

BLANDFORD FORUM TOWN COUNCIL
Minutes of the Town & General Purposes Committee
Held on Monday 16th November 2020 at 7.00pm online using Microsoft Teams

DRAFT
Subject to confirmation

PRESENT

Cllr H Mieville – Chairman	Cllr R Holmes – Vice Chairman
Cllr L Lindsay – Chairman of Council	Cllr L Hitchings – Vice Chairman of Council
Cllr A Cross	Cllr C Stevens
Cllr B Quayle	Cllr P Osborne
Cllr P Clark – arrived at 7.02pm	

IN ATTENDANCE

Town Clerk	Assistant Town Clerk
Nic Nicol – Town Team	Nicci Brown – Press

SITTING IN

Cllr S Hitchings

22. PUBLIC SESSION

22.1 Cllr Holmes spoke about Salisbury Street and said that she welcomed the installation of the bollards on the right-hand side, however now cars and lorries are parking on the left-hand side. Cllr Holmes enquired whether something can be done to the left-hand side. Cllr Quayle responded that the bollards were installed for social distancing and they might not be in situ forever.

23. APOLOGIES

None

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

None had been submitted.

25. MINUTES OF THE MEETING HELD ON 12TH OCTOBER 2020

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr C Stevens and AGREED unanimously that the Minutes be APPROVED and SIGNED. The minutes will be signed at the earliest opportunity.

26. TOWN CLERK'S REPORT AND CORRESPONDENCE

The paper was noted (see Appendix A).

26.1 Dog related Public Spaces Protection Order for Dorset Council – The new order will come into force on 1st January 2021 and will be valid for three years. Dorset Council have requested for the new order to be publicised, which we will do in all our notice boards. For clarity the Order is in parts

- Clearance of fouling
- Exclusion from certain identified areas
- Dogs on leads in certain identified areas whether generically identified or by name
- And dogs on leads as directed by an authorised officer.

26. TOWN CLERK'S REPORT AND CORRESPONDENCE (CONT.)

Currently the Dorset Council's Dog Warden Service undertakes dog related and animal welfare licensing work across Dorset. They currently have 4.5 FTE Officers. Whilst they will endeavour to undertake patrols in known hot spot locations – data of which can only be accumulated over time, the physical effect of the number of officers means they cannot be at every location all of the time. With this in mind Parish and Town Councils could employ suitably qualified and competent officers to be authorised by Dorset Council to serve Fixed Penalty Notices. The Dorset Council have the intention in the coming year to schedule a one day course by a DEFRA qualified trainer in this area of work, and would appreciate an indication of interest and possible officer numbers that could take the course. There are a number of Parish and Town Councils that employ officers for this task either as a part time enforcement officer or as apart of other duties.

The Town Council has ordered new signs from the Dorset Council, to display in all play areas, the skate park, Woodhouse Gardens, Park Road and Larksmead Recreation Ground, Langton Kick About Area and the churchyard.

- 26.2 Calendars – The calendars for 2021, raising funds for the Mayor's Charity – The Community Kitchen, have now sold out. The Chairman congratulated the Assistant Town Clerk for all her hard work with this.

27. GENERAL UPDATES FROM:

27.1 Blandford Business Support Group

Not in attendance.

27.2 Blandford Police

Not in attendance.

A discussion was held about whether to request police attendance only every second meeting. However, it was decided that - given the large amount of time between meetings - the police should always attend if they are available.

27.3 Market Manager

The paper was noted (see Appendix B).

27.4 Town Team

Nic Nicol reported that the Town Team website is now sponsored by the Blandford Business Support Group, with a small grant being received to cover advertising. The group have changed their Public Liability Insurer to cover for public activities. The group is pleased to be closely involved with the Town Centre Enhancement Working Group. The next meeting is on 26th November.

27.5 Parking Review Working Group

Cllr Quayle confirmed that the parking review is completed, and recommendations have been presented to both the Dorset Council and the Town Council. Further recommendations have now been made by other groups and these need to be tied up with the parking review. There will not be an update until there is a steer from the Town Centre Enhancement Group on how they want to move forward. The position might be contradictory to the recommendations from the parking review. However, there needs to be a joined up view from the Parking Review Group and the Town Centre Enhancement Group so this can be taken forward, which Cllr Quayle is ready to do.

Cllr L Hitchings enquired if the Town Council can vote on the recommendations from the parking review. Cllr Quayle responded saying that there was a vote, and the vote went ahead to take the recommendations forward. It was confirmed that there was no vote from the Town Council, and that the vote was only taken by the Steering Group.

28. DORSET COUNCIL HIGHWAYS

No items were discussed.

29. REVIEW OF TOWN & GENERAL PURPOSES BUDGETS TO 28TH OCTOBER 2020

29.1 Analytical Review of Revenue Budget

The paper was noted (see Appendix C).

29.2 Review of Earmarked Reserves

The paper was noted (see Appendix D).

29.3 Reserve Accounts

The paper was noted (see Appendix E).

Cllr L Hitchings reminded Councillors that it was previously agreed that budget line 1340 CCTV Replacement Fund is changed to 1340 CCTV/ANPR Replacement Fund. The RFO will change the naming of this budget line.

ACTION: TOWN CLERK

30. TO AGREE THE FREE PARKING DAYS FOR ALL DORSET COUNCIL CAR PARKS IN BLANDFORD FORUM FOR 2021

The paper was noted (see Appendix F).

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

The Committee requests the following free parking days for 2021.

**Easter Saturday – 4th April
May Bank Holiday – Georgian Fayre 3rd May
Small Business Saturday – 4th December (date tbc)
Thursday 16th December
Wednesday 22nd December
Friday 24th December**

ACTION: TOWN CLERK

31. CONSIDERATION OF THE PROPOSED BUDGET FOR THE YEAR 2021/22 AND RECOMMENDATION TO TOWN COUNCIL

The Chairman decided to take the vote on agenda item 10.1, 10.2 and 10.3 together.

31.1 Revenue Budget, Earmarked Reserves and Reserve Accounts

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Lindsay and AGREED (8 in favour, 1 abstention) that a **RECOMMENDATION is made to the Finance & Staffing Committee that**

The Town & General Purposes Committee Revenue, Earmarked Reserves and Reserve Accounts budgets are approved for the 2021/2022 financial year. Budget line 1175 will be renamed to CCTV/ANPR New Equipment.

ACTION: FINANCE & STAFFING COMMITTEE

The meeting closed at 8:15pm.

SIGNED: **DATED:**