



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 19th February 2024 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
12th February 2024

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 29th January 2024](#)
6. [Town Clerk's Report & Correspondence](#)
7. Civic Report (to follow)
8. Recommendations and Receipt of Minutes
None
9. [To receive recommendations from the Mayoral Allowance Working Group](#)

10. [To approve signing of the lease with the Blandford Rugby Football Club](#)
11. [To consider responding to the Dorset Council/BCP Joint Travel Plan](#)
12. [To consider expenditure approval for bedding and planters](#)
13. To receive an update and consider any requests from the:
 - 13.1 [Blandford + Neighbourhood Plan Monitoring Group](#)
 - 13.2 BFTC Commemoration Group
 - 13.3 D-Day 80 (report to follow)
 - 13.4 Climate Change & Biodiversity
 - 13.5 Dorset Council Grant to support the Market Area Enhancement Project
14. [Appendix A – New Planning Applications \(refer to Appendix A attached\)](#)
15. 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)
16. Confidential

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

 - 16.1 To approve the updated Heads of Terms for the land north of the bypass (awaiting advice note from solicitor) and consider the Town Council's stance on the grounds maintenance

DATES OF FUTURE MEETINGS

24th February Community Expo
 26th February Corn Exchange

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

Twinned with Mortain, France



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



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

Town Clerk's Report

Town Council Funding – Emails of thanks have been received from the Blandford Youth & Community Centre and In Jolly Good Company, following council approval for their respective funding.

Town Museum – Dr Hixson Andrews has advised that the Museum has received a grant to create exhibition material for visually impaired visitors as well as an outreach package for people in care homes or who are otherwise unable to travel to the museum (including features for people who cannot access upstairs exhibitions). This will greatly improve the Museum's offer for disabled visitors and they are, understandably, really excited about it. Dr Hixson Andrews is still waiting to hear about our (BFTC, Fashion Museum, Blandford Museum) partnership grant to Dorset Council for 3D photography and will keep us informed. She added that the ability to add 3D images to the aforementioned project would be a big enhancement.

Insurance Cover – A meeting has been held with an insurance broker, who specialises in council cover, as we are approaching the end of our agreement period. The insurance policy was last reviewed in 2021.

Blandford Community Fridge – As Councillors are aware, the fridge volunteers were included in the visit to the anaerobic digestion plant. Arrangements have now been made for the volunteers to visit the Big Yellow Bus Garden Project in Shillingstone. The aim is to develop the fridge volunteers' understanding of all the food support provisions in the area, which only improves the service visitors receive at the Blandford Community Fridge. Councillors are welcome to attend this visit, which has been arranged for Tuesday 5th March 2024 at 10:30am.

Commonwealth Day – The Raise the Commonwealth Flag event is scheduled for 10am from the Town Hall on Monday 11th March with local schools in attendance.

Town Council's 50th Year – An event has been arranged for Saturday 23rd March in the Corn Exchange to mark the 50th anniversary of the Town Council between 2pm and 5pm. This year Blandford Forum Town Council is 50 years old. Entertainment will be provided by Blandford Stour Valley Band and there will be free tea, coffee & cakes. It would be really nice to have as many councillors attend as possible, please. A photographic display is being prepared, with as many photos being collated as possible to show the council over the last half a century!

In addition, you will notice the new planter stickers marking the 50th year, and there will also be a 50 marked out in Woodhouse Gardens!



Easter Egg Hunt – The Easter Egg Hunt in Woodhouse Gardens has been arranged for Friday 5th April 2024, 10am to 12pm, which is kindly sponsored by Sarunds.

Public Works Loan Board – The loan application for the Corn Exchange works has been submitted to the county association.

To receive recommendations from the Mayoral Allowance Working Group

At the working group meeting held on Monday 22nd January 2024, prior to the R&A committee meeting, Cllrs Miéville, S Hitchings, Stevens and L Hitchings were in attendance with the RFO, Mayor's Assistant, Operations Manager and Town Clerk.

Attendees discussed the matters raised by the Internal Auditor as well as the rest of the Handbook. It was noted that the document has been of great use to staff, particularly during staff changes, as well as new Mayors but is becoming more of a procedural document than a handbook or guide. This has been sent to Councillors, showing 'track changes' for approval.

Cllr L Hitchings suggested allocating £1,050 from the budgeted Mayor's Allowance for 2024/25 to quarterly payments to be split across the financial year and paid via payroll, which are to be added to the Chairman of Council's allowance.

The Chairman of Council currently receives £450 compared to £350 for Councillors.

In addition, the Chairman of Council, as Mayor, can submit expenses claims up to the amount remaining in the Mayoral Allowance budget for out-of-pocket expenses.

Additional Information

Since receiving additional guidance, that has been shared with Councillors, it is recommended that the Town Council retains the existing arrangements (keeping the agreed amount in the Mayoral Allowance budget line).

Recommendation

It is recommended that the Town Council approves the amendments to the Mayor's Handbook.

Linda Scott-Giles
Town Clerk
9th February 2024

To approve signing of the lease with the Blandford Rugby Football Club

At the meeting held on 27th November 2023, Councillors approved the Heads of Terms with the Rugby Club and agreed a few changes, summarised below:

The Heads of Term are approved with the following amendments being clarified:

The lease is for a 25-year period with a mutual break clause at 15 years.

The initial rent shall be set at £1,500 with an annual increase of 3% (maximum).

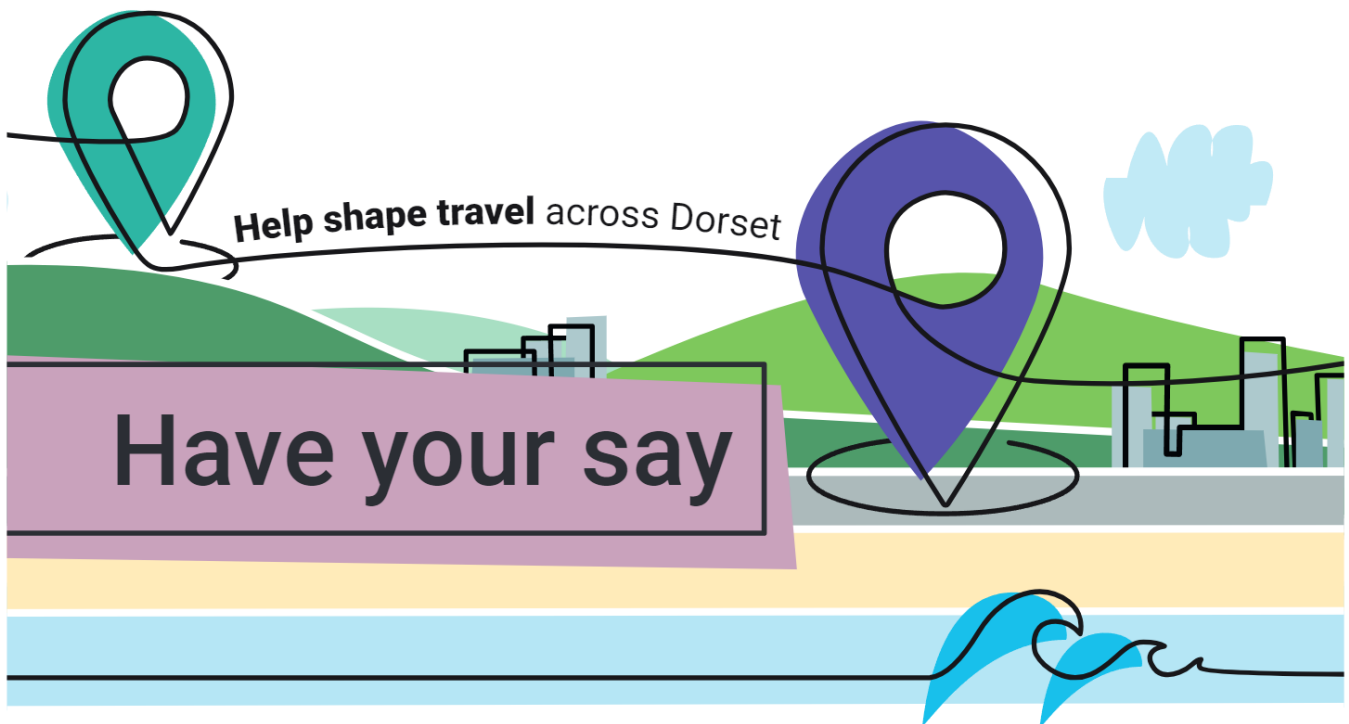
This was developed into a lease document and a meeting was held with the solicitor on Wednesday 7th February 2024 to discuss some points, prior to the solicitor making final amendments to the lease.

The President was sent the agreement on 12th February 2024, for review by the Rugby Club.

Councillors are asked to approve the lease. It is hoped it will be in place for the new financial year.

Linda Scott-Giles
Town Clerk
12th February 2024

To consider responding to the Dorset Council/BCP Joint Travel Plan



A new joint transport plan

Dorset needs a new transport plan fit for the 21st century. With your feedback and by working together, BCP and Dorset councils can:

- Improve transport across both rural and urban areas
- Ensure all ages and abilities can access services
- Make it easier for people to be more physically active
- Enable more opportunities for affordable, available and accessible public transport
- Help people feel safer on our roads and on public transport
- Reduce congestion and carbon emissions
- Improve digital and real-time travel information

Survey closes **3 March 2024**



Scan here
to find out more
and take part in
our survey

Web dorsetcouncil.gov.uk/local-transport-plan
bcpcouncil.gov.uk/local-transport-plan

Email ltp@dorsetcouncil.gov.uk
ltp@bcpcouncil.gov.uk



This is where **your journey begins...**



Councillors are asked to consider responding to the consultation as the Town Council or individuals.

To approve expenditure for bedding and planters

Report

Last year the cost of the bedding and planters was **£4,422.40+VAT**. Officers have asked for, and received, a quote for this year's plants and it is **£4,766.80+VAT**.

This is from the same company that supplied us last year which drew a large amount of compliments so there appears no reason to change.

This would normally be taken to the T&GP Committee but timing makes this difficult so it has been brought to full council.

Recommendation

It is recommended that Councillors approve expenditure of £4,766.80 using funds from 6200 T&GP revenue account (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

Jon Goodenough
Operations Manager
8th February 2024

**To receive an update from the Blandford + Neighbourhood Plan
Monitoring Group**

A meeting was held with Wyatt Developments and the Blandford Group Practice, which was very useful, and everyone is confident we will find a way forward.

As there have been some changes to the National Planning Policy Framework, for example, a greater emphasis on preserving agriculture land the group are keen to work closely with the Dorset Council Rangers and are pleased that Graham Stanley has agreed to attend our meeting on the 20th February. This is a great opportunity to ensure our priorities align.

Some members from the Blandford + Monitoring Group are joining the Climate & Biodiversity Group and will be attending the meeting on the 22nd February. Going forward the Neighbourhood Plan's priorities will reflect a more urgent view towards climate change so it's important that both groups work together.

Julie Wigg
Committee Clerk
9th February 2024

PLANNING APPENDIX A – NEW PLANNING APPLICATIONS

	Application & Date	Application Details	Comments/ Blandford + Neighbourhood Plan 2011-2033
1	P/FUL/2023/04173 Sovereign Housing Assoc Deadline: 7 th Feb	Pines Court East Street Blandford Forum Dorset DT11 7DU Install replacement double glazed sliding timber sash windows and timber doors.	Blandford + NP policy B10 Design Codes: CA1 B.Code 15
2	P/FUL/2023/06004 Costello Lettings Deadline 14 th Feb	17 West Street Blandford Forum DT11 7AW Change of use & alterations of first floor to create 1no. residential flat	Blandford + NP policy B10 Design Codes: CA1 B. Code 15
3	P/LBC/2023/06005 Costello Lettings Deadline 14 th Feb	17 West Street Blandford Forum DT11 7AW Alterations & conversion of first floor to create 1no. residential flat	Blandford + NP policy B10 Design Codes: CA1 B.Code 15
4	P/FUL/2024/00364 George Estates Deadline 27 th Feb	The Grainstore, Shaftesbury Lane, Blandford Install 10 no. UPVC double glazed windows	Blandford + NP policy B3 and B10 Design codes:

Applications for Tree Works – For Information Only

	Application & Date	Application Details	Comments/Blandford + Neighbourhood Plan 2011-2033
1	P/TRC/2024/00242 Dorset Council Rangers For Information Only	Milldown Car Park The Milldown Blandford Forum Dorset DT11 7FU Various tree works as per submitted schedule	
2	P/TRC/2024/00209 Mrs H Posnett For Information Only	2 Park Lands Blandford Forum Dorset DT11 7BA T1 Holly - Fell T2 Norway Spruce - Fell	
3	TPO/2023/0061 For information only	The provisional Tree Preservation Order (TPO) at Wilchurch, Wimborne Road, Blandford Forum, DT11 9HL was confirmed without modification under delegated powers on the 24 January 2024.	
4	P/TRC/2024/00647	The Blandford School Milldown Road Blandford Forum Dorset DT11 7SQ	