 8.5 Treads will furnish the council with **six-monthly** financial reports, to include details of funding sources, including and shortfalls along with the Treads business plan. With any amendments to the business plan being notified to the Town Council.
- 9.2 The grant will be **available in two** equal instalments in arrears on receipt of the management information monitoring report from **1<sup>st</sup> July and 1<sup>st</sup> January**. Each grant will be held for a period of one month only and if **the relevant paperwork is not submitted within the month period**, it will no longer be available.

**Information Centre – queries from the Information Centre highlighted in yellow**

- 8.1 The TIC will provide a monitoring report of its activities to the Council twice a year in **July** and **January**.
- 8.5 The Annual Accounts/Business Records for the TIC must be submitted to the Town Council at the earliest opportunity each year **within one month after they have been approved**.
- 8.6 **The TIC** will furnish the council with **six-monthly** financial reports, to include details of funding sources, including and shortfalls along with the **TIC's business plan**.

This is difficult as we do not have a running account. We keep all invoices and receipts and at the end of the year reconcile the Bank Account and give the figures to Harney's who create a set of audited accounts. We do not have any 6 monthly accounts, so don't really have a 6 monthly financial report – depending on what a financial report is. If it means a report of the current status of the Bank Accounts, that would be fine but we would not have a full summary of income and expenditure. We do provide a report on Income and Visitor numbers. Also we do not have a "Business Plan" as such. So could we alter this to "annual audited accounts".

The Committee Chairman provided the Town Clerk with a response to reassure them that this is asking for a set of income and expenditure figures similar to what they have done in the past, which is the paying in book records that they keep. With the bank statements as well, this gives the full picture.

- 9.2 The grant will be **available** in two equal instalments in arrears on receipt of the management information monitoring report from **1<sup>st</sup> July and 1<sup>st</sup> January**. Each grant will be held for a period of one month only and if **the relevant paperwork is not submitted within the month period**, it will no longer be available.

## Citizens Advice

- 8.1 The CA will provide information regarding its activities to Blandford Forum Town Council once a year in **October** in the form of an Annual Report **and Annual Accounts**.
- 8.2 The grant will be **available from 1<sup>st</sup> October and is to be** paid in one annual instalment on receipt of the Annual Report **and Annual Accounts**. The grant will be held for a period of one month only and if **the relevant paperwork is not submitted within the month period**, it will no longer be available.

## Town Museum

- 1.2 **The Blandford Forum Museum, Heritage and Arts Trust (Registered Charity No. 1190608)** will be known as "The Museum" for the purpose of this agreement.  
**Change of name and charity number advised by the Museum.**
- 8.1 The Museum will report details of their monitoring to the Council twice a year in **July** and January and this monitoring will take the form of:
- 8.1.3 Reports will be submitted by the Chairman, the **Director (changed from Curator at Museum's request)** and the Treasurer and will include such information as number and type of children's activities, school visits and talks, work completed or planned under access for the disabled.
- 8.1.4 The Annual Audited Accounts for the Museum must be submitted to the Town Council **within one month after they have been approved**.
- 8.1.5 **The Museum** will furnish the council with **six-monthly** financial reports, to include details of funding sources, including and shortfalls along with the **Museum's** business plan.
- 9.2 The grant will be **available** in two equal instalments in arrears on receipt of the management information monitoring report from **1<sup>st</sup> July and 1<sup>st</sup> January**. Each grant will be held for a period of one month only and if **the relevant paperwork is not submitted within the month period**, it will no longer be available.

## Fashion Museum

- 8.1 The Museum will report details of their monitoring to the Council twice a year in **July** and January and this monitoring will take the form of:
- 8.1.4 The Annual Audited Accounts for the Museum must be submitted to the Town Council **within one month after they have been approved**.
- 8.1.5 **The Museum** will furnish the council with **six-monthly** financial reports, to include details of funding sources, including and shortfalls along with the **Museum's** business plan.
- 8.1.6 All statistics to show comparison with the previous three years, where possible.
- 9.2 The grant will be **available** in two equal instalments in arrears on receipt of the management information monitoring report from **1<sup>st</sup> July and 1<sup>st</sup> January**. Each grant will be held for a period of one month only and if **the relevant paperwork is not submitted within the month period**, it will no longer be available.

## **Blandford Stour Valley Band – proposed amendments in yellow from BSVB**

- 5.1 The Band will provide the Council and the residents of Blandford Forum cost-free Band participation at the following annual events:
- a) Remembrance Sunday parade and church service – November (classed as two events for the Band)
  - b) Civic Carol Service – December
  - c) **Tree lighting at Blandford Yuletide Festival**
  - d) Concert in aid of the Mayor's charities
  - e) Mayor's Thanksgiving Service (if applicable)
  - f) And any other events bringing performances up to a total of 10 per year.
- 6.6 The Band will use its best endeavours to ensure that there are sufficient members with the ability to provide the service on the dates notified by the Council. In the event of this not being possible, alternative dates to be mutually agreed.
- 7.1 The Band will report details of their activities to the Council twice a year in **July** and January which will incorporate its financial position (including income/expenditure and bank statements), membership, youth participation and a list of events the Band has performed at.
- 9.3 The grant will be **available** in two equal instalments in arrears on receipt of the **activity** report from **1<sup>st</sup> July and 1<sup>st</sup> January**. Each grant will be held for a period of one month only and if **the relevant paperwork is not submitted within the month period**, it will no longer be available.

### **Boxing Club – awaiting a response**

Attached separately, due to its size, however a response has not yet been received probably due to the Club's difficulty in finding a suitable premises.

The working group would like to clarify at this meeting that the SLA funding is only available once progress is made with the attainment of a venue.

## To approve expenditure for the planters and bedding

### **Background**

Last year quotes were sought from several companies for the summer bedding and planters and those proved to be substantially higher than our current supplier. In addition, the quality of the plants we receive is excellent.

### **Report**

A quote has been sought from our current supplier for this year's requirements and although this is approximately £1000.00 higher than last year, we have increased the size of the order due to the new planters. In addition to this it appears that there has been a large percentage increase nationally in the cost of the plants and compost.

### **Financial Implications**

The quote for this year's planters and bedding is £3,819.20+VAT, (last year it was £2,885.00+VAT).

As mentioned earlier in the report this is due to rising prices and the fact that we have increased the overall order because of the larger planters.

### **Additional Information**

To note increase in sponsorship costs – going back through the online files, the sponsorship had not been increased for over 10 years (the earliest folder was 2010). It was agreed between the Operations Manager and Town Clerk that the renewals should increase from £80 per year per planter to £90 per year per planter. The cost of new sponsorship has increased from £100 per year per planter to £110 per year per planter. Since the new paperwork has been sent out no one has questioned or complained about the increase and at the time of writing all but four planters have been renewed with another month to go until deadline.

For information, as part of the Welcome Back Fund, we are due to receive eight hanging baskets, half barrel and full barrel planters.

### **Recommendation**

It is recommended that Councillors:

- Approve the expenditure for the planters and bedding of £3,819.20 + VAT using funds from the Planters budget line (6200) (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).
- Note the increase in the planter sponsorship.

Jon Goodenough  
Operations Manager  
17<sup>th</sup> February 2022

Claire Stokoe  
Admin Assistant

## To approve expenditure for the toilet cleaning contract for 2022/2023

The lease for the Marsh & Ham toilet block (including the Information Centre) with, originally, North Dorset District Council (now the Dorset Council) expired in 2016.

Since that time the toilet cleaning contract has only been offered on a one-year basis until such time as the future of the public toilets in the Marsh and Ham car park is confirmed.

The toilet cleaning contract expires on the 31<sup>st</sup> March 2022 and the current contractor has quoted for £8184.00, which represents a 10% increase for 2022/2023, this is the first time they have raised their prices in the last three years.

The financial regulations state that for expenditure below £25,000 but above £5,000 three quotations will be obtained, where possible. As we know from previous experience on tenders for this facility this local company provides a very competitive quote and a good service and were particularly flexible during the pandemic. However despite the ongoing issue with the uncertainty of the toilet block, officers felt that other quotes should be sought to ensure we are getting value for money.

**Company A** quoted £20,748.00+VAT per year

**Company B** quoted £13,000.00+VAT per year

**Current Company** quoted £8,184.00 No VAT

### **Recommendation**

It is recommended that the Town Council renews the cleaning contract with the existing contractor for a period of one year only, using funds of £8,184.00 from budget line 6650 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Jon Goodenough  
Operations Manager  
27<sup>th</sup> January 2021

## To consider expenditure for the Skate Park community event on 21<sup>st</sup> August 2022

### Background

In 2019 and 2021 the Town Council arranged for a Skate Park community event, in the Blandford Skate Park. Both years the event was very well attended. The skate park has been in more use since then and only positive feedback is being received.

### Information

These events are to promote the use of existing skate parks and provide inspiring and enjoyable days for local young people, whilst promoting participation in the wheeled sports (BMX, Skateboarding, etc). It is a way of providing a fun day for the community and a great way to encourage local young people to pick up a positive, healthy hobby that also directly combats anti-social behaviour and childhood obesity.

Due to the positive feedback received and the increased use of the skate park, the Town Council has sought a quote from the event organiser from 2019 and 2021, again. The organiser is familiar with the skate park and its users.

Officers will arrange food and drink stalls and will request assistance from:

- St John Ambulance Service
- The Rotary Club, to assist with cordoning off and guiding visitors to the car park
- Dorset Council and The Rangers to discuss car parking arrangements
- Councillors, to assist with parking once The Rotary Club has departed

As in previous years, officers will seek sponsorship from local businesses to go towards the event cost.

The date for this year's event has been set for Sunday 21<sup>st</sup> August. The organiser has confirmed that this will not coincide with other skate events in the area.

### Financial Information

The company is keeping the cost the same as in 2021 and their offering is:

- 9am onwards Set-up
- 10am - 12pm Beginners skateboard/ BMX workshops from some of the country's top professionals
- 12pm - 12.15pm - Professional demonstration
- 12.15pm - 1.30pm - Open practice session/workshops
- 1.30pm - 3.30pm - Skateboard/BMX competitions - These will be split into age groups based on the age of those taking part.
- 3.30pm - 3.45pm - Professional demonstration
- 3.45pm - 4pm - Prize giving/award ceremony
- 4pm - Event closes

Total cost is **£1750 + VAT**

St John Ambulance Service has quoted **£144 + VAT** for two First Aid Members.

### Recommendation

Councillors are requested to approve expenditure for the skate fest 2022 of £1750 + VAT for the organiser and £144 + VAT for St John Ambulance cover, using budget line 1071 Skate Fest (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Sybille Maddock  
Assistant Town Clerk, 3<sup>rd</sup> February 2022

## To confirm arrangements for the 200<sup>th</sup> anniversary of Blandford Church, Massachusetts

At the beginning of the year, Gary Hart of Blandford, Massachusetts contacted Barry Barnett (author of [www.theblandfordexpress.com](http://www.theblandfordexpress.com)) with the following information:

*Blandford, Massachusetts was first settled by Scots and named 'New Glasgow'. William Shirley was the newly appointed Governor of Massachusetts and had just arrived from England. In 1741, he decided to change the settlement's name to Blandford after the vessel that had brought him across the Atlantic. The people of Glasgow, Scotland had promised the new town a bell if it was named after their city. With the town being renamed Blandford, it is understood the bell was never sent! There were in fact three HMS Blandfords and it is believed it was the third vessel to carry the name which brought Governor Shirley to the New World. In more recent times a replica vessel was constructed for a television series much based on the ship's original drawings. The White Church of Blandford was built in 1822 and sits on a hill looking over the New England town. The historic building is owned by the Blandford Historical Society and maintained by community volunteers. It is registered on the US National Register of Historic Places and has recently been restored by the Historical Society.*



*The town of Blandford, Massachusetts has a beautiful, historic church (pictured) that will be celebrating its 200<sup>th</sup> anniversary in 2022 with a big celebration on September 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup>. If anyone from Blandford, England might happen to be in Massachusetts around that time it would be great to somehow include them in our celebration. If there is any possibility of that please contact me for information.*

Mr Barnett contacted the Town Clerk, who then approached the Mayor/Deputy Mayor, Parish Church/Churches Together, Town Museum and Civic Society about the creation of a video message from the respective organisations, which Mr Hart was very pleased about.

The Mayor's Secretary's father-in-law lives in Connecticut. He was a Major in the British Army, was posted at Blandford Camp and spent time living in Blandford and raising his family here. It was therefore felt that he would be in an ideal position to represent the town in Massachusetts. He and his wife have been approached and would be happy to attend but would rather the matter be formally approved by the Town Council.

Several events are being planned by the Blandford Historical Society (Massachusetts). On Sunday 4<sup>th</sup> September 2022 at 10:00 a.m. they will have a traditional church service to celebrate the 200<sup>th</sup> anniversary of the church and would very much like to have Mr Stokoe attend the service adding that he is welcome to say a few words if he would like.

### **Recommendation**

It is recommended that Mr Stokoe is invited to represent the town on 4<sup>th</sup> September at the church service to mark the 200<sup>th</sup> anniversary of the church, and that a video message is compiled from local organisations.

Councillors are asked if they would like Mr Stokoe to speak at the event.

Linda Scott-Giles  
Town Clerk  
14<sup>th</sup> February 2022

## To consider the purchase of a defibrillator for the Town Hall/Corn Exchange lobby

### **Background**

The Town Council, on its website, displays a list of defibrillators located within the town: <https://blandfordforum-tc.gov.uk/the-town/list-of-defibrillators-in-blandford-forum> and this information is also displayed in the notice boards.

During an incident in the town at the beginning of the year, it came to light that two of the defibrillators are not registered with the Circuit. If they are not registered with the Circuit, the 999 call handler will not have access to the required code.

### **Report**

The two locations currently not registered with [The Circuit - the national defibrillator network](#) have been given this link to register their defibrillator. The Circuit – the national defibrillator network, connects defibrillators to NHS ambulance services across the UK so that in those crucial moments after a cardiac arrest, they can be accessed quickly to help save lives.

If the two machines aren't being registered, the Town Council will have to amend the list it displays.

In addition, Councillors should consider if they wish to purchase a defibrillator for inside the Corn Exchange lobby, where all hirers of the building would have access to it. Early defibrillation before emergency services arrive can help double a person's chances of surviving an out-of-hospital cardiac arrest. However, in the UK, defibrillation is received in less than 1 out of 10 cases. There are an estimated 100,000 defibrillators in the UK, but only 30% of defibrillators are known to ambulance services, which means that tens of thousands of defibrillators aren't used in an emergency because emergency services don't know where they are.

Officers are looking into the purchase of a defibrillator and have asked for recommendations from other councils in the country. Recommendations include:

- [Wel Medical Ltd](#) (also provide training on it when installing it)
- [AA Defib](#)
- [British Heart Foundation](#)
- [St John Ambulance](#)

Officers have also asked the South Western Ambulance Service NHS Foundation Trust for a recommendation of where to purchase one of these units from, and are still awaiting a reply.

There is a vast selection of different defibrillators. As the Corn Exchange is used by all ages it is suggested to purchase one that can accommodate adults and children, without the need to change pads etc. However, if Councillors, from their experience, have any suggestions of which defibrillator to look for then they should please advise officers.

### **Financial Implications**

It is thought that expenditure of up to £1500.00 should be sufficient for the purchase of a defibrillator. It should also be considered that there is an ongoing cost for defib pads and batteries. Pads cost between £50 and £150 and batteries are in the region of £200.

## **Recommendation**

Councillors should consider the purchase of a defibrillator for the Corn Exchange lobby, to be used by hirers, at a cost of up to £1,500 (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Councillors should also consider the removal of the defibrillator poster from its website and notice boards as the Town Council cannot ensure that all organisations register their unit in the appropriate places.

Sybillie Maddock  
Assistant Town Clerk  
13<sup>th</sup> February 2022

## To consider a request from Oh No It Isn't regarding the pantomime for 2022

The panto group – Oh No It Isn't (ONII) – had originally booked Friday 16<sup>th</sup> December to Sunday 18<sup>th</sup> December 2022 for their pantomime in the Corn Exchange. ONII approached the council in January 2022 with amended dates of Thursday 8<sup>th</sup> December – Saturday 10<sup>th</sup> December 2022 instead, which impacts on the Thursday bookings.

When this matter was last discussed by council, the resolution made at the Finance & Staffing committee meeting held on 16<sup>th</sup> March 2020 was as follows:

### Minute No. 56.5 – Oh No It Isn't

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Carter and AGREED (5 in favour, 3 against) that a RECOMMENDATION is made to full council that

**60% of the current reserved venue hire costs is approved as free venue hire, in accordance with the free venue hire criteria, hence there will be no cancellation of paid hirers.**

This resolution was made based on the application for free hire and the application has been sent to the group for this year's event as there is now a new form with up to £300 approved for free venue hire for performing arts.

ONII were reminded of the resolution and asked if they would like to either revert back to their original booking dates or seek the views of the affected hirers and return to council for consideration. The bookings are as follows:

### Thursday 8<sup>th</sup> December

There is an indoor market until 4pm and stallholders will not want to miss a session during the festive period. ONII has stated that they could enter at 4pm.

Martial Arts from 4:30pm – the Bookings Receptionist has consulted with the regular hirer and she has thanked her for seeking her views and explained that *'it would certainly affect me as my students pay monthly and we would have nowhere else to go, so this would not work for me. I have approx 60 students through the door on Thursdays so it would disrupt a lot of people plus we are all working on our belt exams... even up to Christmas... so I can't afford to miss a class for anyone'*.

Mandala Yoga is upstairs that evening, so the Martial Arts cannot be relocated to the Town Hall.

Friday 9<sup>th</sup> December – No other bookings.

Saturday 10<sup>th</sup> December – The Shambles market is on. The panto would like to do a matinee and evening performance. This is usually the annual date for the Blandford & District Lions to hold their Christmas Fair. Although they have not yet booked this in, there is an assumption that this will be available to them as they can no longer use the first weekend because the Yuletide Festival has booked that date.

### **Recommendation**

It is recommended that Councillors consider the request, alongside the feedback from regular hirers and the original resolution.

Linda Scott-Giles  
Town Clerk  
16<sup>th</sup> February 2022

## To note the B+ developments

### Background

The Blandford+ Neighbourhood Plan (B+NP) was made in June 2021. This provides the Blandford+ area with protection from speculative development for at least two years. Paragraph 14 of the NPPF says that we have protection from speculative development for two years from the date the NP was made if we also meet the following criteria.

NPPF Paragraph 14:

In situations where the presumption (at paragraph 11d) applies to applications involving the provision of housing, the adverse impact of allowing development that conflicts with the neighbourhood plan is likely to significantly and demonstrably outweigh the benefits, provided all of the following apply:

- a) the neighbourhood plan became part of the development plan two years or less before the date on which the decision is made;
- b) the neighbourhood plan contains policies and allocations to meet its identified housing requirement;
- c) the local planning authority has at least a three year supply of deliverable housing sites (against its five year housing supply requirement, including the appropriate buffer as set out in paragraph 74); and
- d) the local planning authority's housing delivery was at least 45% of that required over the previous three years.

### Report

As per Planning Practice Guidance:

There are 3 types of modification which can be made to a neighbourhood plan or order. The process will depend on the degree of change which the modification involves:

- Minor (non-material) modifications to a neighbourhood plan or order are those which would not materially affect the policies in the plan or permission granted by the order. These may include correcting errors, such as a reference to a supporting document, and would not require examination or a referendum.
- Material modifications which do not change the nature of the plan or order would require examination but not a referendum. This might, for example, entail the addition of a design code that builds on a pre-existing design policy, or the addition of a site or sites which, subject to the decision of the independent examiner, are not so significant or substantial as to change the nature of the plan.
- Material modifications which do change the nature of the plan or order would require examination and a referendum. This might, for example, involve allocating significant new sites for development.

The B+ Monitoring Group has engaged with its consultant to understand where the B+NP could be updated and modified. This will ensure that it still fits the purpose and supports development in the Blandford+ area. The workshop is scheduled for 1<sup>st</sup> March. The Dorset Council officer, who worked closely with the group on this Plan will also attend the meeting.

### Financial Implications:

The group has booked a workshop with the consultant to review the made plan in the light of the emerging Dorset-wide Local Plan and new NPPF, as well as what we know of the ways in which the Government is intending to change the planning system and of evolving climate change policy.

For the above scope of works the consultant requires 4 days @ the Locality capped day rate of £550 per day (+VAT), a total of £2,200 + VAT.

The Assistant Town Clerk, on behalf of the group, has applied for funding to cover this cost. The application was successful and therefore there is no cost to the Council at this stage.

**Recommendation**

Councillors are requested to note the content of this report.

Sybille Maddock  
Assistant Town Clerk  
2<sup>nd</sup> February 2022

## To retrospectively approve the additional expenditure for the commemorative bench

### Background

At the Town Council meeting on 20<sup>th</sup> December 2021 Councillors resolved that

**The Town Council approves expenditure authority of £2,000 for a bespoke design and purchase of a memorial bench, plus the installation of the bench at the Marsh & Ham (subject to Dorset Council's approval) for HM The Queen's Platinum Jubilee from budget line 1040 Town Improvements (Expenditure Authority: Localism Act 2011 s1-8). The working group will approve the final design for the bench.**

This was based on the costs of the VE/VJ Day bench and the previous design costs.

### Further information and Financial Implications

Subsequently, the working group met with the artist and agreed the below design, which has also been shared with the Rangers as the bench location was agreed at the riverside on the Marsh & Ham. The design is based on the Queens Green Canopy incorporating trees, as well as an otter and other wildlife, to be fitting with the location.



The proposed location is shown below. The new bench will replace the existing bench, which is very low and therefore not accessible for many people.



On placing the order, the company advised that the price for this bespoke design as a one-off production and laser cut is £2,800 + VAT + Delivery. There is a lot of detail within this design which will be costed at the higher rate from the laser cutters, who have also increased their prices twice since November and they are set to increase again in April.

Officers enquired if the cost can somehow be decreased by changing the design but were advised that the only way to reduce the costs is to manufacture in bulk which is not possible, as it is a bespoke design. There is a price hike on a lot of goods and services which is causing issues. We are aware of this in other areas of our work.

However, the company has now written to offer a reduction of £300, so the total cost for production of the bench would be £2,500 + VAT + Delivery.

The Assistant Town Clerk applied to the National Lottery Funding, for match funding of £1400.00. If we are not successful with this application the additional funds could be taken out of the bench accruals budget or DC Highways as we are replacing a bench that belongs to DC.

Officers are keen to get this bench ordered and installed and we have already paid for the artist's work. If we delay the process, we might not be able to get the bench produced, delivered and installed in time for it to be unveiled during the Queen's Platinum Jubilee weekend.

### **Recommendation**

Councillors are requested to approve the additional cost for the bench of £500 + VAT, with funds taken from DC Highways budget line 2021 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Cllr White has also raised an issue with the bench on Salisbury Road being vandalised on Monday 21<sup>st</sup> February 2022, which will be checked by staff, and could also be included on this order should it require replacing.

Sybille Maddock  
Assistant Town Clerk  
18<sup>th</sup> February 2022