



BLANDFORD FORUM TOWN COUNCIL

To: All Town Councillors
Members of the Public & the Press

Dorset Council Councillors

Dear Member

TOWN & GENERAL PURPOSES COMMITTEE

You are summoned to attend a meeting of the Town & General Purposes Committee which will be held **online** using Microsoft Teams on **Monday 29th June 2020 at 7.00pm** to consider the following items.

Linda Scott-Giles
Town Clerk
23rd June 2020

A G E N D A

This meeting will be held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came in to force on 4th April 2020. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

Members of the public are invited to join the meeting by [clicking here](#). If, as a member of the public, you wish to speak in the Public Session, please notify the Town Clerk prior to the meeting via admin@blandfordforum-tc.gov.uk or 01258 489490.

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.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

1. Public Session
 - 1.1 Dilys Gartside - To receive a presentation about the proposed change in traffic flow in the town centre ([paper attached](#))
 - 1.2 Hugo Mieville – Decision by the Pharmaceutical Services Regulation Committee on pharmacy provision in the town
2. Apologies
3. To receive any Declarations of Interest and Requests for Dispensations
4. Minutes of the Meeting held on 9th March 2020 ([accessible here](#) and to be signed by the Chairman at the earliest opportunity)
5. Town Clerk's Report & Correspondence
6. General Updates from:
 - 6.1 Blandford Business Support Group
 - 6.2 Blandford Police
 - 6.3 Market Manager ([paper attached](#))
 - 6.4 Town Team
 - 6.4.1 To respond to the presentation received and consider supporting the Town Team in their bid to improve cycling and pedestrian access ([paper attached](#))
 - 6.5 Parking Review Working Group

7. Dorset Council Highways
 - 7.1 To consider the remaining two free parking days ([paper attached](#))
8. Review of Town & General Purposes budgets to 9th June 2020
 - 8.1 Analytical Review of Revenue Budget ([paper attached](#))
 - 8.2 Review of Earmarked Reserves ([paper attached](#))
 - 8.3 Reserve Accounts ([paper attached](#))

DATES OF FUTURE MEETINGS

6 th July	Town Council Meeting
27 th July	Planning Meeting

Minutes of the Town Council and Committee meetings are available from Blandford Library, the Town Clerk's Office and online at 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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ENVISAGE a PLACE for PEOPLE

to LIVE WORK and VISIT

by

Dilys Gartside

cycling instructor, campaigner, local councillor, former solicitor

TOWN'S ASSETS

- peripheral bypass with FIVE access points to town
- compact town centre with a wide and level east-west main street
- good car parking provision on edge of town
- buildings of beauty and historic interest
- independent shops, market stalls and supermarkets within town
- side lanes and alleyways provide walking connectivity
- south-facing wide market place ideal for outside seating and eating
- nearby access to River Stour, its meadows and wildlife
- North Dorset Trailway enables active travel into town from outside areas

CURRENT PROBLEMS

- Town dominated by through traffic and parked vehicles
- Air polluted by motor traffic deters footfall and spending
- Narrow pavements make social distancing impossible
- Cyclists into and within town are made unwelcome
- Cycling infrastructure unhelpful
- Hilly streets need seating
- Market Place overrun by motor vehicles
- Bus stops lack queueing space, cover and block shops
- Access to River Stour and meadows not obvious

and . . . the SOLUTION ?

- Go Dutch: no through motor traffic uses bypass entries to access town quarters
- Less motors encourage active travel = footfall, peace, space, air quality
- 20mph speed limit
- CARROT must be bigger than stick !
- 550 car park spaces at:
Marsh & Ham, Langton, Stour Meadows, Station Court, Milldown,
Sheepmarket Hill, Tabernacle, Church Ln, Eagle House Gdns, Park Road?
- X8A bus to run frequently as a cheap hop
- Car park charges to subsidise X8A

SO.. HOW TO ACHIEVE THIS ?



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Damory Street

Revert to two way traffic

Remove pinch point islands
and downhill cycle lane used
as parking refuge

To become inner ring road
and discourage back street
rat run

Keep right turn into
The Close to Sheepmarket
Hill and The Plocks





EAST STREET



east street going west

Heavily parked, often illegally

East Street through Market Place to West Street: revert to Two way for buses cycles taxis delivery vehicles and access only to East St

No Entry at Damory St to all other traffic which turns right up Damory St to Salisbury Rd to bypass or left into The Close

South pavement to be widened, incorporating Taxi rank 8xbay at east end, giving flush visible carriageway line into town



Market Place

Sheepmarket Hill to Salisbury St

Level surface shared space remove narrow pavements and kerbs widens people space using textured /coloured/ paving

Bus stops westbound move to south side of wide Market Place

Bus stops eastbound move to Market Place

Junctions with Sheepmarket Hill and Church Lane NO ENTRY or EXIT to motor vehicles avoids inner ring road creation

Removing motor traffic here will enhance and protect St Peter and St Paul's Church building and as a venue for concerts



salisbury street

Market Place to The Plocks

Level surface shared space; remove narrow pavements and kerbs; widens people space using textured /coloured/ paving

To remain Northbound Access Only to:

Bryanston St

Shorts Lane

this stretch of Salisbury St
emergency vehicles

BUT two way for non-motorised traffic



The Close to The Plocks

- One way traffic westbound only, gives access to :
 - Parish Centre, Library, Post Office
 - Dorset St, Orchard St, North Pl, Field Oak
 - Sheepmarket Hill
 - Church Lane

exiting right onto Salisbury Street

- No motor exit onto Market Place/ East Street.
- Parking : for residents, disabled plus some short stay (30mins)
on Tabernacle, Sheepmarket Hill, Church Lane
- Taxi rank relocation to East St enables entry/exit from The Plocks

whitecliffe mill street

(and Eagle House Gdns)

Two way traffic allowing vehicle access from Milldown to Eagle House Gdns, Portman Pl, and Parklands but

No Motor Entry beyond Parklands making Bryanston St one way westbound

No Entry to motors immediately north of Bryanston St with wide access for pedestrians and non-motor vehicles onto Salisbury St

20mph recognising high volume of vulnerable residents and visitors to doctor surgeries, church premises and becoming main cycle route

On street parking removed and west pavement widened 0.5m to provide walking route to schools and hospital



Whitecliff Mill St - Park Rd - Milldown Rd junction

Right turn allowed from Milldown Rd to Whitecliff Mill Street for access and egress to Whitecliff Mill St and Eagle House Gdns as far as Parklands

Whitecliff Mill St to be the main cycle access route to and from The Trailway into town, via an existing 20mph Milldown Rd onto a new 20mph 'No Motor Vehicles except for Access' Whitecliff Mill St, gentle incline and wide enough to encourage cycling

This junction to be converted to an **'implied roundabout'** which is not a roundabout thus no signage/ street furniture and suitable when restricted space but has the effect of slowing traffic by uncertainty



‘implied roundabout’

This photo shows one installed 2017 in Bodmin near the end of popular Camel cycle Trail thus heavily used by motorists, cyclists and pedestrians. After three years, it is hailed a success.

Watch the Video :

<https://www.facebook.com/bbcspotlight/videos/is-it-a-roundabout-or-is-it-a-junction-people-in-bodmin-have-labelled-this-part-/1735181809880643/>



park road

Remove on-street parking outside Forum Centre and Recreation Ground

Better use of Rec car park?

Park Rd to remain one way southeast bound for all vehicles but adding a northwest bound contraflow route for buses to access schools and hospital avoid increased pollution of congested Hedderington Dr and Jubilee Way

This bus route will require widening of Park Road's southern end by removing on-street parking at the narrowest part and perhaps convert wide grass verge to provide inset parking bays if essential for residents



WEST STREET

With access to River Mews, West Street becomes No Motor Entry except Buses and Access to Salisbury St/ Bryanston St

It is difficult to ban access from here to Eagle House Gdns though it should be more convenient to enter (and exit) from the north as slower from the south due to pedestrianisation and narrow Bryanston St.

Delivery lorries and taxis to be encouraged to enter town from East St and exit by West St.

Widen east pavement improving pedestrian access from Marsh & Ham carpark and remove on street parking from west side



Cycling into town

Cycling into town from north leaves much to be desired

A hazardous mountain pass up to Milldown with barrier and steps for the super fit solo unladen cyclist
or

continue the busiest part of Trailway through Station carpark onto west side of town suitable for M&S cycling south to Wimborne
BUT NOT for town centre !



Cycle Access to/ fro Trailway

Opposite Milldown's mountain pass, a level footpath leads directly to bridge over Trailway into housing estate

This path to be upgraded and widened to shared use (benches moved to the other side of path) to provide a cycle route for all abilities and bike types.



Cycle access from Milldown

The cyclepath to continue across road (markings to alert all users) to widened right fork shared use path leading to Zebra crossing. Zebra becomes a Toucan.

Tree-root free and thus a robust surface unlike left fork.

Safer cyclist route than housing estate road with its blind hill junction, avoids school entrance by joining Milldown Rd where visibility good



Cycle Access via Milldown Rd

Remove pinch points.
Cycle bypasses too narrow and
blocked by parked cars. Extend
double yellow lines both sides from
Milldown to Whitecliffe Mill St.

Install mandatory cycle lane (solid
white line) on southbound
carriageway and advisory lane
(broken white line which can be
entered by motors but not parked)
on northbound carriageway -
replaces traffic calming -
add cycle slipway to Toucan for
turning right to Milldown/Trailway.



Blandford Forum Market Update June 2020

We are now in the second week of re-opening the Street Market. Our traders are generally positive, and I am trying to rebuild it with a few traders being reluctant to start. Those who are reluctant generally have reasons due to shielding family members or self-isolating. I have been in touch with all our traders throughout the pandemic and they all intend to return. Indoor traders have been given the option to trade outside. One indoor trader has taken this option but will only do so if the weather is fine. I am hoping this will increase over the coming weeks.

On 6th June we let seven pitches to six traders and on the 11th June that number reduced by one (six pitches to five traders). The weather forecast was terrible for 11th June which put off the Bric a Brac stall. I was expecting more traders.

Saturdays remain difficult to fill but we have gained Fruit & Veg with Stuart Pearce (butcher) who will be trading on Thursdays and Saturdays. His stall looks great.

I have had some enquiries from new traders for both days, but I think that this is due to them being unsure about other markets starting up. I have tried to take advantage of this, and we may be able to get some of them to come to Blandford Forum in the near future.

I thought it may be useful for you to know some of the issues that our traders have had.

Food Stall in the Shambles. Alan was given the option to trade but declined due to shielding.

The clothes stall was left with a huge amount of stock (Spring collection) and then had issues with transport. They have now been able to get some Summer stock and resolve the transport issues. They have told me that they will return but they may have a smaller stall for a while. I am now expecting them on 18th June.

Vic on the plant stall is unable to get stock and will return as soon as he is able. Generally, the plant stock is reduced and large buyers (Supermarkets etc.) have been given priority. Most of Vic's stock comes from the Netherlands and is bought from a supplier who delivers direct. These types of suppliers are unable to trade freely due to restrictions. The main plant season is over, and his next season depends on "bulbs being lifted" for the next rush.

Just three examples to show you the diversity of problems that market traders are facing.

I have kept in touch with many colleagues in the market industry and many of them are having huge problems due to lack of traders. Some markets have continued to charge rent. I know of one huge market in the north of England who have charged rent to all their traders throughout the crisis and now find that they have lost 40% of them. Their rationale for this charging was that the traders all had income from the Government and therefore should maintain their rent. The problem with this is that income paid to traders was based on their taxable income which is calculated after expenses have been deducted so to ask them to pay in my opinion was wrong. This market authority is now having to re-think their strategies.

I have done some research into what other markets are doing to help "kick start" their markets. Some are offering reduced or free rent; we have not done so but it may be worth considering if things do not improve.

I have produced a risk assessment for Coronavirus and assisted the traders with their own. This was done using Government guidelines for retail and adapted for the market. I am working on another for the Indoor Market. This, I am hoping will be able to re-open in July.

I am still feeling positive and I have had many positive comments from people in Blandford Forum.

Andy Reynolds
Market Manager
11th June 2020

To consider the remaining two free parking days

Background

At the T&GP Committee meeting on 9th March 2020 the Committee resolved to request the following free car parking days from Dorset Council for the year 2020.

The Committee have reconsidered their free parking day requests and wish to submit the following five to Dorset Council for the year 2020;

- **8th and 9th May for VE Day**
- **4th December for Yuletide Festival**
- **5th December for Small Business Saturday**
- **12th December for Christmas Parking**

Detail of the Report

During Covid-19 the VE day celebrations had to be cancelled and therefore the free parking on 8th and 9th May was not required. The Dorset Council have agreed for the Town Council to use the two days on another date within 2020.

Recommendation

It is recommended that Councillors consider if they would like to set the two free parking days for 2020 and if so for which dates, or wait until further clarification on the current situation has been received.

Sybille Maddock
Assistant Town Clerk
24th March 2020

TOWN & GENERAL PURPOSES COMMITTEE					
Revenue Expenditure against Budget as at 9th June 2020					
N/L code		2020/21			
		Annual Budget	Budget to date	Actual to Date	Budget Variance
COSTS					
4711	Vandalism - General	100	25	0	(25)
4782	Vandalism (Tabernacle)	250	63	0	(63)
4785	Vandalism (M & H) Toilets	1,025	256	0	(256)
4786	Vandalism - Markets	0	0	0	0
5020	CCTV Maintenance	5,539	1,385	0	(1,385)
5050	CCTV Electric	250	63	28	(35)
5060	Grit Bin - Re-fill	528	132	0	(132)
5600	Street Market - Advertising	500	125	206	81
5601	Street Market - New Equipment	500	125	200	75
5602	Street Market - Equipment Maint	0	0	0	0
5603	Street Market - Health & Safety	0	0	0	0
5604	Markets - Telephone	131	33	0	(33)
5605	Street Market - DCC Parking Charges	11,275	2,819	0	(2,819)
5606	Street Markets - Rates	1,425	356	207	(149)
5607	Street Market -Printing & Stationery	0	0	0	0
6200	Planters (Planting & Signs)	4,801	1,200	1,533	333
6630	Toilets (Tabernacle)- Cleaning	870	218	0	(218)
6635	Toilets (Tabernacle)- Blg/Ground	250	63	0	(63)
6641	Toilets (Tabernacle) -Electric	272	68	43	(25)
6642	Toilets (Tabernacle) -Equip Maint	89	22	0	(22)
6643	Toilets (Tabernacle) -Equip Purchased	57	14	0	(14)
6644	Toilets (Tabernacle) -Health & Safety	59	15	0	(15)
6645	Toilets (Tabernacle) -Water	360	90	0	(90)
6646	Toilets (Tabernacle)- Rates	1,488	372	286	(86)
6650	Toilets - (M & H)- Cleaning	8,691	2,173	521	(1,652)
					Reduced cleaning due to Public toilets closed upto 22/05/20
6655	Toilets - (M & H) - Building Maint	1,258	315	0	(315)
6656	TIC - Building Maint	500	125	0	(125)
6657	Toilets - (M & H) - Rates	1,330	333	248	(85)
6660	Toilets- (M & H) - Electricity	1,948	487	594	107
6661	Toilets - (M & H) Water	2,175	544	275	(268)
	Total Costs	45,671	11,418	4,141	(7,276)
	SEE OVER FOR INCOME				

		2019/20				
		Annual Budget	Budget to date	Actual to Date	Budget Variance	
INCOME						
2900	Markets - Street Rent	14,000	3,500	30	(3,470)	Markets closed until 4th June
2810	Shambles / Craft Market Rent	6,136	1,534	167	(1,367)	Shambles Closed - Advance Payment
2820	Indoor Market Rent	5,643	1,411	0	(1,411)	Indoor Market Closed
3500	Toilet Income (M & H)	0	0	0	0	
3550	Tabernacle - Toilets	0	0	0	0	
3850	T & GP Income	0	0	0	0	
3900	Planter Sponsorship	1,000	250	1,841	1,591	Timing
	<i>Total Income</i>	26,779	6,695	2,038	-4,657	
	NET COST / (INCOME)	18,892	4,723	2,104	(2,619)	

Breakdown of Committed funds 2016/17		
(1)	Interpretation Boards at Langton & Marsh & Ham TIC Out & About booklet - T & GP 20/11/17 Min 43	250 341
(2)	Purchase of Christmas tree lights T & GP 04/03/19	383.33
		974

Agenda Item No. 8.3

Blandford Forum Town Council						
	Reserve Accounts as at 9th June 2020					
Nominal Code	Standard Asset Replacement Accruals	Responsible Committee	Balances	Committed Funds	Description of Committed Funds	
			£	£		
1300	IT	F & S	17,557.49			
1305	Skate park	R & A	80,369.58			
1310	General Play Equipment	R & A	65,938.06			
1315	Maintenance Equipment Replacement	R & A	8,583.94			
1320	Vehicle Replacement	R & A	13,668.00			
1325	Tractor Replacement	R & A	16,701.20			
1330	Mower Replacement	R & A	31,915.27			
1340	CCTV- Replacement Fund	T & GP	34,908.44	- 12,852.20	£12,852.20 CCTV Cameras	
1345	Benches	T/C	12,766.65			
1350	Glenmore Depot	R & A	8,955.10			
1351	B/Heights Play Equipment	R & A	9,568.00			
1352	B/Heights Maintenance Equipment Replacement	R & A	1,879.74			
				289,959.27		
	Earmarked Accounts					
	Recreation & Amenities Funds	R & A	956,836.90	- 26,836.83	£16,836.83 B/Heights Public Arts Works / £10000 WHG Roof	
	Town & General Purposes Committee	T & GP	42,973.45	- 974.33	£250 Interpretation board:Langton & Marsh / £341 TIC Out & About Booklet /£383.33 Christmas Lights for Street	
				971,999.19		
	Other Earmarked Accounts					
1001	Earmarked Interest	F & S	7,989.74	- 380.00	£380 Pointing work of WHG wall	
1002	Property Fund Dividend	F & S	6,743.94	- 1,392.00	£1392 - Path around Cricket Club	
1004						
1005	Election Costs	T/C	7,683.70			
1006	Youth Services	T/C	10,726.03			
1007	Woodhouse Gardens Wall Rebuild (Moved to R & A)	R & A	-			
1008	High Street Clean Up	F & S	-			
1009	BFTC Commemoration Group	T/C	350.50			
1010	Capital Interest	F & S	2,154.51			
1011	Land North of Bypass / Sport & Recreation	T/C	- 12,809.88	12,811.88	£4.11 Cricket Club Refurb S106 Monies / £4,608 Path around Cricket Club / -17,423.99 loan repayment	
1012	The Blandford Events Group	T/C	442.17			
1013	Neighbourhood Plan	T/C	3,800.39	- 300.39	Consultancy Fees	
1015	Support for Essential Services (Earmarked)	T/C	28,049.00			
1017	Woodhouse Garden Re-build	T/C	19,981.67			
1019	Old Bath House / St Peter & St Paul's Churchyard (Listed Wall & Town Pump	T & GP	52,764.49	- 4,242.00	£4,242 Town Pump Restoration	
1335	Civic Regalia	F & S	18,949.84			
1185	Pension Deficit	F & S	20,000.00	-		
1195	Improvements to Market Place	T/C	70,000.00	-		
1500	General Reserves	T/C	254,259.57	- 29,689.87	£2,121.25 C/Exch Maintenance / £1,597.80 Payroll /£2,932.22 Underspend from Grant Budget 2019/20 / £452 Underspend from Grant Budget 2018/19 / £18,699 Underspend from Project Manager Salary 2019/20 / £3,887.60 Extend Woodhouse Gardens	
				467,893.29		
	Capital Projects					
1104	Corn Exchange S106 Funds	T/C	82,909.40		£6,997.77 committed for Lift Installation - Donation from FOTF / £3665.70 Replacement Lantern Lights / £45,296.60 Architect Fees / £1609.60 Corn Exchange Roof / £19,402 Underspend of Salaries 2017/18 for project manager / £25,940 Underspend of Salaries for 2018/19 for Project Manager	
1105	Corn Exchange	T/C	539,123.51	- 102,911.67	Replacement of external notice boards	
1110	Corn Exchange Promotions Group	T/C	2,841.93			
1115	Corn Exchange Project Development	T/C	27,028.83			
1116	Corn Exchange HLF Stage 1 Matchfunding	T/C	74,879.97			
1120	Corn Exchange & Venues Refurbishment Project	T/C	79,000.00	-		
1122	Corn Exchange Community Hall S106 Funds	T/C	103,292.81			
1125	Cemetery Field Project	R & A	1,000.00	- 1,000.00	£1000 Statue Contingency	
1135	Railway Arches	T & GP	4,950.56	- 260.00	LEADER grant	
1175	CCTV - New Equipment	T & GP	11,661.40			
				822,516.74		
	Total Reserves			2,552,368.49		
	Surplus from 2019/20 as at 31/03/2020			113,175.81	Due to grants & S106 funds received in 2019/20	
	Total Available in Reserves			2,665,544.30		