



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 30th October 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
23rd October 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 25th September 2023](#)
6. [Town Clerk's Report & Correspondence](#)
7. Civic Report (paper to follow)
8. Recommendations and Receipt of Minutes
 - 8.1 Town & General Purposes Committee Meeting dated 9th October 2023
 - 8.3.1 Recommendations
 - 8.3.2 To Receive the MINUTES

9. [To receive the approved External Auditor's Report for 2022/23](#)
10. To consider responding to Dorset Council consultations:
 - 10.1 [Polling District, Polling Place and Polling Station Review](#)
 - 10.2 [Licensing Policy](#)
 - 10.3 [Gambling Policy](#)
11. [To consider supporting the Climate and Ecological Bill proposed by Zero Hour](#)
12. [To consider resolutions from DAPTC for the Annual General Meeting](#)
13. [Grant Application – Elizabeth Road Allotments](#)
14. [To consider feedback from the working group regarding a request from the Blandford Youth & Community Centre for a Service Level Agreement](#)
15. [To retrospectively approve expenditure for the 2023-24 annual support contract for ANPR](#)
16. To receive an update and consider any requests regarding the:
 - 16.1 Neighbourhood Plan Working Group – Blandford +
 - 16.2 BFTC Commemoration Group
 - 16.3 Climate Change & Biodiversity
 - 16.4 Dorset Council Grant to support the Market Area Enhancement Project
 - 16.4.1 [To consider recommendations from the working group](#)
17. 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)

DATES OF FUTURE ONLINE MEETINGS

5 th November	Royal British Legion Cemetery Service
6 th November	Planning Meeting
10 th November	Remembrance School Involvement at 10.30 at the churchyard
11 th November	Armistice Day 11am
12 th November	Remembrance Sunday Parade & Church service 2.30pm

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

Twinned with Preetz, Germany



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



Twinned with Mortain, France



**Tel: 01258 454500 • Fax: 01258 454432
Email: admin@blandfordforum-tc.gov.uk
www.blandfordforum-tc.gov.uk**

Town Clerk's Report & Correspondence

Bicycle Repair Station – A funding application has been submitted to The National Lottery for £1,500 as a contribution towards the unit and the installation.

Remembrance Civic Protocol – The civic protocol is being updated for this year's Remembrance Sunday outdoor service, parade and church service and will be shared with Councillors after the planning meeting taking place on 31st October 2023.

CiLCA – The Committee Clerk, Julie Wigg has passed the CiLCA qualification and is congratulated on this notable achievement.

Anaerobic Digestion Plant – Councillors and staff from the Town Council, and volunteers from the Blandford Community Fridge and Blandford Forum Food Bank, were taken on a tour of the Anaerobic Digestion Plant, which is run by Eco Sustainable Solutions Ltd in partnership with Dorset Council. Each year, around 40,000 tonnes of food waste is collected from the bins that sit in the majority of Dorset household kitchens. Anaerobic digestion, it was explained, is a biological process where food waste and other organic materials are broken down by micro-organisms in the absence of light and oxygen. The result, a nutrient-rich bio-fertiliser. Natural methane is harnessed to fuel engines, generating green power and heat. The plant has generated over 70,000mwhs of green electricity, which is enough to power 22,000 homes. The group was shown where the lorries back in to unload the food waste, and this facility is available 24 hours a day. From there it is slowly, over about 48 hours, moved towards the back of the hopper by a massive screw - all the time decomposing - and put into the machine. The waste is then moved along conveyor belts, being more mashed up, and a lot of plastic and bigger items are removed. From there it is put in pasteurisation tanks and kept at high temperature for 48 hours. It is then slowly passed into holding tanks and the larger items sink to the bottom, whilst the "soup" at the top is carefully fed into the main digester. This creates gas which has a portion syphoned off to go through on-site generators to make electricity for homes. The remainder of the gas is re-fed into the soup to stir it up and eventually the soup is moved to another tank to be given free of charge to farmers who spread it on their fields in the form of fertiliser/soil improver. This was a very informative visit and we were very grateful to Simon Hull, Commercial Manager from Eco Sustainable Solutions and Kirsten Juniper, Recycling Officer at Dorset Council.

Blandford Community Fridge – As a result of the above visit, Kirsten Juniper – Recycling Officer at Dorset Council and her colleague, Amanda Evans will be attending a Fridge session on Friday 27th October 2023.

Two meetings have been arranged with the Fridge volunteers in November, to discuss usage, Christmas opening, collections issues and capacity.

The Town Clerk nominated the volunteers for 'Team of the Year' at Volunteer Centre Dorset's Volunteer Celebration Evening, held in Dorchester. They were thrilled to be recognised for their efforts and [resented with a certificate. The four volunteers who attended the event were proud to represent all the volunteers of the Blandford Community Fridge and honoured to receive an award for the whole team.

Poppy Appeal Donations – The Chairman of the Blandford Branch of the RBL, Terry Clarkson has written to the Town Council to thank it for the recent donation made to the Poppy Appeal in exchange for the wreaths, large poppies and crosses.

To receive the approved External Auditor's Report for 2022/23

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Blandford Forum Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

19/06/2023

and recorded as minute reference:

45.3

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

H.A. Mienly

Clerk

[Signature]

www.blandfordforum-tc.gov.uk

Section 2 – Accounting Statements 2022/23 for

Blandford Forum Town Council

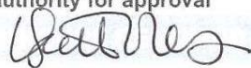
	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	RESTATED 1,233,643	1,397,541	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	792,183	803,241	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	170,587	1,237,010	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	461,022	451,355	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	337,850	1,544,116	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	RESTATED 1,397,541	1,442,321	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).

8. Total value of cash and short term investments	RESTATED 1,425,325	1,422,077	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	RESTATED 5,707,535	5,748,440	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

06/06/2023

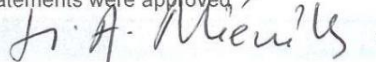
I confirm that these Accounting Statements were approved by this authority on this date:

19/06/2023

as recorded in minute reference:

45.4

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 3 – External Auditor's Report and Certificate 2022/23

In respect of

Blandford Forum Town Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

BDO LLP Southampton

External Auditor Signature

DocuSigned by:

BDO LLP

2BEB056D80974E4...

Date

28 September 2023

Annual Governance and Accountability Return 2022/23 Form 3
Local Councils, Internal Drainage Boards and other Smaller Authorities*

Page 6 of 6

Recommendation

This is an excellent response to the Town Council's audit and Councillors are asked to note and approve it.

Linda Scott-Giles
Town Clerk
26th October 2023

To consider responding to Dorset Council's Polling District, Polling Place and Polling Station Review

Information provided by Dorset Council

In accordance with the Electoral Registration and Administration Act 2013 all local authorities are required to complete a formal review of their parliamentary polling districts and polling places at least every five years. The purpose of the review is to ensure that all polling districts and polling places are, as far as possible, suitable and accessible to all voters. The last review of Polling District and Polling Places for Dorset Council took place in 2019. You can view the agenda and minutes of the full Council meeting on 21 November 2019 at

<https://moderngov.dorsetcouncil.gov.uk/ieListDocuments.aspx?Cld=153&Mld=237&Ver=4>

In Dorset, polling places are also considered annually following an election and in response to feedback and comments received from polling station staff, councillors, and electors. We have also recently undertaken a Council wide Community Governance Review which has led to changes to some of the boundaries which may, therefore, change where electors will cast their vote. Where possible, we try to minimise any disruption from elections within the community. For example, we try not to use schools to avoid any detrimental impact on children's education. Where schools are used it is the decision of the head-teacher whether the premises remains open or closes. Where a decision is taken to remain open, we endeavour to work with the school to minimise the impact on children's safety.

However, we also have to balance this with the need to ensure that all electors are able to cast their vote at an election as easily as possible. Thought must be given, for example, to the distance people have to travel to vote and any barriers to them getting there, such as major roads; whether the building has good access for wheelchair users or pushchairs; and whether it has parking spaces, for example. There are a large number of considerations and any final decision we make has to be a balance between all these factors.

Dorset Council will also ensure that applicants data is stored appropriately. See details of our Data Privacy and General Data Protection Regulation policy at: www.dorsetcouncil.gov.uk/your-council/about-your-council/data-protection/data-protection. You can view more information about the review of polling districts and polling places in Dorset on our website at www.dorsetcouncil.gov.uk/review-of-polling-districts-and-polling-places.

Additional Information

In the Football Club agreement with the Town Council, it states that the Club is not permitted to sublet the premises or pitch without the prior written approval of the Town Council. However, it is not felt that this use of the clubhouse would breach the terms of the agreement. The Operations Manager has checked with BUFC if they have been approached by Dorset Council and they confirmed they are aware and happy to host for this purpose.

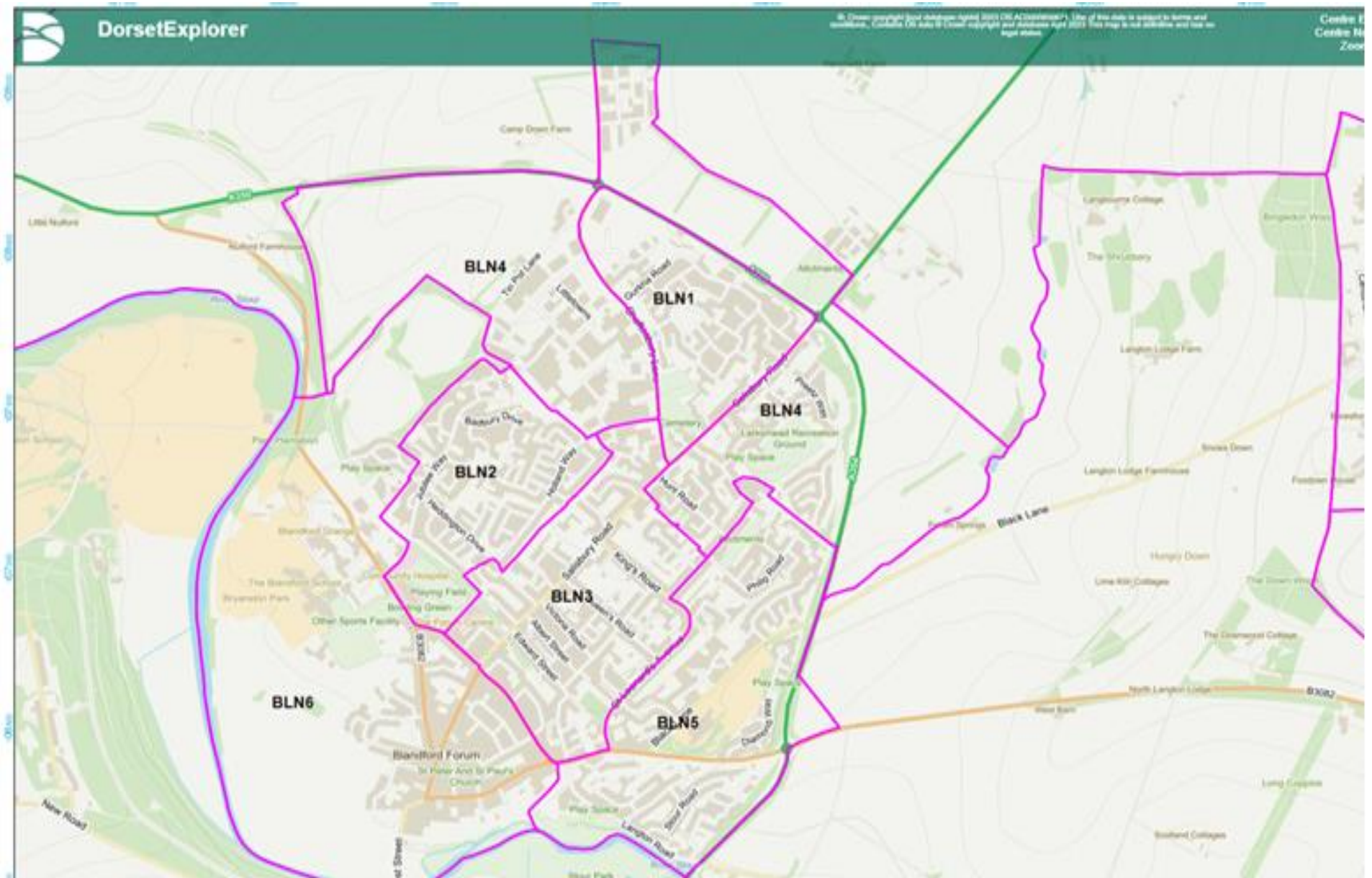
Recommendation

This information – along with the consultation questions – has also been distributed to Councillors to allow for time to consider the information, and Councillors are asked to consider if they wish to respond to the consultation.

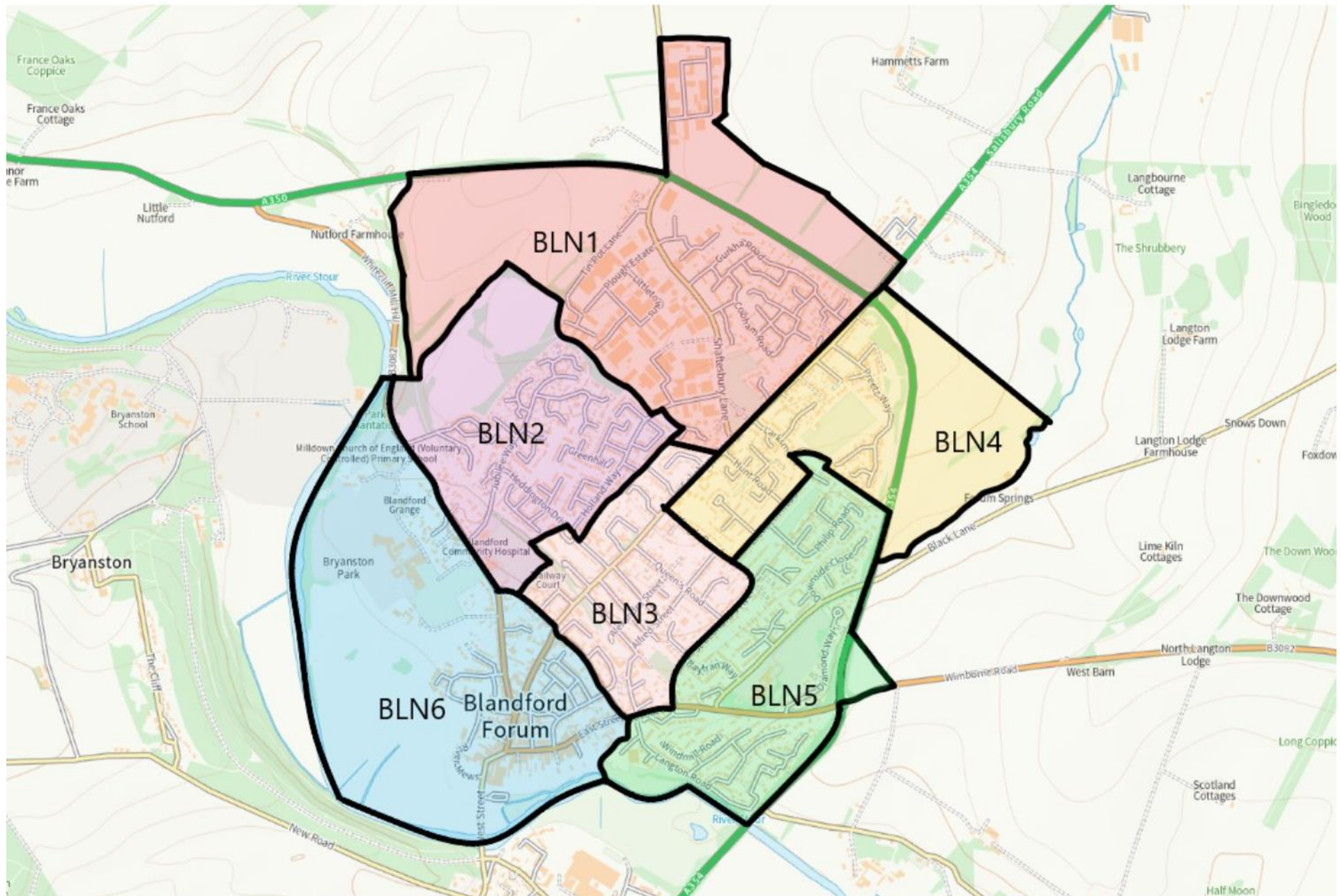
Linda Scott-Giles
Town Clerk
13th October 2023

Polling Station	Parliamentary Constituency	Polling Place	Polling District Code and Name	Parish (Parish Ward)	2023 current figures	2028 projected electorate		12 December Parliamentary Election 2019			Polling station staff / election staff comments	Acting Returning Officer Comments
					Electorate	Postal Voters		Number of electors assigned to station	Number of electors who voted	Percentage Turnout		
Larksmead Pavilion, Larksmead, Blandford Forum	North Dorset	Larksmead Pavilion, Larksmead, Blandford Forum	BLN1 - Blandford Badbury Heights	Blandford Forum (Blandford Badbury Heights)	882	110	882	882	579	65.7%	Accessible	no comment
	North Dorset		BLN4 - Blandford Hilltop	Blandford Forum (Blandford Hilltop)	699	105	699	699	459	65.7%		
Lavington House, Jubilee Way, Blandford Forum	North Dorset	Lavington House, Jubilee Way, Blandford Forum	BLN2 - Blandford Central	Blandford Forum (Blandford Central)	1336	186	1336	1198	811	67.7%	Not available. New station is accessible	Lavington House no longer available. Relocate to Blandford Football Club. Used in previous elections and no complaints received.
Blandford Community Centre, Heddington Drive, DT11 7TP	North Dorset	Blandford Community Centre, Heddington Drive, DT11 7TP	BLN3 - Blandford Central	Blandford Forum (Blandford Central)	1897	261	1897	1668	1066	67.7%	New Station is accessible	Unavailable. Relocate to Blandford Football club.
Adult Education Centre, Black Lane, DT11 8SW	North Dorset	Adult Education Centre, Black Lane, DT11 8SW	BLN5 - Blandford Langton St Leonards	Blandford Forum (Blandford Langton St Leonards)	1525	201	1525	1338	881	65.8%	Accessible	CRC4 also votes here.
Woodhouse Gardens Pavilion, The Tabernacle, DT11 7DN	North Dorset	Woodhouse Gardens Pavilion, The Tabernacle, DT11 7DN	BLN6 - Blandford Old Town	Blandford Forum (Blandford Old Town)	1588	218	1588	1463	852	58.2%	Accessible	no comment

Blandford Existing Districts



Blandford New Polling Districts



Licensing Policy

Received from Dorset Council:

Please find email below relating to our current consultation which runs to **9th November**.

Dorset Council - Licensing Policy (Cumulative Impact Area)

Consultation

The Council, as Licensing Authority under the Licensing Act 2003, is required to publish a Licensing Policy at least every five years. The purpose of the policy statement is to define how the Council will exercise its responsibilities under the Act: [Statement of Licensing Policy 2021-2026](#).

The Statutory Guidance issued under section 182 of the Licensing Act 2003 advises however that any Cumulative Impact Area (CIA) is reviewed every three years.

The Dorset Licensing Policy contains one Cumulative Impact Area in Weymouth Town Centre. Officers have reviewed the evidence base for the Weymouth Cumulative Impact Area and a report has been made for consideration.

Dorset Council is seeking your views on the proposal to retain the Weymouth Cumulative Impact Area. The draft proposal has been prepared by officers and has now been published for public consultation, for a period of 4 weeks, starting on 12 October and closing on **9th November** at midnight.

The draft proposal and consultation survey can be found by visiting
<https://consultation.dorsetcouncil.gov.uk/c-e/dorset-council-licensing-policy-consultation>

If you would like to receive a paper copy of the survey, policy, or access to any of the supporting documentation please get in touch with either myself or the Licensing Team;

Email: licensing@dorsetcouncil.gov.uk

Tel: [01305 838028](tel:01305838028)

Recommendation

This information has also been distributed to Councillors to allow for time to consider the information, and Councillors are asked to consider if they wish to respond to the consultation.

Linda Scott-Giles
Town Clerk
13th October 2023

Gambling Policy

Received from Dorset Council:

Dorset Council - Statement of Gambling Licensing Policy 2024-2027

Consultation

The Council, as Licensing Authority under the Gambling Act 2005, is required to publish a Statement of Gambling Licensing Policy at least every three years. The purpose of the policy statement is to define how the Council will exercise its responsibilities under the Act.

The draft policy has been prepared by officers and has now been published for public consultation, for a period of 4 weeks, starting on 12 October and closing on **9th November** at midnight.

The Statement of Gambling Licensing Policy sets out how the council will carry out its functions under the Gambling Act 2005 with a view to promoting the licensing objectives namely:

- Prevent gambling from being a source of crime and disorder, being associated with crime or disorder, or being used to support crime.
- Ensuring that gambling is conducted in a fair and open way.
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

Dorset Council is seeking your views on the draft policy. The draft policy and consultation survey can be found by visiting <https://consultation.dorsetcouncil.gov.uk/c-e/dorset-council-gambling-policy-consultation>

If you would like to receive a paper copy of the survey, draft policy, or access to any of the supporting documentation please get in touch with either myself or the Licensing Team;

Email: licensing@dorsetcouncil.gov.uk

Tel: [01305 838028](tel:01305838028)

Recommendation

This information has also been distributed to Councillors to allow for time to consider the information, and Councillors are asked to consider if they wish to respond to the consultation.

Linda Scott-Giles
Town Clerk
13th October 2023

To consider supporting the Climate and Ecology Bill proposed by Zero Hour

The following request has been received:

I'm writing on behalf of Zero Hour and seeking Blandford Forum Town Council support for the [Climate and Ecology Bill](#), which is due for its second reading on [24 November](#). We recognise that parish and town councils are influential organisations, with links to the local community, regional charities and civic bodies. Blandford Forum Town Council is on the front line when it comes to protecting the places and communities we love and cherish.

We are writing to ask your council to join the [168 parish & town councils](#) across the UK to support the [Climate and Ecology Bill](#) and add your voice to those organisations calling for joined-up action that provides an adequate, commensurate response to the emergency of our natural world, our parks, villages and towns, our landscapes and wildlife. We have a [draft motion](#), which you may find useful. If Blandford Forum Town Council is supportive, we are asking that after the motion is passed, Blandford Forum Town Council issues a press release that it has done so and writes and requests your MP(s) to also publicly support the CE Bill (*if they are one of the [130 that have already done so](#), please write and thank them for being supporters*).

The [Climate and Ecology Bill](#), if made law, would ensure that:

- The threat facing nature is tackled shoulder to shoulder with the climate crisis in a joined-up approach.
- The Paris Agreement is enshrined into law to ensure that the UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement - 1.5°C.
- The UK takes full responsibility for our entire greenhouse gas footprint by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume)
- The government deliver a climate and nature assembly that is representative of the UK population, working directly with the Government and Parliament to ensure that all voices are heard and that no one is left behind.

A member of Zero Hour, the campaign for the CE Bill would be happy to (virtually) attend a pre-Council meeting and answer questions about the proposed legislation if that would be helpful. More information about the CE Bill and supporting organisations can be found at <https://www.zerohour.uk/>; this [2-minute video](#) or a [15-minute presentation](#) may also prove useful. If you have any questions or require further information about the CE Bill, please do get in touch.

Allan and Zero Hour Team



Councils Team

Councils | Zero Hour

councils@zerohour.uk | |

Back the Climate & Ecology Bill | zerohour.uk



The motion mentioned above – written by Zero Hour – has been pasted below at [Appendix A](#) and councillors are asked to consider this once they have read the links in the letter.

Linda Scott-Giles
Town Clerk
5th October 2023

Climate & Ecology Bill Motion

Preamble

Humans have already caused irreversible climate change, the impacts of which are being felt in the UK, and around the world. The global temperature has already increased by 1.2°C above pre-industrial levels and—alongside this—the natural world has reached crisis point, with [28% of plants and animals](#) threatened with extinction. In fact, the UK is [one of the most nature-depleted countries in the world](#) as more than one in seven of our plants and animals face extinction, and more than 40% are in decline.

Climate change remains a major concern for voters with 66% of people (according to YouGov) expressing they are ‘worried about climate change and its effects’. Alongside this, the popularity of Sir David Attenborough’s *Save Our Wild Isles* initiative demonstrates public concern that UK wildlife is being destroyed at terrifying speed.

Climate & Ecology Bill

The Climate & Ecology Bill, a private member’s bill currently before the House of Commons, seeks to address the challenges that this situation poses by creating a whole-of-government approach to deliver a net zero and nature positive future.

Based on the latest science, the Bill aims to align current UK environmental policy with the need to halt and reverse nature loss by 2030, which was goal agreed to at COP15, via the [Kunming-Montreal Framework](#) (22 December 2022); and reduce greenhouse gas emissions in line with a fair share of the remaining global carbon budget to give the strongest chance of limiting global heating to 1.5C, which was the goal agreed to at COP21, via the [Paris Agreement](#) (12 December 2015).

By bridging the gap between the UK Government’s current delivery, and what has been agreed at international levels, Britain has a chance to be a world leader on the environment; seizing the opportunities of the clean energy transition, including green jobs and reduced energy bills; and boosting the UK’s food and energy security.

[Council] notes that:

The [Climate and Ecology Bill](#), which has been introduced in the UK Parliament on four occasions since 2020, including most recently in the House of Commons 10 May 2023. The Bill is backed by **[168]** cross-party MPs and Peers, **[237]** local authorities, alongside the support of eminent scientists, such as Sir David King; environmental NGOs, such as The Wildlife Trusts and CPRE; businesses, such as The Co-operative Bank; and 30,000 members of the public.

The Bill would require the UK Government to develop and deliver a new environmental strategy, which would include:

1. Delivering a joined-up environmental plan, as the crises in climate and nature are deeply intertwined, requiring a plan that considers both together;
2. Reducing emissions in line with 1.5°C, ensure emissions are reduced rapidly, for the best chance of limiting warming to 1.5°C;
3. Not only halting, but also reversing the decline in nature, setting nature measurably on the path to recovery by 2030;
4. Taking responsibility for our overseas footprint, both emissions and ecological;
5. Prioritising nature in decision-making, and ending fossil fuel production and imports as rapidly as possible;

6. Ensuring that no-one is left behind, by providing for retraining for people currently working in fossil fuel industries; and
7. Giving people a say in finding a fair way forward through an independent and temporary *Climate & Nature Assembly*, representative of the UK population, an essential tool for bringing public opinion along with the unprecedented pace of change required.

[Council] therefore resolves to:

1. Support the Climate and Ecology Bill;
2. Inform local residents, and local press/media of this decision;
3. Write to **[local MPs' names]** to inform them that this motion has been passed, urging them to sign up to support the CE Bill, or thanking them for already doing so;
4. Write to [Zero Hour](https://www.zerohour.org.uk/), the organisers of the cross-party campaign for the CE Bill, expressing its support (campaign@zerohour.uk).

To consider resolutions from DAPTC for the Annual General Meeting

The resolutions may or may not be received prior to the council meeting. However they will be shared as soon as they are received.

At the Northern Area Committee meeting held on 12th October 2023, the DAPTC Chief Executive, Neil Wedge reported that the following two motions from the Executive Committee will be put to the membership at the DAPTC AGM on Saturday 18th November 2023:

1. To consider the promotion to member of DAPTC that the Armed Forces Covenant be adopted and for DAPTC to sign the Covenant.
2. To seek approval from the AGM to consult the membership of DAPTC for the organisation to transition from a constituted membership to a company limited by guarantee, in readiness for the next financial year. The reason for this change is summarised as follows:
 - Limits any risk and liability for member councils, executive committee members and employees
 - Provides a legally recognised entity to sign contracts and enter lease arrangements for premises
 - A recognised legal entity gives greater clarity with regards the administration and rights of members

Councillors are asked to vote on these two motions, which will give the representatives authority on behalf of the Town Council at the DAPTC AGM.

Linda Scott-Giles
Town Clerk
13th October 2023

Grant Application – Elizabeth Road Allotments

Name of Organisation	Blandford Allotment Society
Contact Name	Ian Ricketts
Purpose of Organisation	To provide allotments for the residents of Blandford Forum and manage the Lamperd's Field and Elizabeth Road sites on behalf of the Town Council.
Amount Requested	£2,789.00 + VAT
Is this a Green Grant? <small>Delete as appropriate</small>	N
Purpose of Request	<p>To upgrade the water system to comply with a contravention order given by Wessex Water as per the quote:</p> <p>“Excavate on the standpipe and remove. Further excavate another 4-5 holes on each standpipe. Thrust bore mole between each excavation and pull through new 25mm MDPE pipe. Fit new equal tees at base of the standpipe and fit vertical pipework to terminate with DC.20F Wessex water interrupter ready to attach to a hose pipe. All excavations will be back filled, compacted and fully reinstated, any left over spoil will be removed from site test and leave in working order.”</p>
How many Blandford Forum residents will benefit directly?	All the Allotment holders at Elizabeth Road.
Any further relevant information	This will bring the water system at Elizabeth Road back to compliance as instructed by Wessex Water.

Councillors will recall this matter was brought to the attention of the Recreation and Amenities Committee on 19th June 2023 and it was suggested the Allotment Management Committee applies for a grant. This matter also started the application for the transfer of the Elizabeth Road asset to the Town Council.

Recommendation

It is recommended that Councillors authorise expenditure of £2,789.00 + VAT for the necessary works using funds from the Grants budget (Expenditure Authority: General Power of Competence Localism Act 2011 sl-8).

Linda Scott-Giles
Town Clerk
13th October 2023

Blandford Allotment Society Accounts Year 31 May 2022 to 31 May 2023

<u>INCOME</u>	Year 22-23	Year 21-22	<u>EXPENDITURE</u>	Year22-23	Year 21-22	Balance
Brought forward	£4113.59	£3929.20				
Rental Payments	£4893.47	£4878.61	Blandford TC	£1205.29	£1186.94	
			Allotment phone (Including top up)	£20.00	£126.98	
			Website	£69.58	£8.34	
			Water			
			LF	£1571.19	£888.73	
			ER	£356.63	£213.86	
			N.A.S. Membership	£519.00	£522.00	
Seeds	£1442.65	£1670.75	Kings Seeds	£1211.51	£1400.59	
			Insurance	£343.96	£313.78	
			Tractor insurance	£268.00	£268.00	
			Electric	£448.62	£195.55	
Plant /tool sale	£153.45		BBQ	£117.41	£100.40	
Raffles	£190.50	£153.00				
Miscellaneous	£2227.50	£1277.81	Miscellaneous	£1763.00	£18146.46	
(Receipts for manure pea sticks, sales of compost etc.)			(Purchase of sundries, manure,compost for sale etc.)			
Rotavator hire	£20.00		Rotavator petrol	£21.25		
Greenhouse(donated)	£20.00		Tractor Service/parts	£117.00	£1256.80	
Glass	£13.00		Tractor diesel	£75.00		
Potato comp	£55.00	£38.00	Potato comp	£26.50		
Anne Raffle charity	£50.00		Anne flowers	£27.70		
Donations			Charity donation	£100.00	£80.00	
			Awards vouchers	£60.00	£60.00	
Total	£13.159.16	£11947.37	Total	£8321.44	£7833.78	
			Lloyds Account			£4404.97
			Petty Cash			£432.85
			Total Carried forward			£4837.72

To consider feedback from the working group regarding a request from the Blandford Youth & Community Centre for a Service Level Agreement

At the Town Council meeting held on 25th September 2023, the following resolution was made, and this was emailed to the Youth Centre the following day:

The following information is requested from the Youth & Community Centre:

- Detailed usage figures
- Up to date accounts to the end of June 2023
- What is the minimum amount of funding required to keep the Youth & Community Centre running

Subject to receipt of information, a new Service Level Agreement up to 31st March 2025 will then considered at the October Town Council meeting or appropriate meeting thereafter.

The documentation is currently awaited, and it is hoped it will be received prior to the meeting.

Linda Scott-Giles
Town Clerk
13th October 2023

**To retrospectively approve expenditure for
an annual support contract for ANPR for 2023-2024**

Introduction

In 2017, the Town Council committed to a quotation, which was contracted against, and a service level agreement was entered into with the ANPR contractor recommended by Dorset Police. The Town Council selected the bronze level support. This expired at the beginning of March and the contractor wrote to advise of the new year's support for 6th March 2023 - 5th March 2024 would be £2,300, along with an invoice. This was only recently paid in October because the Town Clerk had queried the Town Council paying the invoice. The information above was provided by the contractor to explain the original set-up and the supporting information has been provided at [Appendix A](#).

Background

Councillors will recall that, in April 2023, the ANPR system was upgraded to enable 4G at a cost of £2,662.

Additional Information

At agenda setting, the Town Clerk was asked to find out what would happen if the Town Council was to discontinue its support contract. The contractor has advised that this would mean the council would not be entitled to important updates to our plate reading software, access to the call logging portal, prioritised fault response and attendance.

The recent survey of town and parish councils undertaken by the Town Clerk confirmed that the Town Council pays for the ANPR because, unlike other councils, it chose to introduce a system that is positioned at every entrance to the town to assist the Police in monitoring activity.

Recommendation

It is recommended that Councillors retrospectively authorise expenditure of £2,300 for the maintenance contract using funds from the CCTV budget (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8) and Councillors consider budgeting for this each year.

Linda Scott-Giles
Town Clerk
13th October 2023

Bronze - Telephone & Remote Support Only

- 1 1st line telephone support and remote access support by Neology UK Technical Support Engineer five days per week. Monday to Friday (excluding Bank Holidays) between 8.30 am – 5.00 pm.
- 2 This agreement assumes that Neology UK Ltd will be provided with remote access to systems to be maintained by suitable means such as VPN or similar mechanism.
- 3 Provision & installation of software updates via remote access when software improvements are made.
- 4 Technical Support will be for all hardware and software supplied and this includes standard upgrades and patches to software, including new vehicle registration syntax.
- 5 Neology UK Ltd will maintain records of support and maintenance activity and can provide performance and activity logs to show the volume to which the service is being used.

Silver - Remote Support and Back to Base Repair

- 1 1st line telephone support and remote access support by Neology UK Engineer five days per week. Monday to Friday (excluding Bank Holidays) between 8.30 am – 5.00 pm.
- 2 This agreement assumes that Neology UK Ltd will be provided with remote access to systems to be maintained by suitable means such as VPN or similar mechanism.
- 3 Provision & installation of software updates via remote access when software improvements are made.
- 4 Technical Support will be for all hardware and software supplied and this includes standard upgrades and patches to software, including new vehicle registration syntax.
- 5 Neology UK Ltd will maintain records of support and maintenance activity and can provide quarterly performance and activity logs to show the volume to which the service is being used.
- 6 Priority workshop service repair of returned equipment, any faulty equipment removed from site & returned to Neology UK Ltd for repair will be repaired and dispatched within 10 days of receipt by Neology UK Ltd.
- 7 The support contract covers defective equipment supplied by Neology UK Ltd which will be repaired or replaced at our workshop in Neology UK Ltd factory free of charge. The warranty does not cover normal wear and tear, accidental or malicious damage.
- 8 The return cost associated with carriage of the device from Neology UK Ltd are covered in the cost.
- 9 The agreement assumes that Customer will be responsible for the removal from site and shipment of faulty equipment to Neology UK Ltd.

Gold - Remote Support & On Site Maintenance (S&M)

- 1 1st line telephone support and remote access support by Neology UK Engineer five days per week. Monday to Friday (excluding Bank Holidays) between 8.30 am – 5.00 pm.
- 2 This agreement assumes that Neology UK Ltd will be provided with remote access to systems to be maintained by suitable means such as VPN or similar mechanism.
- 3 Provision & installation of software updates via remote access when software improvements are made.
- 4 Technical Support will be for all hardware and software supplied and this includes standard upgrades and patches to software, including new vehicle registration syntax.
- 6 Within this Contract, Neology UK Ltd United Kingdom will provide free of charge on site repair within 5 days. Fault rectification will be in the field wherever possible by either repair or equipment replacement with spares. If for whatever reason repair cannot be achieved in the field the customer will be advised of the reasons and an anticipated fix time given.
- 7 Removal of the equipment to Neology UK Ltd would be a last resort and full consultation with customer name would occur beforehand. All sensitive data backed up and removed on site prior to this occurring.
- 8 All the costs associated with equipment delivery etc is included in the price within the duration of the support and maintenance contract. Costs involved in carriage of the device to and from Neology UK Ltd for repairs, during this period are also covered in the cost.
- 9 Wherever possible Neology UK Ltd aim to offer minimal delays in response and will use its best endeavours to rectify all faults as soon as practically possible. You will be notified of the reasons of any potential delays and an expected resolution date.
- 10 The agreement does not cover costs associated with equipment hire or traffic management should these be required.
- 11 The support contract covers defective equipment supplied by Neology UK Ltd which will be repaired or replaced at our workshop in Neology UK Ltd factory free of charge. The warranty does not cover normal wear and tear, accidental or malicious damage.
- 12 Neology UK Ltd will maintain records of support and maintenance activity and can provide quarterly performance and activity logs to show the volume to which the service is being used.

Linda Scott-Giles
Town Clerk
Town Clerk's Office
Church Lane
Blandford Forum
Dorset
DT11 7AD

23rd November 2017

Dear Linda,

Quote Reference 14268a – Blandford Forum Town Council ANPR

Thank you for your enquiry and request for a quotation to provide dual lane ANPR cameras at four locations in Blandford Forum. Please find below our quotation and supporting information.

I hope that you find the below acceptable and await your further instructions. Should you have any questions or if you have any feedback on the quotation please contact me.

Yours sincerely,



Stuart Gwinnett
National Sales Manager

Email: sgwinnett@uk.neology.net
DDI: 07812 734727

Please note with all prices quoted that:

- | | |
|--------------------------------|--|
| 1. Carriage and Packing | The above prices are Ex works (Neology UK). Carriage and packing will be charged additionally. |
| 2. VAT | The above prices exclude VAT, which will be charged additionally at the prevailing rate. |
| 3. Delivery Time | Call Neology to confirm delivery lead times. |
| 4. Conditions of Sale | <u>This offer is subject to Neology UK Ltd Conditions of Sale and Neology UK Ltd Software Licence Agreement, as attached. Any order arising from this quotation is subject to acceptance by Neology UK Ltd.</u> |
| 5. Quotation Validity | This offer is valid for the next 30 days. |
| 6. Payment Terms | <u>Full payment is required with all initial orders prior to despatch of goods. Standard payment terms are strictly 30 days from date of invoice.</u> |
| 7. Credit Check | All new Customers will require a Credit Check before orders can be accepted. |
| 9. SIM card charges | SIM card charges based on the stated monthly use. WARNING -data use in excess of the stated monthly amount may incur substantial charges. |



Quote Reference 14268a – Blandford Forum Town Council ANPR

Pricing for the equipment is below:

Product	SKU	Description	Unit Price	Qty	Totals
Camera	TBC	Dual Lane P492 with 940nm LED, 8Gb SD Card, 3G camera, glanded cable, 25mm/16mm lensing. 3G modem included. (SIM cards to be provided by Dorset Police Alliance.)	£3,550.00	4	£14,200.00
PSU	7100046462	Power supply for P492 camera	£150.00	4	£600.00
Cables	7100099962	P492 15m combined power, serial, Ethernet, video, trigger, commissioning cable	£224.00	4	£896.00
Bracket	7000145381	Pole mounting bracket – existing street light and new pole installations	£190.00	4	£760.00
Labour	DIEN	Neology Engineer assisted by Dorset Police Technician during installation (per day)	£700.00	2 Days	£1,400.00
SAT/NAAS	DIEN	Neology Engineer assisted by Dorset Police Technician during installation and NASP standard SAT	£96.00	4	£384.00
Labour	DIEN	Neology Project Management (per day) – Management of project planning, admin, resources and completion of project documentation	£850.00	0.5 Day	£425.00
Licences	DIEN	Highway licences for installation work	£632.00	1	£632.00
TOTAL					£19,297.00

Pricing Notes:

- Cameras are to be installed on existing columns identified in the site survey;
- Camera power supply units to be accommodated within the base of the street lights;
- Power connections to be provided by the Dorset County Council lighting contractor SSE;
- New cables from the termination points to the cameras will be supplied as above;
- Any AIP changes or highway approvals are the responsibility of Blandford Forum TC, Dorset CC or Dorset Police;
- No Traffic Management has been included; and
- It has been assumed that works will take place during the day.

USA: 12760 Danielson Ct. Suite A, Poway, CA. 92064 P. (858) 391-0260



UK: Neology UK Ltd, Form 1, Bartley Wood Business Park, Hook, Hampshire RG27 9UP
Registered Office: 6th Floor, Kildare House, Dorset Rise, London, United Kingdom, EC4Y 8EN Registered in England & Wales, No 10809863

www.neology-rfid.com

Quote Reference 14268a – Blandford Forum Town Council ANPR

Project Delivery:

Project delivery is dependent on the camera production time at the point of order but project installation would currently be expected to be 6 weeks after order. Depending on stock levels, cameras may be available from stock to meet an earlier deadline if required.

Pricing for the maintenance is below:

Description	Unit Price	Qty	Totals
Two Year Warranty: Warranty is included in the purchase price for the first two years including return to base repairs for manufacturer or installation faults. Other faults or third party damage will be chargeable.	FOC	2 Years	FOC
Maintenance Year 1; Remote support and onsite attendance (day time) will be provided and included under the warranty above in year one. Third party damage or faults caused by others will be chargeable. A preventative maintenance visit will be carried out at the end of year one.	£650.00	1 Year	£650.00
Years 2-5: Remote support and onsite attendance (day time) will be provided plus one preventative maintenance visit per year (day time at 1no engineer day per annual visit, assisted by Dorset Police technician). Third party damage or faults caused by others will be chargeable.	£1,450.00	4 years	£5,800.00
			£6,450.00

For maintenance work, no allowance has been included for Streetworks licences and/or permits. If charges are imposed by the highway authority Neology reserves the right to pass on the charges

Maintenance Summary:

Service terms, levels and response times:

Service Activities	Response
Fault Reporting	Neology Working hours
Neology Response on site	48hrs (2no working days)
Neology Repair	5 Working Days (if not corrected on site). The 5 day repair period is from the time it is received at our service depot in Ellesmere Port
Maintenance Visits	1 per Year

Working days are deemed to be Monday to Friday 0830 to 1700, excluding Bank Holidays.



Dorset Council Grant to support the Market Area Enhancement Project

To consider recommendations from the working group

At the Town Council meeting held on 25th September 2023, Cllrs Lacey-Clarke and Quayle informed Town Councillors of a scheme they had been working on at Dorset Council to pedestrianise the parking area between the leather shop and the Town Hall.

A working group meeting was arranged for Monday 16th October 2023 – with all Councillors invited – and it was agreed that the following recommendation would be made to full council:

Cllr Carter proposed that the Town Council accepts the proposal from Dorset Council and agrees in principle with the scheme. This was seconded by Cllr Mieville and agreed (10 in favour, 3 abstentions) that the recommendation is made to full council.

The proposed usage at this stage is for:

- Offering the opportunity to local organisations for self-promotion**
- Events**

To assist with the creation of a plan to submit to Dorset Council, the Town Clerk has arranged a meeting with a consultant experienced in town centre enhancements. This is scheduled for Thursday 2nd November 2023 and all Councillors are invited.

Recommendation

It is recommended that Councillors consider the recommendation above.

Linda Scott-Giles
Town Clerk
17th October 2023