BLANDFORD FORUM TOWN COUNCIL
Minutes of the Town Council Meeting
Held on Monday 24th June 2024 at 7:00pm in Woodhouse Gardens Pavilion

DRAFT
Subject to confirmation

PRESENT

Cllr N Lacey-Clarke – Chairman of Council
Cllr S Hitchings
Cllr T Clarkson
Cllr A Cross
Cllr S Chapman
Cllr M Putt
Cllr H Miéville – Vice Chairman of Council
Cllr L Hitchings
Cllr B Quayle
Cllr C Stevens
Cllr Y Miéville

IN ATTENDANCE

Town Clerk
Michael Davis, Chairman – Hospital Metalcraft
Tim Gough, Forum Architecture (on behalf of Hospital Metalcraft)
Gavin Hall, Savills (on behalf of Hospital Metalcraft)

ONLINE VIA MICROSOFT TEAMS

Graham Eves, Highways Engineer (on behalf of Hospital Metalcraft)

44. PUBLIC SESSION

Tim Gough and Gavin Hall were in attendance to provide Councillors with information about the stopping up application from Hospital Metalcraft. They explained that Hospital Metalcraft is a family business, established in 1953 to provide equipment for the NHS. The site in Blandford Forum was purchased in 1970 and the business has grown since then. The stopping up request has come to the Town Council from the Dorset Council, which hasn't shown any objections to the application at this stage. Mr Hall explained that the stopping up application does meet the tests of the stopping up order. There will be no change to any danger or any worsening of the highway access.

Mr Hall informed members of the demand on the company for the provision of NHS resources. Hospital Metalcraft is making considerable investment in expansion to meet this demand. Unfortunately, there are no ways in which this can be delivered without the stopping up.

Mr Gough added details of the layout, and mentioned the proposed future plans, and explained the current issues with the HGVs navigating their way around the site.

Mr Hall referred to the road running through the Hospital Metalcraft curtilage and explained that nobody has a right of way over that.

Hospital Metalcraft is making these plans in this order due to the timing of sourcing and manufacturing items in time for supply.

45. REPORT FROM DORSET COUNCIL COUNCILLORS

45.1 Cllr Quayle advised that there is not a great deal to report this month due to the General Election and asked that Councillors get in touch with any issues they would like raised.

46. APOLOGIES

Cllr R Holmes

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

Cllr S Hitchings advised of a personal interest in the King's Road planning application due to the proximity to his property.

48. MINUTES OF THE:

48.1 Statutory Annual Meeting of the Town Council held on 13th May 2024

It was PROPOSED by Cllr Chapman, seconded by Cllr Cross and AGREED (10 in favour, 1 abstention) that the Minutes be APPROVED and SIGNED.

48.2 Town Council Meeting held on the 13th May 2024

It was PROPOSED by Cllr Clarkson, seconded by Cllr H Miéville and AGREED (10 in favour, 1 abstention) that the Minutes be APPROVED and SIGNED.

48.3 Special Town Council Meeting held on 10th June 2024

It was PROPOSED by Cllr Y Miéville, seconded by Cllr Cross and AGREED (8 in favour, 3 abstention) that the Minutes be APPROVED and SIGNED.

49. TOWN CLERK'S REPORT & CORRESPONDENCE

The paper was noted (see Appendix A).

D-Day Events Summary and Expenditure – The Town Council and the Legion received positive feedback about the D-Day 80 commemorative events, exhibition and Armed Forces Expo. These were memorable and poignant events for the town and were also a pleasure to be a part of. Councillors may recall authorising expenditure of £800 for D-Day events and the Town Clerk can confirm that the budget has, unfortunately, been overspent by £14.05. This is due to a last-minute addition of a sound technician and equipment for both the Noon and 8pm services, because of concerns over attendees not being able to hear the proceedings. Councillors will note that there was a large contribution of £200 towards the events from the Blandford & District branch of the RBL. In addition, the scaffolding for the beacon was generously provided free of charge by Sydenhams (because of it being used for a D-Day event) and the propane gas was kindly donated by Cllr Stevens. We had biscuits, cake, beer and cider leftover from previous events, so only fruit juice and wine were purchased, which also helped save money.

50. CIVIC REPORT

The paper was distributed to Councillors via email prior to the meeting (see Appendix B).

51. STOPPING UP APPLICATIONS

51.1 To reconsider the Hospital Metalcraft Ltd – Proposed Stopping Up of Highway Application

The paper was noted (see Appendix C) and it was PROPOSED by Cllr Cross, SECONDED by Cllr Stevens and AGREED (7 in favour, 2 against and 2 abstentions) that the Town Council reconsiders the application.

It was PROPOSED by Cllr Cross, SECONDED by Cllr Stevens but NOT AGREED (5 in favour, 6 against) that in light of new information, the Town Council supports the application.

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr H Miéville and AGREED (6 in favour, 5 against) that

The Town Council objects to the proposed pre-consultation to the application to stop up the highway rights at Land at Blandford Heights Industrial Estate, due to public danger on the highway, worsening of access and major inconvenience to the industrial estate users.

ACTION: TOWN CLERK

51. **STOPPING UP APPLICATIONS (cont.)**

51.2 To consider stopping up of highway at land to the South East of Sunrise Business Park and North of the A350 Blandford Bypass

The paper was noted (see Appendix D).

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

The Town Council has no objections to the application.

ACTION: TOWN CLERK

52. **RECOMMENDATIONS AND RECEIPT OF MINUTES**

52.1 FINANCE & STAFFING MEETING HELD ON 10TH JUNE 2024

52.1.1 Recommendations (including financial statements)

The paper was noted (see Appendix E).

52.1.1.1 Minute No. 10 – TO APPROVE AMENDED ASSET TOTALS

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

The updated Asset Register is approved.

ACTION: TOWN CLERK

52.1.1.2 Minute No. 11 – INTERNAL AUDITOR'S REPORT AND SIGNED ANNUAL INTERNAL AUDIT REPORT PAGE OF THE ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN

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

The Town Council notes the Internal Auditor's Report, the items raised which have been actioned, and the Annual Governance Statement of the Annual Return.

ACTION: TOWN CLERK

52.1.1.3 Minute No. 12 – TO APPROVE SECTION 1 ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN FOR THE YEAR ENDING 31ST MARCH 2024

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

The Town Council approves Section 1 – Annual Governance Statement of the Annual Return for the year ending 31st March 2024.

ACTION: TOWN COUNCIL

52.1.1.4 Minute No. 13 – TO APPROVE SECTION 2 STATEMENT OF ACCOUNTS OF THE ANNUAL RETURN FOR THE YEAR ENDING 31ST MARCH 2024

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

The Town Council approves Section 2 – Statement of Accounts of the Annual Return for the year ending 31st March 2024.

ACTION: TOWN COUNCIL

52. RECOMMENDATIONS AND RECEIPT OF MINUTES (cont.)

52.1.1.5 Minute No. 14 – TO CONFIRM THE DATES OF THE EXERCISE OF PUBLIC RIGHTS AS 26TH JUNE TO 6TH AUGUST 2024 AND THE REQUIRED INFORMATION AND NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE ACCOUNTABILITY REVIEW WILL BE PUBLISHED ON THE TOWN COUNCIL'S WEBSITE FROM TUESDAY 25TH JUNE 2024

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

The Town Council confirms the dates of the Exercise of Public Rights as 26th June 2024 to 6th August 2024 and the information will be published on the website on 25th June 2024 with notices displayed on the notice boards.

ACTION: TOWN COUNCIL

52.1.1.6 Minute No. 15 – TO CONFIRM ANY CONFLICT OF INTERESTS WITH EXTERNAL AUDITOR BDO LLP

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

The Town Council confirms that it does not have any conflicts of interest with BDO LLP and signs the form accordingly.

ACTION: TOWN COUNCIL

52.1.1.7 Minute No. 16 – REVIEW OF END OF YEAR ACCOUNTS 2023/24

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

The Annual Accounts for 2023/24 are approved.

ACTION: TOWN COUNCIL

52.1.1.8 Minute No. 17 – TO CONSIDER APPROVING THE UPDATED FINANCIAL REGULATIONS

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

The amendments detailed in the report are approved and the Financial Regulations are updated accordingly.

ACTION: TOWN COUNCIL

52.1.2 TO RECEIVE THE MINUTES OF THE FINANCE & STAFFING COMMITTEE MEETING HELD ON MONDAY 10TH JUNE 2024

The Minutes were RECEIVED.

52.2 RECREATION & AMENITIES MEETING HELD ON 10th JUNE 2024

52.2.1 Recommendations

None

52.2.2 TO RECEIVE THE MINUTES OF THE RECREATION & AMENITIES MEETING HELD ON MONDAY 17TH JUNE 2024

The Minutes were RECEIVED.

53. TO CONSIDER A GRANT REQUEST FROM THE BLANDFORD LITERARY FESTIVAL

The paper was noted (see Appendix F).

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

In addition to the free venue hire, the Town Council would like to approve a grant for the Blandford Literary Festival to sponsor two authors to provide free events up to a combined total of £300 upon receipt of invoices, but informs the group that there are numerous grants available from Dorset Council that may be suitable (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

ACTION: TOWN CLERK

54. TO CONSIDER RESPONDING TO A CONSULTATION ON THE DORSET COUNCIL CONTAMINATED LAND STRATEGY 2024

The paper was noted (see Appendix G).

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

The Town Council has no comments on the Strategy.

ACTION: TOWN CLERK

55. TO CONFIRM THE MEMBERSHIP OF WORKING GROUPS FOR THE FIVE-YEAR TERM (DEFERRED FROM THE ANNUAL MEETING)

The paper was noted (see Appendix H).

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

a. **The Town Council confirms membership of the:**
   - **Climate Change working group – Pat Osborne remains on group as a resident and the appointment of Chairman is delegated to the working group.**
   - **DC Market Area Enhancement – all councillors.**

b. **The Town Council Plan for the 2024-2029 period is postponed until towards the end of the Corn Exchange Project, however officers can carry out a basic update of the document in the meantime.**

c. **Cllr Lacey-Clarke is selected to replace Cllr Cross as representative for the Blandford Forum Almshouse Charity.**

d. **Councillors approve the working group policy.**

ACTION: TOWN CLERK

56. TO APPROVE THE DIARY OF MEETINGS 2024/25

The paper was noted (see Appendix I).

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

The Town Council approves the diary of meetings for 2024/25 but the Town Clerk considers the impact of moving the Mayor Making ceremony to Friday 16th May 2025 instead of Friday 23rd May 2025, with delegated authority to confirm the date with the Chairman of Council and the Chairman of the Finance & Staffing Committee.

ACTION: TOWN CLERK

57. TO CONSIDER EXPENDITURE AUTHORITY TO REPLACE CCTV BRIDGES

The paper was noted (see Appendix J).

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

The Town Council approves expenditure of £4,104.51 + VAT on the replacement bridges for the town centre CCTV system and a larger screen for the Police to view the system on, using CCTV Accruals (Expenditure Authority: General Power of Competence Localism Act 2011 s1-8).

ACTION: TOWN CLERK

58. PLANNING MATTERS

The paper was noted (see Appendix K).

58.1 P/FUL/2024/02674 – Sydenhams Hire Centres, Blandford Heights Industrial Estate, Blandford Forum DT11 7TE – Construction of an extension on the north east elevation of the building. Construction of an extension on the south west elevation of the building.

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

The Town Council has no objections to the application and Blandford+ Policy B10 applies.

ACTION: TOWN CLERK

58.2 P/HOU/2024/02484 – 34 Kings Road, Blandford Forum, DT11 7LB – Erect front porch. Install replacement rear bay window/door. Replace rear windows and door with patio doors. Install flue, external gas meter and paint pebble dash.

It was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr H Miéville and AGREED (9 in favour, 1 abstention, 1 non-vote) that

The Town Council has no objections to the application and Blandford+ Policy B10 applies.

ACTION: TOWN CLERK

58.3 P/FUL/2024/00233 – Lot 2, Blandford Brewery, Bournemouth Road, Blandford St Mary – Convert buildings into 24 No. dwellings and erect 17 No. dwellings, form parking.

It was PROPOSED by Cllr Cross, SECONDED by Cllr H Miéville and AGREED (7 in favour, 3 against, 1 abstention) that

The Town Council has no objection to the planning application but asks Dorset Council's Planning North to consider making the following conditions of development:

1) **Pedestrian crossing – this was promised in the first phase of the development but has not been delivered. The Councillors ask that the developers install a pedestrian crossing, as originally promised, to improve safety for members of the public crossing the road, especially children, the vulnerable and the elderly.**

2) **The safety aspect of the play area and lack of equipment - the overflow pond is extremely dangerous and must be made secure. Councillors feel that the play area is not fit for purpose and ask the developers to secure the area and install more play equipment.**

58. PLANNING MATTERS (cont.)

3) Lack of parking – Councillors are of the opinion that the developers are providing the bare minimum required legally and feel this is not good enough. They ask that the developers increase the amount of parking.

4) Dark Skies – Councillors ask that the applicant introduces measures to alleviate the impact on dark skies.

The Town Council agreed that the planning application complies with: Blandford + NP policies B1 and B10, Design Code CA7, Settlement Layout Codes 1 & 2. Streets & Parking Codes 3 – 8, Built Form Codes 10-12 & 15, Environmental Efficiency Codes 16-20.

ACTION: TOWN CLERK

58.4 P/TRT/2024/02825 – 2 Maple Tree Close, Blandford Forum, Dorset, DT11 7FU – T1 Oak Fell to ground level, T2 Oak reduce lateral branches by up to 2m

The paper was noted for information only.

58.5 P/TRC/2024/03203 – 35 Albert Street Blandford Forum DT11 7HZ – T1 Yew Fell.

The paper was noted for information only.

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

59.1 Neighbourhood Plan – Blandford + Monitoring Group

A meeting is scheduled for Thursday morning to review some discrepancies with the mapping.

59.2 BFTC Commemoration Group

The Group is pleased with the turnout and feedback from the D-Day exhibition.

59.3 Climate Change & Biodiversity

A meeting is due to be arranged.

59.4 Dorset Council Grant to support the Market Area Enhancement Project

The paper was noted (see Appendix L) and the Chairman encouraged Councillors to get people to complete the consultation.

60. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

None

The meeting closed at 9:06pm.

SIGNED …… DATED ……..……