



# 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 30<sup>th</sup> January 2023 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  
23<sup>rd</sup> January 2023

## **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 Council, 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 Council 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 Council.

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 19<sup>th</sup> December 2022](#)
6. [Town Clerk's Report & Correspondence](#)
7. Civic Report (to follow)
8. Recommendations and Receipt of Minutes
  - 8.1 Recreation & Amenities Committee Meeting dated 23<sup>rd</sup> January 2023
    - 8.1.1 Recommendations
    - 8.1.2 To RECEIVE the Minutes (to follow)

9. [To approve the council diary for 2023/2024](#)
10. [To consider a proposal for marking the Coronation of HM King Charles III](#)
11. [To consider responding to the consultation from The Blandford School](#)
12. [To consider expenditure authority for the footfall counter in the Market Place](#)
13. [To consider expenditure and the proposed location for a memorial bench](#)
14. [To retrospectively approve expenditure for inspections of the Chapel Belcote and Town Hall Urns](#)
15. [To consider introducing a TrailTale to Blandford Forum](#)
16. [To consider a request from the Blandford & District Branch of the Royal British Legion](#)
17. To receive an update and consider any requests from the:
  - 17.1 Blandford + Neighbourhood Plan Monitoring Group
  - 17.2 BFTC Commemoration Group
  - 17.3 Climate Change & Biodiversity
  - 17.4 Dorset Council Grant to support the Market Area Enhancement Project
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)
19. [To consider responding to planning application P/OUT/2021/00748 – Land North Wards Drove, Blandford St Mary](#)
20. To minute the appointment of the Responsible Financial Officer for Blandford Forum Town Council for identification purposes

## **DATES OF FUTURE MEETINGS**

6 <sup>th</sup> February	Planning Meeting
20 <sup>th</sup> February	Town Council Meeting
27 <sup>th</sup> February	Corn Exchange

**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

Twinned with Mortain, France



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



Tel: 01258 454500 • Fax: 01258 454432  
Email: [admin@blandfordforum-tc.gov.uk](mailto:admin@blandfordforum-tc.gov.uk)  
[www.blandfordforum-tc.gov.uk](http://www.blandfordforum-tc.gov.uk)

## Town Clerk's Report

**Position of Responsible Financial Officer** – Amanda Crocker is the new Responsible Financial Officer for the Town Council.

**Commonwealth Day Event** – An internal discussion was held over the future of a Commonwealth Day event and the possibility of just flying the flag. Photos were checked from last year as were attendances from councillors, invited guests and schools. With Archbishop Wake Primary School having the highest numbers of attendees, the Headmaster was asked if he felt it was worth proceeding. He confirmed that it is a worthwhile event that supports pupils in understanding that they/we/the UK are part of something bigger and it fits beautifully with the work the school does on British Values; specifically, respect and tolerance. The event will therefore proceed at the Town Hall on Monday 13<sup>th</sup> March at 10am.

**Mayoral Scroll** – Staff carefully unrolled the Mayoral Scroll earlier this month and discovered that the first signature for the position of Justice of the Peace for the Borough of Blandford Forum was dated 9th November 1843! This was signed by Councillor Thomas Hodges Bennett and witnessed by Councillor Pond and Councillor Barnes. Councillor Hodges would have been a Justice of the Peace by virtue of his office as Mayor. The scroll covers a period of seven monarchs and 33 Prime Ministers. The Justices of the Peace would consider cases in the Magistrates Court, which is the room upstairs in the Town Hall (1734), with prisoners/defendants being held in the room next door, which is now known as the Council Chamber. It would appear that, due to legal reform, the first entry with a Councillor being referred to as Mayor of Blandford Forum and not Justice of the Peace was 1968. Cllr Stevens pledged allegiance to HM King Charles III in September following the demise of HM Queen Elizabeth II so that we had a record of the event. Some photos are shown below of the first submission, the complete scroll, and the length of the entire document.



## To approve the council diary for 2023/2024

 <b>BLANDFORD FORUM TOWN COUNCIL</b>		<b>DIARY OF MEETINGS 2023/24</b>	
<i>All meetings are held in the Corn Exchange at 7pm unless otherwise stated</i>			
APRIL 2023			
<b>Monday 3</b>	<b>Planning Meeting</b>		
Friday 7	Good Friday		
Monday 10	Easter Monday		
<b>Monday 17</b>	<b>Annual Town Assembly at 6pm followed by Town Council Meeting (followed by Trust Meeting) at 7pm</b>		
<b>Monday 24</b>	<b>Planning Meeting</b>		
MAY 2023			
Monday 1	Bank Holiday		
<b>Saturday 6</b>	<b>HM The King's Coronation Day / free parking</b>		
<b>Monday 8</b>	<b>Bank Holiday in recognition of HM The King's Coronation</b>		
<b>Tuesday 9</b>	<b>Annual Meeting of the Town Council (followed by Town Council meeting)</b>		
Monday 15	-		
<b>Friday 19</b>	<b>Mayor Making Ceremony</b>		
Monday 22	Town Council Meeting (Corn Exchange)		
Monday 29	Bank Holiday		
JUNE 2023			
<b>Monday 5</b>	<b>Planning Meeting</b>		
<b>Monday 12</b>	<b>Finance &amp; Staffing Committee Meeting</b>		
<b>Monday 19</b>	<b>Recreation &amp; Amenities Committee Meeting (raise a flag for Armed Forces Day)</b>		
<b>Saturday 24</b>	<b>Armed Forces Day</b>		
Monday 26	-		
JULY 2023			
Monday 3	Town Council Photograph at 6.30pm / Town Council Meeting (followed by Trust AGM) 7pm		
<b>Monday 10</b>	<b>Town &amp; General Purposes Committee Meeting</b>		
<b>Monday 17</b>	<b>Planning Meeting</b>		
Monday 24	Town Council Meeting (Corn Exchange)		
Monday 31	Town Council Meeting		
AUGUST 2023			
No meetings are scheduled for this month, although a Planning meeting may be necessary			
SEPTEMBER 2023			
Sunday 3	Merchant Navy Day		
<b>Monday 4</b>	<b>Planning Meeting</b>		
Friday 8 TBC	Dorset Architectural Heritage Week (DAHW) (Cemetery Chapel)		
<b>Monday 11</b>	<b>Recreation &amp; Amenities Committee Meeting</b>		
Saturday 16	Community Expo (including budget consultation) Dorset Architectural Heritage Week (Corn Exchange, Town Hall & Council Chamber)		
<b>Monday 18</b>	<b>Finance &amp; Staffing Committee Meeting</b>		
Monday 25	Town Council Meeting		
OCTOBER 2023			
<b>Monday 2</b>	<b>Planning Meeting</b>		
<b>Monday 9</b>	<b>Town &amp; General Purposes Committee Meeting</b>		
Monday 16	Town Council Meeting (Corn Exchange)		
Monday 23	-		
Monday 30	Town Council Meeting (followed by Trust Meeting)		



*All meetings are held in the Corn Exchange at 7pm unless otherwise stated*

**NOVEMBER 2023**

<b>Sunday 5</b>	<b>Royal British Legion Cemetery Service</b>
<b>Monday 6</b>	<b>Planning Meeting</b>
<b>Friday 10</b>	<b>Remembrance School Involvement at 10.30am at the</b>
<b>Saturday 11</b>	<b>churchyard Armistice Day 11am</b>
<b>Sunday 12</b>	<b>Remembrance Sunday Parade &amp; Church Service 2.30pm</b>
<b>Monday 13</b>	<b>Recreation &amp; Amenities Committee Meeting</b>
<b>Monday 20</b>	<b>Town &amp; General Purposes Committee Meeting</b>
<b>Monday 27</b>	<b>Town Council Meeting</b>

**DECEMBER 2023**

<b>Friday 1 TBC</b>	<b>Yuletide Festival</b>
<b>Saturday 2</b>	<b>Small Business Saturday</b>
<b>Monday 4</b>	<b>Planning Meeting</b>
<b>Wednesday 6</b>	<b>Civic Christmas Carol Service</b>
<b>Monday 11</b>	<b>Finance &amp; Staffing Committee Meeting</b>
<b>Monday 18</b>	<b>Town Council Meeting (followed by Trust Meeting)</b>
<b>Monday 25</b>	<b>Christmas Day</b>

**JANUARY 2024**

<b>Monday 1</b>	<b>Bank Holiday</b>
<b>Monday 8</b>	<b>-</b>
<b>Monday 15</b>	<b>Planning Meeting</b>
<b>Monday 22</b>	<b>Recreation &amp; Amenities Committee Meeting</b>
<b>Monday 29</b>	<b>Town Council Meeting</b>

**FEBRUARY 2024**

<b>Monday 5</b>	<b>Planning</b>
<b>Monday 12</b>	<b>-</b>
<b>Monday 19</b>	<b>Town Council Meeting</b>
<b>Monday 26</b>	<b>Town Council Meeting (Corn Exchange)</b>

**MARCH 2024**

<b>Monday 4</b>	<b>Planning Meeting</b>
<b>Monday 11</b>	<b>Raise the Commonwealth Flag at 10am in Market Place (robes)</b>
<b>Monday 11</b>	<b>Town &amp; General Purposes Committee Meeting</b>
<b>Saturday 16</b>	<b>Spring Community Expo in the Corn Exchange</b>
<b>Monday 18</b>	<b>Finance &amp; Staffing Committee Meeting</b>
<b>Monday 25</b>	<b>Town Council Meeting</b>

**APRIL 2024**

<b>Monday 1</b>	<b>Easter Monday</b>
<b>Monday 8</b>	<b>Planning Meeting</b>
<b>Monday 15</b>	<b>-</b>
<b>Monday 22</b>	<b>Annual Town Assembly at 6pm followed by</b> <b>Town Council Meeting (followed by Trust Meeting) at 7pm</b>
<b>Monday 29</b>	<b>-</b>

**MAY 2024**

<b>Thursday 2</b>	<b>Elections (TBC)</b>
<b>Monday 6</b>	<b>Bank Holiday</b>
<b>Tuesday 7</b>	<b>Annual Meeting of the Town Council / Town Council meeting</b>
<b>Monday 13</b>	<b>Planning Meeting</b>
<b>Friday 18</b>	<b>Mayor Making Ceremony</b>
<b>Monday 20</b>	<b>Town Council Meeting (Corn Exchange)</b>
<b>Monday 27</b>	<b>Bank Holiday</b>

## **To consider a proposal for marking the Coronation of HM King Charles III**

The King's Coronation will be held on Saturday 6<sup>th</sup> May 2023 (time TBC) and this report contains a proposal for events to mark the occasion, locally, based on the known interests of HM King Charles III.

Over the weekend, details emerged from Buckingham Palace about the focus of each of the three days of the Coronation Weekend - 6-8 May. All the information is within these two links should Councillors wish to view it: <https://www.royal.uk/coronation-weekend-plans-announced> and <https://www.bbc.co.uk/news/uk-64349942>. The National Association of Civic Officers has written to advise that first analysis suggests that on Saturday we will all be watching television or being there, to see it live on the streets of London. Sunday is the day for local celebrations, with Big Lunch and street parties, before the concert from Windsor that evening.

### **Friday 5<sup>th</sup> May 2023 in the Corn Exchange – King's Concert**

An evening concert has been arranged with the Blandford Stour Valley Band to mark the Coronation the following day with the aim of involving schools/youth groups too. Tickets can be free, so it is accessible to all, but bookable online in advance and from the office. The Mayor's Charity can be offered the kitchen/bar and have a donations bucket.

**Saturday 6<sup>th</sup> May 2023** – Coronation Day and the T&GP committee agreed to offer free parking for anyone coming into town to shop in support of local businesses. Councillors may wish to reconsider this and possibly move it to the Sunday when we hope to encourage people into the town.

**Sunday 7<sup>th</sup> May 2023** – Possibility of a drop in event in the Corn Exchange 11am-3pm, with staff inviting local groups/organisations/businesses representing the following interests of the King and focusing on the theme of volunteering (the Royal Family's plans for the weekend highlight the Monday to focus on 'The Big Help Out' to promote volunteering):

- Natural and built environment
- Alternative medicine
- Visual, performing and contemporary arts
- Publications
- Sports

Some Yuletide Festival Committee members would also like to be involved in organising an event under the umbrella of the Town Council, which could be held in the market area with a stage and live music throughout the day and people can be encouraged to bring a picnic along with them. The BBC will be broadcasting the concert from Windsor in the evening, so stopping live music in Blandford at 5pm would mean disruption to local residents is limited.

**Monday 8<sup>th</sup> May 2023** – Bank Holiday and free parking

Councillors may prefer to keep the Corn Exchange free as a wet weather plan on the Sunday and host the expo-style event on the Monday instead.

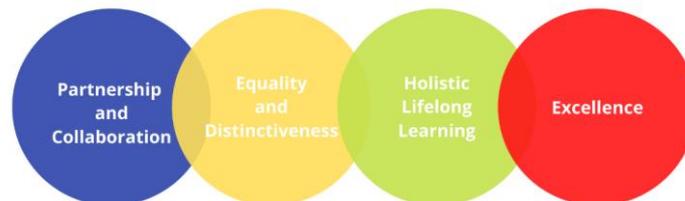
These are low-cost events that will be free for everyone to enjoy and could be beneficial for local organisations, however some funding will be required if there is a music event on the Sunday. It is also recommended that the Town Council considers reallocating the free parking day on the Saturday to the Sunday in line with the proposed events.

Linda Scott-Giles  
Town Clerk  
4<sup>th</sup> January 2023

## To consider responding to the consultation from The Blandford School

The Blandford School has been considering its options with regard to becoming an academy and joining a multi-academy trust. As a result, the governing board set up a small working group of governors, including the headteacher, who worked in consultation with the Regional Schools Director's Office throughout 2022. The CEOs and chairs of trustees from a number of MATs, both local to Dorset and within the national arena, met with the working group and presented to the full governing board. A number of excellent MATs were considered and the governing board became increasingly impressed and encouraged by the opportunities academisation offered for students at our school. On Thursday 20<sup>th</sup> October 2022, following this extensive work, the governing board passed a resolution formally proposing that The Blandford School becomes an academy and applies to join the Sherborne Area Schools' Trust (SAST). SAST is a strong local MAT, with a mix of primary and secondary schools across Dorset and South Somerset.

Their vision is: **Delivering educational excellence through aspiration and collaboration** and the Trust's values sit at the heart of what they work together to do:



SAST encourages collaboration across schools to improve teaching and learning and improve outcomes for children. The Blandford School believes that there will be huge benefits to working together with schools across North Dorset, in particular the secondary schools, with whom they have a strong historical relationship. The Blandford School has therefore written to the Town Council to advise of the formal public consultation, which started on 10<sup>th</sup> January 2023 and will last for four weeks.

### Key points of converting to Academy status within SAST

- The school will retain its character and will continue to look, feel and be the same as it is now with the same uniform, school name, holiday pattern and admission policy.
- The headteacher will continue to lead the school on a day-to-day basis, as she does now, and parents will continue to be represented within the governance arrangements.
- SAST will provide some centralised support to our school which will help us operate more efficiently, and ensure that funding is focused on teaching, learning and support for children.

The school has an [online consultation form](#) and would appreciate the council's views.

In addition, the school is holding a public consultation event at the school at 6 PM, Monday 30<sup>th</sup> January 2023, with an opportunity to meet the headteacher, the chair and members of the governing board and the CEO of SAST. This is an opportunity for people to hear directly from school leaders and to ask any questions or raise any concerns they may have.

Councillors are asked to consider responding to the form as a council or as individual Councillors.

Linda Scott-Giles  
Town Clerk  
12<sup>th</sup> January 2023

## **To consider expenditure authority for the footfall counter in the Market Place**

Councillors are aware of the footfall counter in the Market Place, supplied as part of the government's Welcome Back Fund distributed locally by the Dorset Council.

The Town Clerk contacted Springboard, the company that provides the footfall counter to find out when the contract with Dorset Council terminates. They have confirmed that the contract will expire on 24<sup>th</sup> March 2023 and will not be renewed by Dorset Council. It was always understood that it would be a one year provision and then the Town Council would have the option to continue with the service or not.

Springboard has confirmed that the annual service charge for the counter will be £3,000+VAT.

The Operations Manager will be attending the 2022 Annual Review webinar taking place on 25<sup>th</sup> January 2023 for more information.

The device was welcomed free of charge and has been used occasionally to view data and this has been shared with local organisations (when received from Springboard).

Councillors are asked to consider approving expenditure authority of £3,000+VAT for a year of the monitoring device, which provides accurate footfall data that could assist with the market area enhancement project (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Linda Scott-Giles  
Town Clerk  
12<sup>th</sup> January 2023

## To consider expenditure and proposed location for a memorial bench

### Report

Councillors will be aware of the passing of Freeman of the Town, Dr Michael Le Bas and it has been suggested that a memorial bench should be purchased in his memory.

An idea has been put forward that, due to the large number of benches at WHG, it might be better to locate a memorial bench for Michael Le Bas in the Victorian Garden at the Town Museum. This is thought to be an appropriate location due to the long-term involvement that he had with the museum.

We are currently consulting the Museum and Victorian Garden team for their views.

### Financial Implications

The cost for a bench with a plaque from our usual supplier would be approximately £950+VAT and delivery.

The Victorian Garden will also confirm which memorial bench they prefer from the options below:



### Recommendation

It is recommended that Councillors consider the report and decide if they wish to purchase a bench, and approve the proposed location, using funds from budget line 1042 New Benches which has a balance of £2,634.00 (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Jon Goodenough  
Operations Manager  
19<sup>th</sup> January 2023

## **To retrospectively approve expenditure for inspections of the Chapel Bellcote and Town Hall Urns**

### **Background**

In 2012 the bellcote was surveyed at the cemetery and the urns on the top of the Town Hall were surveyed and renovated.

Due to the height and weight of both structures from a health and safety point of view, both needed surveying again.

### **Report**

I sought out the previous company that had done the surveys, but it appears they are no longer in business. Alternatives were sought but there was no one in the local area so I contacted our architect for suggestions. One company was recommended to us who had done surveying work on the Corn Exchange in the past and they agreed to carry out the work. Due to the timeline involved it was felt best to place the order straight away to avoid delays and to ensure all the items were safe.

### **Financial implications**

The survey to the bellcote to include:

Conduct close quarter survey of bellcote at The Chapel using a 12m Cherry Picker MEWP (Mobile elevating work platform).

On conclusion, submit report with all findings supported by photographic record and/or annotations.

This survey is proposed to include:

- Provision MEWP and operator to grant close access to the bellcote
- A photographic record of the as found condition
- Review and record of the existing condition in written form
- The plotting of any findings onto drawings/images as necessary

Production of an associated report, to include:

- Full description and summary of historical context
- Estimated date of construction
- Identification of materials and construction methods
- Pathology of any failure noted
- Recommendations of any conservation deemed necessary

### **For a cost of £2,110.00 exclusive of VAT**

The survey to the Town Hall Urns to include:

Conduct close quarter survey to x3 urns atop pediment of the Town Hall using a Truck Mounted MEWP. On conclusion, submit report with all findings supported by photographic record and/or annotations.

This survey is proposed to include:

- Provision MEWP and operator to grant close access to the urns
- A photographic record of the as found condition
- Review and record of the existing condition in written form

- The plotting of any findings onto drawings/images as necessary

Production of an associated report, to include;

- Full description and summary of historical context
- Estimated date of construction
- Identification of materials and construction methods
- Pathology of any failure noted
- Recommendations of any conservation deemed necessary

**For a cost of £2,560.00 exclusive of VAT**

**Recommendation**

It is recommended that Councillors approve the retrospective expenditure using funds of £2560.00 from the Corn Exchange Capital project budget line 1105 which has a balance of £440,000.00 and £2110.00 from the PPM budget line which has a balance of £31,612.00 (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

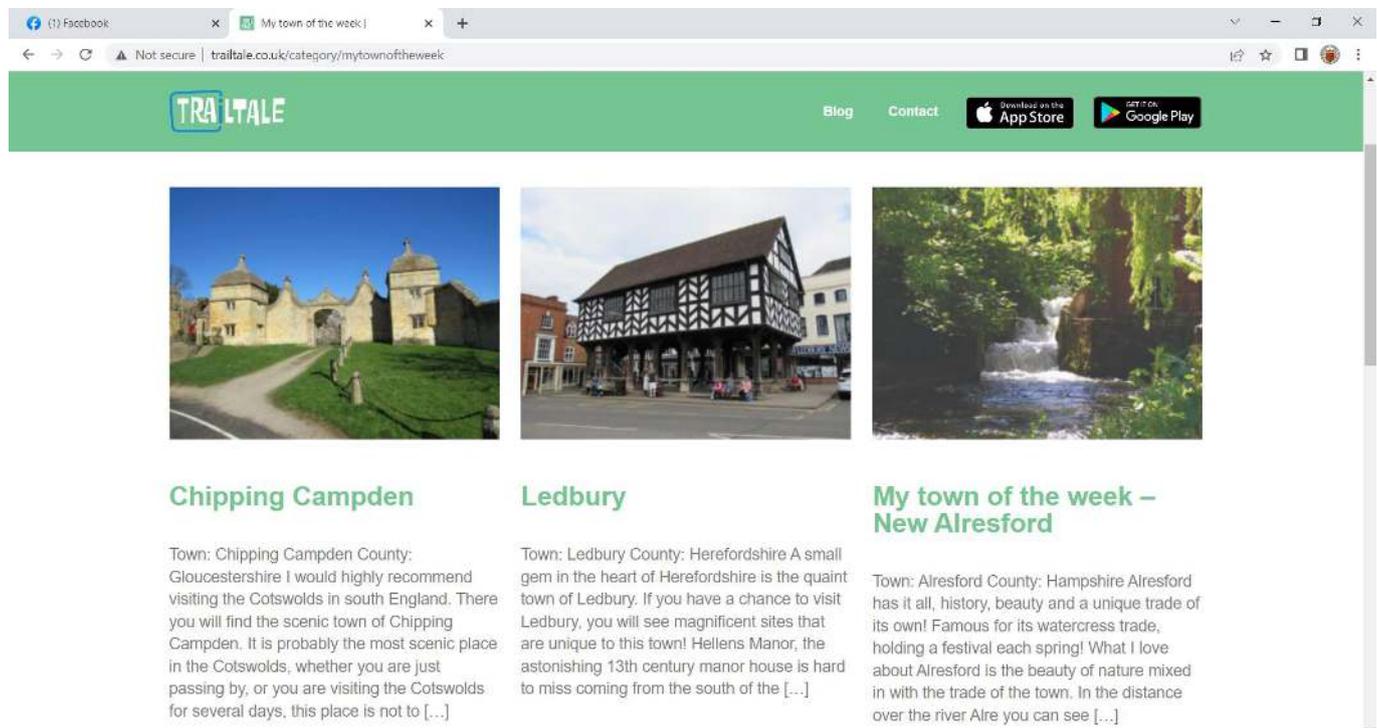
Jon Goodenough  
Operations Manager  
19<sup>th</sup> January 2023

## To consider introducing a TrailTale to Blandford Forum

The Managing Director from TrailTale has approached the council with a proposal to create a heritage/town trail featured by their popular mobile phone app to ensure Blandford attracts new visitors to the town.

The company is currently offering a special new-year deal at £2,400 to create and feature a new trail for Blandford ready for 31<sup>st</sup> March 2023 if they start by the end of January.

They create and feature engaging and enjoyable trails and will be producing a formal proposal for Councillors to consider. In the meantime, more information can be seen below or by visiting [www.trailtale.co.uk](http://www.trailtale.co.uk)



Linda Scott-Giles  
Town Clerk  
24<sup>th</sup> January 2023

**To consider a request from the Blandford & District Branch of the Royal British Legion**

The Royal British Legion Blandford Branch would like to hold a Band concert in Legion House to support the Poppy Appeal on Friday 27<sup>th</sup> October 2023 or Saturday 28<sup>th</sup> October 2023.

The Branch has asked if the Town Council would like to support this event by allocating one of the ten performance dates by the Blandford Stour Valley Band, as part of its Service Provision Agreement with the Band.

The Branch has added that the main poppy appeal period is the fortnight leading up to Remembrance Sunday, from Saturday 28<sup>th</sup> October 2023 to Poppy Day which is Saturday 11<sup>th</sup> November 2023, which is also Armistice Day.

Linda Scott-Giles  
Town Clerk  
23<sup>rd</sup> January 2023

## Response from Blandford St Mary Parish Council to Dorset Council's Planning Authority

### Reference Application P/OUT/2021/00748 Land North of Wards Drove Bournemouth Rd Blandford St Mary.

The housing of BSM has been stretched over many decades to include the housing estate opposite the brewery with the original intent to stop at the bypass. The density of the increased population and its corresponding pressure on local services is well recorded ie doctors surgeries etc.

The granting of further housing for the Bellway development has further exasperated this problem and is starting to "strangle" Lower Blandford St Mary which offers a significant historical element of BSM including its Church, St Marys. This historical area is losing its definition already and this proposal will do nothing but reduce the standing of the listed buildings of Lower Blandford St Mary.

The conservation officer has objected on the basis of the "significant harm" that this proposed development will pose to these listed buildings. The Manor House and its setting is under pressure, Clerkenwell House (Previously Manor Farm) had fields and land that extended to the current location of Homebase and was an integral part of the old railway, now Trailway.

Why do the Planning Officers choose to dismiss the expertise of the conservation officer and others – once its gone, its gone.

We have a master plan in the name of Blandford +, which rightly identifies where further development in the "greater Blandford Area" is best suited and efficient.

This is vandalism of BSM's history and moreover will encourage the blurring of difference between the village of BSM and Charlton Marshall.

Blandford +

The purpose of producing a master plan for the area of Blandford and its surrounds was to ensure that schooling, health care, safe access to the town and its facilities and moreover a respect for traffic issues were addressed in a cohesive manner NOT to have further wrecking of good agricultural land, and rainwater run off areas, by intense housing development.

A350

This road is currently a problem in many areas, not just BSM, and to propose an egress/ingress point to the development is, frankly, increasing the risk accidents – refer to Wards Drove junction with the A350.

Contributions:

Any development should make the appropriate S106 monies for the Proposed new Community Centre, the play area and allotments.

Finally we formally ask that this application goes to Committee.