

**BLANDFORD FORUM TOWN COUNCIL**  
**Minutes of the Town Council Meeting**  
**Held on Monday 22<sup>nd</sup> April 2024 at 7:00pm in Woodhouse Gardens Pavilion**



**PRESENT**

Cllr H Miéville – Chairman of Council	Cllr N Lacey-Clarke – Vice Chairman of Council
Cllr B Quayle	Cllr S Hitchings
Cllr R Holmes	Cllr R Carter
Cllr C Jacques	Cllr H White
Cllr A Cross	Cllr P Clark
Cllr S Chapman	Cllr C Stevens
Cllr L Lindsay	Cllr K Herbert
Cllr P Osborne	Cllr L Hitchings

**IN ATTENDANCE**

Town Clerk	Maggie Putt
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**IN ATTENDANCE VIA MICROSOFT TEAMS**

Operations Manager

With this being the last meeting of the 2019-2024 Town Council, the Chairman thanked retiring Councillors for their service and commitment to the council, and they will be missed.

**186. PUBLIC SESSION**

There was nothing raised in the public session.

**187. REPORT FROM DORSET COUNCIL COUNCILLORS**

Cllr Quayle announced that **round seven of the Dorset Council community and culture funding** is now open and he asked for Councillors to share this with local groups.

**188. APOLOGIES**

None

**189. TO RECEIVE ANY DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Cllr Miéville and Cllr Jacques advised that they both have a personal interest in planning application no. 01860 for 16 Albert Street, because they know the applicant, and will take part in discussion but will not vote on the item (see Minute No. 198.2).

**190. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 25<sup>th</sup> MARCH 2024**

It was PROPOSED by Cllr Stevens, SECONDED by Cllr Chapman and AGREED (12 in favour, 4 abstentions) that the Minutes be APPROVED and SIGNED.

**191. TOWN CLERK'S REPORT & CORRESPONDENCE**

The paper was noted (see Appendix A).

Uncontested Elections – The Dorset Council has published the Notice of Uncontested Election for the wards within the parish of Blandford Forum. There are three new Councillors from 7<sup>th</sup> May 2024 and four vacancies. The Notices can be **read here on the Town Council's website** and the Town Clerk has contacted the new Councillors to start the administrative process.

## 191. TOWN CLERK'S REPORT & CORRESPONDENCE (cont.)

The Town Clerk advised that the DAPTC has sent information to confirm that, in an election year, it is permissible to co-opt without the statutory notice as long as it is within 35 days of the election day. That means, if a possible candidate (new or returning councillor) missed the deadline of 5<sup>th</sup> April 2024, they can be co-opted at the first meeting in May.

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr Cross and AGREED (13 in favour, 3 abstentions) that

**The decision to co-opt will be an agenda item for full council to consider on Monday 13<sup>th</sup> May 2024, with the co-option meeting possibly taking place the following week.**

**ACTION: TOWN CLERK**

Leavers and New Starters – The Town Clerk has notified the IT company of the leavers and new starters from 7<sup>th</sup> May 2024. Councillors who are leaving their roles will have access to their email accounts up to Noon on Tuesday 7<sup>th</sup> May 2024. New starters will have access sooner so we can start to send them the agendas and minutes, but they will be asked not to send emails from the account unless they are to staff.

Corn Exchange – The pre-start meeting took place on Tuesday 9<sup>th</sup> April 2024 with Hammond Building Contractors and the Design Team. The decant process is going well and most members of staff are involved. The Corn Exchange chairs and tables are being offered for sale, which is going well, and the old, surplus flags are being offered for free. Cllr Carter thanked the Town Clerk and staff for the way in which the decant process has been managed.

Tables and Chairs – The Blandford Group Practice has purchased 20 x chairs, The Old Powerhouse has purchased 40, Sturminster Newton Town Council has purchased 10 and there have also been some private sales. The table sales have gone well, with just a few remaining. We have retained some tables and chairs for council use for future outdoor events. The Belfast sink in the traders' washroom is being relocated and put to good use within the sensory garden at Woodhouse Gardens.

Green Bag Recycling – The agreement with Dorset Council to collect our recycling bags has been cancelled because of numerous missed collections. The main concern was what we would do with our recycling and a member of staff has offered to take it if it is shredded, because she can put it to good use with animals. This will save £20.07 a month but will be reviewed to ensure we are not wasting anything.

Climate Action – Archbishop Wake Primary School pupils have written letters to the Town Council regarding climate issues and a response has been sent by the Committee Clerk, following consultation with the climate change and biodiversity working group. These letters, and the response, have been shared with all Councillors.

Meetings – The Mayor and Town Clerk met online with Inspector Joe Turner, and other councils and police staff in North Dorset on Tuesday 16<sup>th</sup> April. This was followed by a visit from HRH The Crown Prince of Bahrain who has generously donated to the Town Hall / Corn Exchange project.

Legion – The Town Council is paying for the two offices at the Legion from 1<sup>st</sup> May 2024 and we will relocate during w/c 6<sup>th</sup> and 13<sup>th</sup> May. An invoice has been received today for the first month. The removal company is booked for 7<sup>th</sup> May 2024.

Counter Terrorism – The session at AFC Bournemouth was attended by the Town Clerk, Mayor's Assistant, Cllrs Chapman and Holmes, and Bob Brannigan on behalf of the BYF. As a result of this informative morning, all staff have been sent training links and the Town Clerk is now in the process of arranging a session for all staff and councillors, which is provided free of charge by a Counter Terrorism Awareness Advisor.

**191. TOWN CLERK'S REPORT & CORRESPONDENCE (cont.)**

Langton Road Play Area – The grounds staff have been repairing the safety matting under the Langton Road play area roundabout themselves, but it has now become beyond their ability and the Operations Manager sought a quote to replace it. The quote is for: Rubber mulch with EPDM wear pad • Supply and install 16m<sup>2</sup> at 40mm of bonded rubber mulch in GREEN with the edges rolled into the ground • Supply and install 6m<sup>2</sup> circular EPDM wear pad at 40mm in Forest GREEN to match other areas. • Provisions include HERAS fencing, some spoil disposal and return visit to drop • A project report will be provided upon completion. This is a complete long term and cost-effective solution for the total of £2,810.00 + VAT. Due to this being in a play area, and the next meeting a couple of weeks away, the Operations Manager sought permission to proceed urgently from the Chairman of Council and Chairman of Finance & Staffing and has added it to a future meeting as a retrospective approval.

Defibrillator – The Corn Exchange lobby defibrillator was used by a resident on 16<sup>th</sup> April 2024, but unfortunately the lady passed away. The police returned the unit to the council the following day and – once the pads are replaced – the unit will be relocated to Woodhouse Gardens Pavilion during the Corn Exchange closure and the Operations Manager has updated the Circuit to remove the unit until it is in place at the pavilion.

**192. CIVIC REPORT**

The paper was distributed to Councillors prior to the meeting (see Appendix B) and Cllr Miéville thanked the Councillors and staff for their support at his Mayor's Thanksgiving Service.

**193. RECOMMENDATIONS AND RECEIPT OF MINUTES**

None

**194. TO CONSIDER THE LOAN OF ITEMS TO THE TOWN MUSEUM**

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

**The Town Council agrees to loan the Alfreds Stevens Bust and Bastard Brother Portraits to the Town Museum for the duration of the refurbishment works.**

**ACTION: TOWN CLERK**

It was agreed that the Town Crier's Bell will be donated to the Town Museum if it is too heavy for the other Town Crier to make use of.

It was agreed that the Woodhouse Mayoral Portrait is displayed in Woodhouse Gardens pavilion.

It was PROPOSED by Cllr Miéville, SECONDED by Cllr Chapman and AGREED (15 in favour, 1 non-vote) that

**The three old Councillor robes are donated to a theatrical company or Museum, suggested by the Blandford Fashion Museum.**

**ACTION: TOWN CLERK**

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

**195.1 Blandford + Neighbourhood Plan Monitoring Group**

Cllr Carter expressed his disappointment in the Land North of the Bypass application being called in by the Secretary of State, despite the application having support from both the Dorset Council and the Town Council.

**195. TO RECEIVE AN UPDATE AND CONSIDER ANY REQUESTS FROM THE: (cont.)**

**195.2 BFTC Commemoration Group**

Cllr Carter spoke about the work taking place in preparation for the D-Day 80 exhibition in Woodhouse Gardens Pavilion 6<sup>th</sup> – 8<sup>th</sup> June 2024.

**195.3 D-Day 80 Events**

The next meeting is scheduled for tomorrow morning, with the Chairman of the RBL, and we will attend a BFBS interview on 16<sup>th</sup> May 2024 to raise awareness of the events at the Camp. Staff are also assisting with the commemoration event taking place at Tarrant Rushton airfield on 1<sup>st</sup> June 2024 by lending and delivering 100 x cones.

**195.4 Climate Change & Biodiversity**

Cllr Osborne noted the efforts of numerous people in the town working towards a greener Blandford Forum and informed Councillors of the Blandford Environmental Fair on Saturday 13<sup>th</sup> July 2024.

**195.5 Dorset Council Grant to support the Market Area Enhancement Project**

Cllr Stevens updated attendees on the working group meeting held on Friday morning, and referred to the draft consultation distributed to Councillors.

**195.5.1 To consider recommendations from the working group**

The draft consultation was tabled and some amendments were made.

It was PROPOSED by Cllr Stevens, SECONDED by Cllr Miéville and AGREED (15 in favour, 1 abstention) that

**The Town Council approves expenditure of up to £3,000 for a designer to propose options for the public realm area and agrees the wording of the public consultation, which will be published after the local elections with a deadline six weeks later (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).**

**ACTION: TOWN CLERK**

**196. 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)**

Cllr Miéville reported that the Clean Up Blandford Campaign held a litter pick from Persimmon Homes estate on Saturday morning, which was well attended. CUBC is planning on varying the starting locations to incorporate more people and cover a wider area of the town.

**197. TO CONSIDER EXPENDITURE FOR THE TOILET CLEANING CONTRACT**

The paper was noted (see Appendix D).

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

**The Town Council renews the cleaning contract with the existing contractor for a period of one year only, using funds of £9,001.08 from budget line 6650 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).**

**ACTION: TOWN CLERK**

198. **APPENDIX A – NEW PLANNING APPLICATIONS**

198.1 **P/HOU/2024/01789 – 12 Froxfield Road Blandford Forum DT11 7RX – Convert garage into front porch/store and add hipped roof**

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

**The Town Council has no objections to the application as it is in compliance with Blandford + NP policy B10, Design Code: CA4, Built Form Code: 11, 14 and 15.**

**ACTION: TOWN CLERK**

198.2 **P/HOU/2024/01860 – 16 Albert Street Blandford Forum Dorset DT11 7HY – Erect 2 storey rear extension**

It was PROPOSED by Cllr Carter, SECONDED by Cllr Cross and AGREED (14 in favour, 2 non-votes) that

**The Town Council has no objections to the application as it is in compliance with Blandford + NP policy B10, Design Code: CA4, Built Form Code: 11, 14 and 15.**

**ACTION: TOWN CLERK**

199. **CONFIDENTIAL**

It was PROPOSED by Cllr Holmes, SECONDED by Cllr Chapman and AGREED unanimously that

**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.**

199.1 **To consider nominations to present certificates to members of the community**

The paper was noted (see Appendix E).

**Nomination A**

It was PROPOSED by Cllr Stevens, SECONDED by Cllr Chapman and AGREED (15 in favour, 1 non-vote) that

**The Town Council approves the Certificate of Appreciation.**

**ACTION: TOWN CLERK**

**Nomination B**

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr Carter and AGREED (15 in favour, 1 abstention) that

**The Town Council approves the Certificate of Appreciation.**

**ACTION: TOWN CLERK**

**Nomination C**

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Holmes and AGREED (15 in favour, 1 abstention) that

**The Town Council approves the Certificate of Appreciation.**

**ACTION: TOWN CLERK**

199. **CONFIDENTIAL (cont.)**

Nomination D

It was PROPOSED by Cllr Miéville, SECONDED by Cllr Carter and AGREED (13 in favour, 1 against, 2 abstentions) that

**The Town Council approves the Certificate of Appreciation.**

**ACTION: TOWN CLERK**

Nomination E

It was PROPOSED by Cllr S Hitchings, SECONDED by Cllr Lindsay and AGREED unanimously that

**The Town Council approves the Certificate of Recognition.**

**ACTION: TOWN CLERK**

The following nominations were received after the deadline of 31st March 2024 and brought to the meeting for consideration:

Additional Nominations

Nomination F

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that

**The posthumous nomination is deferred until 13<sup>th</sup> May 2024.**

**ACTION: TOWN CLERK**

Nomination G

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr Osborne and AGREED (15 in favour, 1 against) that

**The nomination is deferred until 13<sup>th</sup> May 2024.**

**ACTION: TOWN CLERK**

The meeting closed at 9:06pm.

**SIGNED .....**

**DATED .....**