

BLANDFORD FORUM TOWN COUNCIL
Minutes of the Town Council Meeting
Held on Monday 18th October 2021 at 7:06 pm in the Corn Exchange

DRAFT
Subject to confirmation

PRESENT

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

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

IN ATTENDANCE

Town Clerk

Operations Manager

IN ATTENDANCE VIA MICROSOFT TEAMS

Nicci Brown – Press

80. PUBLIC SESSION

- 80.1 The Chairman invited Cllr White to lead the council in a one minute's silence in memory of Sir David Amess MP.
- 80.2 The Chairman welcomed The Blandford School student, Kyle Haines to the meeting.
- 80.3 Cllr Cross reported that he had attended an interesting seminar on the Blandford Riot of 1831. If Councillors wish to find out more, they can contact Cllr Cross as he has various information available.
- 80.4 The Chairman informed council that Cllr Cross won the competition, guessing Cllr L Hitchings' baby's weight. Cllr Cross was presented with £20 prior to the start of the meeting, which he promptly returned to Cllr L Hitchings as a donation to his Mayor's Charity.
- 80.5 The Chairman reminded Councillors that tickets are available for the Proms night he is organising in the Corn Exchange.

81. REPORT FROM DORSET COUNCIL COUNCILLORS

Cllr Quayle gave the report this month.

- 81.1 BT would like to carry out repairs, which could impact on the slab replacement programme. Since the 4th October the scheme has been amended, with removal of the one way system on West Street amongst other changes. These will result in the project taking longer, but working better for residents, businesses and visitors.
- 81.2 Cllr Cherry Brooks, who attended a meeting on the market area enhancement, will move from Lead Member for Highways to Lead Member for Care (Adult Social Care and Health) and Cllr Simon Gibson will move from Lead Member for Care to Lead Member for Highways (Highways, Travel and Environment).
- 81.3 The Dorset Council has been awarded grant funding to build around 200 homes, although these will not be located in Blandford Forum.

81. REPORT FROM DORSET COUNCIL COUNCILLORS (cont)

- 81.4 Katie Charles has been appointed as the headteacher at the new school which is part of the Dorset Centre of Excellence project which is taking shape on the former St Mary's School site in Shaftesbury. The site is in its development phase with facilities being created to improve the lives of Dorset children with SEND, and to reduce future costs.
- 81.5 Servicing work will close the A35, which may affect residents during 1-5 November with the roundabout at Bere Regis being closed for maintenance.
- 81.6 The Dorset Council has been awarded the Green Flag for six of its sites.
- 81.7 On 11th October 140m of gas works are taking place from Blandford towards Charlton Marshall, which is expected to last three weeks.
- 81.8 The railway has been used for the laying of fibre broadband by Wessex Internet.
- 81.9 The Rangers intend on introducing a pathway to the Milldown to make it more accessible for users.
- 81.10 The Dorset Council has carried out some work at Downside Close, which was raised by Cllr Cross.

7:23pm – Cllr Holmes left the meeting due to a personal emergency.

- 81.11 Cllrs Quayle and Lacey-Clarke have reported the insurance issue at the Blandford Group Practice to the CQC to investigate the matter further. Cllr Mieville asked about the procedures in place at the surgery to avoid this happening again, which Cllrs Quayle and Lacey-Clarke responded to and Cllr White reminded members that the practice is run as a private business.

82. APOLOGIES

Cllr J Stayt

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

Cllrs Lacey-Clarke and Quayle declared an interest in the Community Governance agenda item as they will also be required to vote on the matter at Dorset Council level.

84. MINUTES OF THE:

84.1 Special Town Council Co-option Meeting held on 27th September 2021

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Mieville and AGREED (12 in favour, 1 abstention, 1 non-vote) that the Minutes be APPROVED and SIGNED.

84.2 Town Council Meeting held on 27th September 2021

It was PROPOSED by Cllr Quayle, SECONDED by Cllr White and AGREED (13 in favour, 1 abstention) that the Minutes be APPROVED and SIGNED.

85. TOWN CLERK'S REPORT & CORRESPONDENCE

The paper was noted (see Appendix A).

85. TOWN CLERK'S REPORT & CORRESPONDENCE (cont)

- 85.1 Thank You – A Thank You letter has been received from Buckingham Palace for the sympathy card sent by the Town Council on the death of The Duke of Edinburgh. The letter read: *The Queen has asked me to thank you for your thoughtful message of sympathy, sent on the death of Her Majesty's beloved husband The Duke of Edinburgh. The Queen has been touched by the messages she has received and is most grateful for your kind words.*
- 85.2 ESET Renewal Licenses – Nine licenses were renewed for a period of three years for £345.78 (seven for staff laptops, one server and one for the CCTV server).
- 85.3 IOSH Training – The Town Clerk, Operations Manager and the Grounds & Property Supervisor have all attended IOSH training sessions in the last fortnight on Leading Safely and Managing Safely. These are essential health and safety courses to ensure we are receiving refresher training and keeping up to date with legislation and case law.
- 85.4 Register of Interests – The Town Clerk has set up the email addresses for all Councillors on the Dorset Council website, so Councillors are able to log on and register their interests. This will be managed online from now on and the deadline for Councillors to complete the process is 31st October 2021.
- 85.5 Old Bath House – The Town Clerk has written to the owners of the Old Bank House, and now the Old Bath House too, for permission to locate the schools' trees in the Old Bath House during the festive period as part of the church's Christmas tree trail. They have agreed to the request and council staff will provide access to the schools/church.
- 85.6 Newsletter – The newsletter for Remembrance and Christmas events has been sent to the printers and will be delivered by the Royal Mail at the beginning of November. It also refers to dog waste, the calendar for 2022 and grant applications.
- 85.7 Skate Park Funding – The Dorset Council invited clerks to apply for government funding via DC with projects that were ready to go. The Town Clerk sent details of the skate park project at £31,892.15, which was due to start at the time of submission, and we have now heard that it was approved and an invoice has been sent to DC for payment.
- 85.8 Company Acquisitions – Ellis Whittam has become Worknest and G3 has become Prime & Modern Limited. We have been assured that the service we are accustomed to will continue.
- 85.9 Presentation to School – The Town Clerk gave a presentation to Year 12 students at The Blandford School on Thursday, giving an introduction to the Town Council, its governance, services and facilities. The last slide covered the Youth Advisor role and a student has come along this evening to see how it works.
- 85.10 FILCA – The Society of Local Council Clerks introduced a new qualification on 11th October entitled 'Financial Introduction to Local Council Administration'. It is a Level 2, online sector specific learning tool to support new Responsible Financial Officers (RFO's) in England (or officers who have a financial element to their job role). The Town Clerk completed the five modules of the course on Friday and the Chairman noted his congratulations.
- 85.11 New Flags – Two new replacement flags have been ordered in time for Remembrance – Union Flag and St George's Cross – to be flown from the Town Hall.

85. TOWN CLERK'S REPORT & CORRESPONDENCE (cont)

- 85.12 Toilets/TIC – A meeting was held between the Town Clerk and the developer about the development at West Street/Marsh & Ham car park. It is suggested that the council holds a discussion meeting to clarify what they would like to see and the need for the facilities. This will be arranged once the position with the Dorset Council is confirmed.
- 85.13 Remembrance – The civic protocol has been updated and distributed to Councillors for information.

86. CIVIC REPORT

The paper was sent to Councillors via email (Appendix B).

87. RECOMMENDATIONS AND RECEIPT OF MINUTES

87.1 Town & General Purposes Committee Meeting held on Monday 11th October 2021

87.1.1 The Minutes were RECEIVED.

88. TO RECEIVE THE APPROVED EXTERNAL AUDITOR'S REPORT FOR 2020/21

The paper was noted (see Appendix C).

Cllr White commended the Town Clerk and her team on achieving a clear external audit, with no recommendations, and achieving the FILCA.

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

The Town Council receives and notes the External Auditor's report for the 2020/21 financial year.

ACTION: TOWN CLERK

89. TO CONSIDER RESPONDING TO THE DORSET COUNCIL CONSULTATION ON THE RIGHTS OF WAY IMPROVEMENT PLAN 2022-2032

The paper was noted (see Appendix D).

The Town Council noted the consultation and will respond as individuals due to the nature of the questions and the Town Clerk was asked to resend the link to all councillors.

ACTION: TOWN CLERK

90. TO RECEIVE FEEDBACK FROM BREAKTHROUGH COMMUNICATIONS ON THE TOWN COUNCIL'S SOCIAL MEDIA CHANNELS

Councillors noted the report (see Appendix E).

ACTION: TOWN CLERK

91. TO CONSIDER RESOLUTIONS FROM DAPTC FOR THE ANNUAL GENERAL MEETING (AWAITING RECEIPT OF THE RESOLUTIONS)

The motions have not yet been received and this item has therefore been deferred to a future meeting.

ACTION: TOWN CLERK

Post Meeting Note: The DAPTC has confirmed that the motions will be distributed later this week.

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

92.1 Neighbourhood Plan Monitoring Group – Blandford +

Cllr Carter advised that no update was required at this time.

92.2 BFTC Commemoration Group

Cllr Carter informed the council that the group is in discussions with the RBL about a new exhibition.

92.3 Climate Change & Biodiversity

Cllr Osborne updated the council on the last working group meeting, which was the first one to be held since March 2020, and activities carried out since then. The next phase of the work will be community engagement.

92.4 Dorset Council Grant to support the Market Area Enhancement Project

Cllr Stevens suggested that it is unlikely that progress will be made before the end of the year and hopes to hold a meeting in January.

92.5 Community Governance Review Working Group

The paper was noted (see Appendix F).

Cllr Carter advised Councillors that the skate park being located in Blandford St Mary should be included in the submission, which was suggested following the report being circulated to councillors.

Councillors discussed the importance of talking to surrounding parishes.

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr White and AGREED (12 in favour, 1 against, 1 abstention) that

The Town Council accepts the recommendations from the working group (detailed at Appendix F) and includes consultation with the surrounding parishes when appropriate and requests the Dorset Council to chair and assist with the local conversation. A private meeting to discuss these ideas is welcomed.

ACTION: TOWN CLERK

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

Cllr Stevens updated members that an event will be held on each day of the special Bank Holiday weekend and a meeting is being held

93. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

93.1 Cllr Mieville updated the council on the work of the Clean Up Blandford Campaign.

93.2 Cllr Lacey-Clarke advised that he has not yet received an invitation to the Foundation Governors meetings and the Town Clerk confirmed that this had been passed on.

The meeting closed at 8:22 pm.

SIGNED

DATED