

BLANDFORD FORUM TOWN COUNCIL
Minutes of the Town Council Meeting
Held on Monday 12th July 2021 at 7:00pm in the Corn Exchange

DRAFT
Subject to confirmation

PRESENT

Cllr L Hitchings – Chairman
Cllr A Cross
Cllr R Carter
Cllr H White
Cllr P Osborne
Cllr N Lacey-Clarke

Cllr C Stevens – Vice Chairman
Cllr P Clark
Cllr S Hitchings
Cllr B Quayle
Cllr R Holmes

IN ATTENDANCE

Cllr L Lindsay (via Microsoft Teams)
Operations Manager

Town Clerk
Nicci Brown – Press

46. PUBLIC SESSION

On behalf of his wife Glenda and himself, Cllr White thanked the Mayor and council for the card and flowers to mark their 60th wedding anniversary.

Cllr White added that, following the Prime Minister's announcement made earlier this evening, he would feel more comfortable if people kept their masks on due to him not having any immunity.

Cllr L Hitchings informed Councillors that he is holding his first Mayoral event on Saturday 31st July 2021 in the Corn Exchange, which will be a quiz night to raise funds for his chosen charity.

47. REPORT FROM DORSET COUNCIL COUNCILLORS

Cllr Lacey-Clarke gave the report this month.

- 47.1 Postponement of Paving Slab Works – Due to the national suppliers of the paving slabs not having the order available by the agreed date, the Dorset Council was unable to commence the paving replacement works on Monday 12th July 2021.
Cllr Carter queried use of the Market Place car park area and Cllr Lacey-Clarke confirmed that the plant will be removed each week to enable the Thursday market to go ahead in the Market Place and will leave half of it available to the Saturday market and car parking throughout the rest of the week, where possible. When the market is relocated to the Marsh & Ham car park, for the latter part of the works period, Cllr Lacey-Clarke confirmed that this will be free of charge.
Cllr Lacey-Clarke explained that West Street needs to be one way for the period for the safety of pedestrians when it is absolutely necessary.
- 47.2 Consultation Responses – Approximately 60,000 comments were received in response to the Dorset Plan.
- 47.3 Welcome Back Fund – Cllr Lacey-Clarke confirmed that various items have been secured for the town from the Welcome Back Fund, including a pop-up market and temporary seating and toilets. The BBQ bins have been abandoned due to the Dorset-wide stance and a site meeting was recently held with Cllr Quayle, Cllr Lacey-Clarke, the Town Clerk and Assistant Town Clerk, looking at the existing bins and arranging for larger replacements.
- 47.4 Grants – Small to medium grants are currently available via the Dorset Council for community venues that were unable to open due to the pandemic.

48. APOLOGIES

Cllr H Mieville
Cllr C Jacques

Cllr J Stayt

49. TO RECEIVE ANY DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None were received.

50. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 21ST JUNE 2021

It was PROPOSED by Cllr Cross, SECONDED by Cllr Holmes and AGREED (10 in favour, 1 abstention) that the Minutes be APPROVED and SIGNED.

51. TOWN CLERK'S REPORT & CORRESPONDENCE

The paper was noted (see Appendix A).

51.1 FOI – Mortality Data – A gentleman from Lytchett Matravers has submitted a FOI request regarding the cemetery. He requested the number of burials performed in the town over the period 2015-2021 for each year. The results are as follows and were sent to the applicant:

2015 - 32
2016 - 26
2017 - 29
2018 - 28
2019 - 35
2020 - 28
2021 - 18

51.2 Recruitment – A groundsman has been appointed, following six interviews held on Tuesday 29th June 2021. A temporary part-time position has also been offered to one of the candidates to help manage the workload due to the impact of having less staff during the summer months.

51.3 Nordon Site – Aster have advised that they have put forward Duke's Parade for the name of the road, following the council's suggestions, and the development will be known as Nordon Rise.

51.4 External Audit – The Town Council's accounts for 2020/21 have been submitted to the external auditor, PKF Littlejohn and the website has been updated with all the required documents:
<https://blandfordforum-tc.gov.uk/accounts>

51.5 Events – Jamie Jigsaw and the Skatefest are returning this August!

51.6 Town Hall Plaques – Peter Snow CBE (British radio and television presenter and historian) has agreed to attend the rededication of the Town hall plaques in November, a century after his grandfather unveiled them in 1921.

51.7 Risk Assessment for Council Meetings – The Town Clerk suggested that council continues with the risk assessment currently in place for the remainder of council meetings in the Corn Exchange in July and this can be reviewed in August. There were no objections to this suggestion.

52. RECOMMENDATIONS AND RECEIPT OF MINUTES

52.1 Town & General Purposes Committee Meeting held on 5th July 2021

52.1.1 No recommendations.

52.1.2 The Minutes were RECEIVED.

53. CIVIC REPORT

The paper was sent to Councillors via email.

54. TO ADOPT THE NEW CODE OF CONDUCT

The paper was noted (see Appendix B).

It was PROPOSED by Cllr Carter, SECONDED by Cllr White and AGREED unanimously that

The Town Council adopts the Code of Conduct.

The Town Clerk is instructed to write to the Chief Executive of the Dorset Association of Parish & Town Councils to thank him for arranging and delivering the sessions for the county and £100 is authorised for the training costs for both the staff and Councillors (Expenditure Authority: Localism Act 2011 s1-8).

ACTION: TOWN CLERK

55. TO CONSIDER EXPENDITURE APPROVAL FOR THE PURCHASE OF A CARD MACHINE FOR MAYORAL MATTERS

The paper was noted (see Appendix C).

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that

The Town Council approves expenditure for the purchase of a card machine for Mayoral matters using funds of £119 from the Civic budget line (Expenditure Authority: Localism Act 2011 s1-8).

ACTION: TOWN CLERK

56. TO CONSIDER PROCEDURES FOR THE LIGHTING UP OF THE TOWN HALL FACADE

The paper was noted (see Appendix D).

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr White and AGREED unanimously that

The Town Council lights up the façade in white light and considers this is for the darker evenings only when it can be seen. In addition, it will be lit for the following dates/events, however the list is not exhaustive and can be added to at any point throughout the year:

- 7th March – Commonwealth – blue and yellow
- 8th March 2022 – International Women's Day
- 23rd April – St George's Day – red and white
- 28th April – Workers Memorial Day – red
- 1st May – May Day/ International Workers Day – red
- 4th May – Firefighters memorial day – red
- June – Armed Forces Week – red, white and blue
- June – LGBTQ+ Pride Month – red, orange, yellow, green, purple, blue
- 24th June for St John Ambulance – green
- 3rd September – Merchant Navy Day – red, white and blue
- 15th September – Battle of Britain – red, white and blue
- October – The Queen's Green Canopy tree planting day – green

56. **TO CONSIDER PROCEDURES FOR THE LIGHTING UP OF THE TOWN HALL FAÇADE (cont)**

- November – Remembrance events (various, to include Armistice Day and Remembrance Sunday) – red
- December – Yuletide / Christmas period
- 20th December (Ted’s birthday) – Teddy 20 Supporting Children with Cancer – red, white and blue
- Any relevant NHS anniversaries or events – blue
- Preetz and Mortain twinning recognition days

This will be publicised on social media channels to inform the public of the reasoning behind the colours.

Councillors will be consulted should there be a request that the Town Clerk is not certain of.

ACTION: TOWN CLERK

57. **TO RESPOND TO THE SURVEY ON THE TOWN AND PARISH COUNCIL MEMBERS ALLOWANCES REVIEW**

The paper was noted (see Appendix E).

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

The Town Council approves the submission of the draft survey circulated to Councillors prior to the meeting.

ACTION: TOWN CLERK

58. **TO CONSIDER A LEASE FOR THE BLANDFORD RUGBY FOOTBALL CLUB AT LARKSMEAD**

The paper was noted (see Appendix F).

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr Cross and AGREED unanimously that

The Town Council wishes to enter into a lease with the Blandford Rugby Football Club and delegates authority to the Recreation & Amenities Committee.

Councillors were concerned that public access is maintained to the kickabout area within the fencing and that the area covered by the lease focuses on the pavilion and pitches.

ACTION: TOWN CLERK

59. **TO CONSIDER PROPOSING MOTIONS FOR THE DORSET ASSOCIATION OF PARISH & TOWN COUNCILS (DAPTC) AGM**

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr Osborne and AGREED unanimously that

The Town Council requests that, with the new Code of Conduct in place which is considered to be lacking in means of enforcement, the government continues to be lobbied for stronger penalties should Councillors breach the Code of Conduct.

ACTION: TOWN CLERK

60. TO CONSIDER A REQUEST FOR FINANCIAL SUPPORT FOR THE MAYOR'S FUN DAY COMMUNITY EVENT ON 21ST AUGUST 2021 AT THE CROWN MEADOWS

It was PROPOSED by Cllr White, SECONDED by Cllr Lacey-Clarke and AGREED (9 in favour, 2 abstentions) that

The Town Council authorises expenditure of up to £1,000 using funds from the Tourism budget line to contribute towards the community event with payments to be made on production of proof of purchase/costs and the council's logo will be displayed on the promotional flyers/posters (Expenditure Authority: Localism Act 2011 s1-8).

ACTION: TOWN CLERK

61. TO RECEIVE AN UPDATE AND CONSIDER ANY REQUESTS FROM THE:

61.1 Neighbourhood Plan Working Group – Blandford +

Nothing to report.

61.2 BFTC Commemoration Group

'Blandford's contribution to WWII' will be on display on 11th September 2021, which Dr Michael le Bas has worked very hard towards.

61.3 Climate Change & Biodiversity

Cllr White noted that the action plan, worked on by Cllr Osborne had been used as a template by other councils in Dorset, which was praised at a DAPTC meeting.

61.4 Dorset Council Grant to support the Market Area Enhancement Project

Councillors discussed the possibility of having seating out and buskers in the Market Place during the summer to see how it is received but this was not put forward due to the timescale.

61.5 Community Governance Review Working Group

A working group meeting is scheduled for 26th July prior to the Planning meeting.

61.6 The Queen's Platinum Jubilee 2nd-5th June 2022

The first working group meeting has been held and events are proposed for the Jubilee weekend.

A tree will be planted for the Queen's Green Canopy from October, with the façade lit green that evening to raise awareness for the importance of tree planting and environmental/climate issues.

Cllr Stevens is talking with the Rangers about a location to plant 70 trees and install a commemorative bench.

62. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

Cllr Holmes mentioned that The Fashion Museum had been on the regional news, which had been well received.

63. CONFIDENTIAL

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

63. **CONFIDENTIAL (cont)**

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admission to Meetings) Act 1960.

63.1 To consider a nomination for Freeman of Blandford Forum (Stage 1)

It was PROPOSED by Cllr S Hitchings, SECONDED by Cllr Osborne but no vote was taken to consider other levels of awards during the review of the Standing Orders working group.

It was PROPOSED by Cllr Carter, SECONDED by Cllr Cross but NOT AGREED (2 in favour, 5 against, 4 abstentions) that the nomination proceeds to the second stage of the procedure.

ACTION: TOWN CLERK

The meeting closed at 9:44pm.

SIGNED

DATED