



# BLANDFORD FORUM TOWN COUNCIL

To: All Members of the Recreation & Amenities Committee  
(Cllr S Chapman, Cllr A Cross, Cllr N Lacey-Clarke, Cllr H Miéville, Cllr L Hitchings,  
Cllr S Hitchings, Cllr M Putt and Cllr T Clarkson)

All other Town Councillors  
Members of the Public & the Press

Dorset Council Councillors

Dear Member,

## **RECREATION & AMENITIES COMMITTEE MEETING**

You are summoned to attend a meeting of the Recreation & Amenities Committee which will be held in the **Woodhouse Gardens Pavilion**, The Tabernacle, Blandford Forum DT11 7GQ on **Monday 16<sup>th</sup> September 2024 at 7:00 pm** to consider the following items. The meeting is also accessible for the public to attend remotely via Microsoft Teams [using this link](#).

Linda Scott-Giles  
Town Clerk  
9<sup>th</sup> September 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 Committee, 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 Committee 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 Committee.

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. Apologies
3. To receive any Declarations of Interest and Requests for Dispensations
4. [Minutes of the Meeting held on 17<sup>th</sup> June 2024](#)
5. [Town Clerk's Report & Correspondence](#)

6. Review of Recreation & Amenities Budgets to 31<sup>st</sup> August 2024
  - 6.1 [Analytical Review of Revenue Budget](#)
  - 6.2 [Review of Earmarked Reserves](#)
  - 6.3 [Reserve Accounts](#)
7. [To review proposals for venue hire charges for the refurbished Corn Exchange complex prior to the hire charges review in January 2025](#)
8. [Report by Operations Manager June 2024 – August 2024](#)
9. An opportunity for Members to suggest items for possible inclusion in the 2025/2026 budget to enable time for officers to investigate costs that can be brought back to the next Committee meeting in November

**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](http://www.blandfordforum-tc.gov.uk).**

### **DATES OF FUTURE MEETINGS**

23 <sup>rd</sup> September	Finance & Staffing Committee Meeting
28 <sup>th</sup> September	Community Expo (including budget consultation)
30 <sup>th</sup> September	Town Council Meeting (followed by a Town & General Purposes Committee meeting)

**Twinned with Preetz, Germany**



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



**Twinned with Mortain, France**



**Tel: 01258 454500  
Email: [admin@blandfordforum-tc.gov.uk](mailto:admin@blandfordforum-tc.gov.uk)  
[www.blandfordforum-tc.gov.uk](http://www.blandfordforum-tc.gov.uk)**

## Town Clerk's Report & Correspondence

Woodhouse Gardens Pavilion WiFi – The Town Council was paying £52 a month for broadband at the Pavilion with poor service and many attempts to rectify it had failed. Quotes were sourced from other companies, but there was no guarantee of a better service and prices were still high. The Town Clerk has therefore ordered the following two items totalling £149.88 and this is a one-off fee until January 2027 when the data runs out.



TP-Link AC1200 4G+ Cat4 Wireless Dual Band Router, 4X10/100Mbps ports, 4G Network Micro SIM Slot Unlocked, Connects up to 64 Devices, Plug and Play, Guest & Parental Control, UK Plug (Archer MR400)

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Model: 80GB Until 8th Jan 2027

Indoor Market – Stall holders have decided to hire the Parish Rooms between them because they do not like being at the Woodhouse Gardens Pavilion and they say they are not making any money, however this was being stated when they were located in the Corn Exchange. The kitchen/café is still going strong at the Pavilion and the Market Manager will look to recruit new stall holders.

Blandford Allotment Society – The Chairman, Ian Ricketts has informed us that he is stepping down from his position as Chairman but will remain whilst his successor is chosen. Ian has been Chairman since 2018 and in that time the Town Council has worked with him on various challenges, not least the relocation of the allotments and all the Council staff have found him a joy to work with him and will miss him as Chairman.

## Analytical Review of Revenue Budget

	Annual Budget	Budget to Date	Actual Spend to Date	Budget Variance	Status
<b>INCOME</b>					
Corn Exchange	0	0	0	0	Under-budget
Woodhouse Gardens	7,500	3,125	2,295	(830)	Under-budget
Larksmead	1,500	625	0	(625)	Under-budget
Park Road	0	0	0	0	Under-budget
Cemetery	11,000	4,583	8,581	3,998	On Target
Sundries	3,700	1,542	7,407	5,366	On Target
Skate park	0	0	0	0	Under-budget
<b>Total Income</b>	<b>23,700</b>	<b>9,875</b>	<b>18,283</b>	<b>7,908</b>	On Target
<b>EXPENDITURE</b>					
Vehicles	12,902	5,376	5,408	32	Over-Budget
Corn Exchange	25,900	12,292	3,323	(8,968)	On Target
Woodhouse Gardens	4,072	1,697	2,404	708	Over-Budget
Larksmead	1,930	804	321	(483)	On Target
Park Road	3,000	0	(118)	(118)	On Target
Recreation Ground (as Corporate Trustee)	36,844	15,352	0	(15,352)	On Target
Cemetery	6,918	3,237	3,900	664	Over-Budget
Glenmore Workshop	7,418	3,466	4,767	1,301	Over-Budget
Langton	330	138	1,420	1,283	Over-Budget
Skatepark	1,100	458	3,046	33	Over-Budget
Sundries	20,334	8,473	4,958	(3,514)	On Target
<b>Total Expenditure</b>	<b>120,748</b>	<b>51,291</b>	<b>29,430</b>	<b>(24,416)</b>	
<b>TOTAL COST</b>	<b>97,048</b>	<b>41,416</b>	<b>11,146</b>	<b>(32,325)</b>	On Target

Note

Over budget figure positive variance

Under budget negative variance ( )

	Annual Budget	Budget to Date	Actual Spend to Date	Budget Variance	Status
<b>NET REVENUE</b>					
VEHICLE RUNNING COSTS	12,902	5,376	5,408	32	Over-Budget
CEMETERY	(4,082)	(1,347)	(4,681)	(3,334)	On Target
GLENMORE WORKSHOP	7,418	3,466	4,767	1,301	Over-Budget
LARKSMEAD	430	179	321	142	Over-Budget
PARK ROAD	3,000	0	(118)	(118)	On Target
CORN EXCHANGE	25,900	12,292	3,323	(8,968)	On Target
RECREATION GROUND	36,844	15,352	0	(15,352)	On Target
WOODHOUSE GARDENS	(3,428)	(1,428)	110	1,538	Over-Budget
SUNDRIES	16,634	6,931	(2,449)	(8,880)	On Target
LANGTON ROAD	330	138	1,420	1,283	Over-Budget
SKATEPARK	1,100	458	3,046	33	Over-Budget
<b>REVENUE TOTAL</b>	<b>97,048</b>	<b>41,416</b>	<b>11,146</b>	<b>(32,325)</b>	On Target
<b>Total</b>	<b>97,048</b>	<b>41,416</b>	<b>11,146</b>	<b>(32,325)</b>	

Note

Over budget figure positive variance

Under budget negative variance ( )

## Review of Earmarked Reserves

			Balance as at 31/3/24	Income & Transfer of funds	Budget 2024/25	Total Reserves	Spend YTD	Committed YTD	Current Balance
1050		Allotment - ring fenced charges	4,512	0	0	4,512			4,512
10510	2014	B/Heights Phase 1 - POS - S106	56,766	0	0	56,766	5,125	4	51,641
10520	Transferred 2013	B/Heights Phase 2 - POS - S106	24,021	0	0	24,021	1,345	5	22,676
10521		B/Heights Phase 2 - Playarea Maint - S106	4,908	0	0	4,908	2,650	3	2,257
10530		B/Heights Phase 3A -POS - AREA 1 (20 years) - S106	12,109	0	0	12,109			12,109
10531		B/Heights Phase 3A -POS - AREA 2 (20 years) -S106	50,966	0	0	50,966			50,966
10532		B/Heights Phase 3A -POS - AREA 3 (20 years) - S106	57,443	0	0	57,443			57,443
10533		B/Heights Phase 3A -POS - AREA 4 (20 years) - S106	24,484	0	0	24,484			24,484
10534		B/Heights Phase 3A -COM SUM - LAP (20 years) - S106	34,900	0	0	34,900			34,900
10535		B/Heights Phase 3A -COM SUM - LEAP (20 years) - S106	172,441	0	0	172,441			172,441
10536		B/Heights Phase 3A -COM SUM - NEAP (20 years) - S106	113,458	0	0	113,458			113,458
10537		B/Heights Phase 3A -CAP SUM - LAP - S106	9,978	0	0	9,978			9,978
10538		B/Heights Phase 3A -CAP SUM - LEAP -S106	52,801	0	0	52,801			52,801
10539		B/Heights Phase 3A -CAP SUM - NEAP -S106	116,944	0	0	116,944			116,944
10540		B/Heights Public Arts - S106	13,012	0	0	13,012			13,012
1060		Planned Preventative Maint (PPM)	20,109	4,000	4,000	24,109	3,632	1	20,477
1061		Cemetery Chapel (PPM)	8,420	1,000	1,000	9,420			9,420
1062		Cemetery Workshop (PPM)	11,000	1,000	1,000	12,000			12,000
1064		Cemetery Wall	32,654	0	0	32,654			32,654
1065		Disability Discrimination Act (DDA)	374	0	0	374	374	6	0
1067		Play Area Fencing & Surfacing	11,537	4,500	4,500	16,037			16,037
1068		Larksmead Outdoor Fitness	2,000	0	0	2,000			2,000
1070		Seat Replacement	1,696	0	0	1,696			1,696
1071		Skatefest	-215	2,500	2,500	2,285	2,055	2	230
1075		Tree Survey & Works (5 Years)	16,913	2,000	2,000	18,913			18,913
1080		H & S Works Memorials	1,263	0	0	1,263			1,263
1090		Woodhouse Garden Wall Repairs	22,150	500	500	22,650			22,650
1096		Contingency	1,000	0	0	1,000			1,000
			<b>877,642</b>	<b>15,500</b>	<b>15,500</b>	<b>893,142</b>	<b>15,181</b>	<b>0</b>	<b>877,961</b>

(if Contingency budget is unspent on 31st March 2024 balance will remain committed to code 1096)

**Spend**

**Committed**

		0	
(1)	Preventative Maintenance Inspect of skate park equipment	400	(a)
	WHG handrail - DDA compliance	427	
	WHG extra lighting - R&A 17/8/24 Min8	2,200	
	Inline meter for borehole	605	
		3,632	
(2)	Skatefest sponsorship - Pitmans	-100	
	Skatefest sponsorship - Kens Kabs	-200	
	Skatefest sponsorship - Off Camber	-100	
	Skatefest sponsorship - Atlas Outdoor Adventure Store	-100	
	Banners	60	
	St John's first aid cover	172	
	Hire of toilets	174	
	King Ramps event fee	2,150	
		2,055	
(3)	Mower repairs	125	
	Roundabout repairs	2,344	
	Dog waste bin	181	
		2,650	
(4)	Bin empties - annual fee	3,781	
	Salary adjustment April to August inc	1,344	
		5,125	
(5)	Salary adjustment April to August inc	1,345	
		1,345	0
(6)	Handrail for Bowling Club - DDA compliance	374	
		374	
		15,182	

## Reserves

Nominal Code(s)	Standard Asset Replacement Accruals	Responsible Committee	Balances	Movements to 31.03.25	Balance at 31.03.25	Sub Totals
			£		£	
1300	IT	F & S	24,036.86		24,036.86	
1305	Skate park	R & A	79,251.48		79,251.48	
1310	General Play Equipment	R & A	85,140.51	- 4,960.00	80,180.51	
1315	Maintenance Equipment Replacement	R & A	15,433.60		15,433.60	
1320	Vehicle Replacement	R & A	18,990.00		18,990.00	
1325	Tractor Replacement	R & A	18,820.80		18,820.80	
1330	Mower Replacement	R & A	39,890.02	- 5,750.00	34,140.02	
1340	CCTV / ANPR	T & GP	43,371.78	- 4,104.51	39,267.27	
1345	Benches	T/C	47,751.50		47,751.50	
1350	Glenmore Depot	R & A	39,999.99		39,999.99	
1351	B/Heights Play Equipment	R & A	13,322.91		13,322.91	
1352	B/Heights Maintenance Equipment Replacement	R & A	13,190.91		13,190.91	
			<b>439,200.36</b>			<b>424,385.85</b>
	<b>Earmarked Accounts</b>					
1020	T & GP Town Maps	T&GP	3,282.77		3,282.77	
1021	T & GP DCC Highways	T&GP	86.25		86.25	
1025	T & GP Christmas Lights	T&GP	469.75	14,927.75	14,458.00	
1030	T & GP Tourism	T&GP	3,555.44		3,555.44	
1035	T & GP Twinning	T&GP	1,302.81		1,302.81	
1040	T & GP Town Improvements	T&GP	5,190.10	- 1,120.00	4,070.10	
1042	T & GP Seat Replacement	T&GP	2,633.81		2,633.81	
1045	T & GP Contingency	T&GP	908.33		908.33	
1135	Railway Arches	T & GP	3,745.56	- 708.50	3,037.06	
			<b>20,235.32</b>			<b>33,334.57</b>
10510	R & A B/Heights Phase 1 POS	R&A	56,766.22	- 5,125.64	51,640.58	
10520	R & A B/Heights Phase 2 POS	R&A	24,020.57	- 1,344.20	22,676.37	
10521	R & A B/Heights Phase 2 - Play area com Sums	R&A	2,382.43	- 125.00	2,257.43	
10530	R & A B/Heights Phase 3	R&A	12,108.55		12,108.55	
10531	R & A B/Heights Phase 3	R&A	50,966.32		50,966.32	
10532	R & A B/Heights Phase 3	R&A	57,442.93		57,442.93	
10533	R & A B/Heights Phase 3	R&A	24,483.78		24,483.78	
10534	R & A B/Heights Phase 3	R&A	34,900.27		34,900.27	
10535	R & A B/Heights Phase 3	R&A	172,440.51		172,440.51	
10536	R & A B/Heights Phase 3	R&A	113,457.57		113,457.57	
10537	R & A B/Heights Phase 3	R&A	9,978.26		9,978.26	
10538	R & A B/Heights Phase 3	R&A	52,801.28		52,801.28	
10539	R & A B/Heights Phase 3	R&A	116,943.53		116,943.53	
10540	R & A B/Heights Phase 3	R&A	13,011.55		13,011.55	
			<b>741,703.77</b>			<b>735,108.93</b>
1060	R & A Plan Preventative Maintenance	R & A	20,108.91	972.87	21,081.78	
1061	R & A Cemetery Chapel	R & A	8,420.00	1,000.00	9,420.00	
1062	R & A Cemetery Workshop	R & A	11,000.00	1,000.00	12,000.00	
1064	R & A Cemetery Wall	R & A	32,654.49		32,654.49	
1065	R & A DDA	R & A	373.87	- 373.87	-	
1067	R & A Play area fencing & surfacing	R & A	11,536.66	4,500.00	16,036.66	
1068	R & A Larksmead Outdoor fitness	R & A	2,000.00		2,000.00	
1070	R & A Seat Replacement	R & A	1,695.85		1,695.85	
1071	R & A Skate Fest	R & A	214.89	445.12	230.23	
1072	R & A Community Fridge	R & A	1,072.00		1,072.00	
1075	R & A 5 Year Tree Survey	R & A	16,913.20	2,000.00	18,913.20	
1080	R & A H&S Mem Cemetery	R & A	1,263.00		1,263.00	
1090	R & A Woodhouse Garden Wall Repairs	R & A	22,150.00	500.00	22,650.00	
1096	R & A Contingency	R & A	1,000.00		1,000.00	
			<b>129,973.09</b>			<b>140,017.21</b>
	<b>Other Earmarked Accounts</b>					
1001	Earmarked Interest	F & S	1,984.64	- 1,984.64	-	Transferred to Corn Exchange
1002	Property Fund Dividend	F & S	25,656.49	- 25,656.49	-	Transferred to Corn Exchange
1003	Office relocation		17,980.02	- 8,555.18	9,424.84	
1005	Election Costs	T/C	5,856.35	39.40	5,816.95	
1006	Youth Services	T/C	10,726.03		10,726.03	
1009	BFTC Commemoration Group	T/C	242.60	392.07	634.67	
1010	Capital Interest	F & S	19,016.63	- 19,016.63	-	Transferred to Corn Exchange
1011	Land North of Bypass / Sport & Recreation/Cricket Club path	T/C	5,772.98		5,772.98	
1012	The Blandford Events Group	T/C	442.17		442.17	
1013	Neighbourhood Plan	T/C	4,797.13		4,797.13	
1015	Support for Essential Services ( Earmarked)	T/C	49.00		49.00	
1017	Woodhouse Garden Re-build	T/C	19,981.67		19,981.67	
1019	Old Bath House/St Peter & St Paul's Churchyard (Listed Wall & Town Pump)	T & GP	44,351.48		44,351.48	
1050	Allotments	R&A	4,512.13		4,512.13	
1335	Civic Regalia	F & S	14,474.63	- 24.97	14,449.66	
1195	Improvements to Market Area	T/C	69,500.00	- 500.00	69,000.00	
1500	General Reserves	T/C	214,615.22		214,615.22	
			<b>459,959.17</b>			<b>404,573.93</b>
	<b>Capital Projects</b>					
1104	Corn Exchange S106 Funds	T/C	83,177.06	2,100.00	85,277.06	
1105	Corn Exchange	T/C	442,140.35	808,610.25	1,250,750.60	
1110	Corn Exchange Promotions Group	T/C	1,583.11		1,583.11	
1115	Corn Exchange Project Development	T/C	163,928.83		163,928.83	
1116	Corn Exchange HLF Stage 1 Matchfunding	T/C	172,379.97		172,379.97	
1120	Corn Exchange & Venues Refurbishment Project	T/C	79,000.00		79,000.00	
1122	Corn Exchange Community Hall S106 Funds	T/C	103,292.81		103,292.81	
1125	Cemetery Field Project	R & A	1,000.00		1,000.00	
1175	CCTV / ANPR - New Equipment	T & GP	2,451.23		2,451.23	
			<b>1,048,953.36</b>			<b>1,859,663.61</b>
						<b>3,597,084.10</b>
	<b>Total Reserves</b>		<b>2,840,025.07</b>	757,059.03	3,597,084.10	<b>Total Reserves</b>



## To review proposals for venue hire charges for the refurbished Corn Exchange complex prior to the hire charges review in January 2025

Staff have started work on the future pricing for the Corn Exchange intending to keep it reasonably priced for community groups and residents to use. The prices hadn't increased for several years, because we weren't offering very good facilities and an initial 5% increase on the 2023/24 prices has been proposed for Councillors to consider (Appendix A).

This information has been prepared ready for the R&A meeting in January, when the hire charges are discussed. Due to the suggestion of including weddings, and wanting to be prepared ahead of the opening, the information is being put forward for Councillors now. It may be that Councillors require more information on a particular fee, which gives us time to carry out the research.

Staff discussions continue in the office on the future usage of the rooms, and Councillors were asked to let us know if they would like to be involved in staff meetings about future plans. Cllrs Chapman, Putt and Y Miéville offered to do this. Due to the light agenda, and opportunity for additional discussion, the matter has been added to this agenda.

### Weddings

The Town Clerk and Bookings Receptionist have met with the Dorset Council Registrar team to discuss the venue for weddings and they think it would be ideal. It costs £1,400 for a three-year period to be licensed for weddings. A member of staff or Councillor would need to be present, as the responsible person, to meet the registrar.

The Bookings Receptionist has done some research on what other towns in the county offer, summarised below.

#### Fees for registrars to attend a licensed venue

Day of the week	2024-2025	2025-2026
Monday to Friday	£596	£626
Saturday/Sunday	£662	£695
Bank Holiday	£714	£750

Ceremony venue	Weekdays	Saturdays
Bridport – Mountfield	£552	£600
Dorset Register Office, Dorchester <i>(this table is copied from the website, but we wonder if this line is missing a 0 - £560)</i>	£56	n/a
Gillingham Town Hall	£684	£731
Sherborne Council Chamber, Manor House	£634	£723
Swanage Council Chamber	£728	£778
Weymouth Ceremony Rooms	£646	£693

Blandford Corn Exchange	Year	Max Numbers	Cost		Additional Registrar Cost
Corn Exchange		200	£800	For whole building for all day and evening	<b>2025-2026</b>
Town Hall		50			£626
Council Chamber		15			£695
Corn Exchange per session			£250	Civil Ceremony only	£750
Town Hall per session			£150		
Council Chamber per session			£75		
<b>Crown Hotel</b>	2025				
Sealey Suite		150	£265	Civil Ceremony only	
<b>Dorchester Corn Exchange</b>	2024	280	£1,500	For whole building for all day - NOW RUN BY DORCHESTER ARTS	
The Town Hall		120	£500	For Day	
Council Chamber		50			
<b>Gillingham Town Hall</b>					
The Civic Hall	24/25	60	£684	Weekdays - Includes attendance of Registrar	
			£731	Saturdays - Includes attendance of Registrar	
<b>Lyme Regis Town Hall</b>	25/26				
The Guildhall		65/75	£450	Mon to Fri - 9am to 12pm, 12pm to 3pm, 3pm to 6pm	
			£550	Sat to Sun & BH " " "	
<b>Shaftesbury Town Hall</b>	25/26				
Council Chambers		Up to 5	£250	For up to 2 hours - Fri pm and any time Sat, Sun & B/H	
incl use of Mayors Parlour				£60 Per hour for beyond 2 hours	
		6 to 20	£300		
		21 to 40	£350		
		41 to 60	£400		
<b>Swanage Council Chamber</b>	25/26				
			£728	Weekdays - Includes attendance of Registrar	
			£778	Saturdays - Includes attendance of Registrar	
<b>Wareham Corn Exchange</b>	23/24				
Corn Exchange			£275	Mon to Fri 8am to 6pm - max 5 hours / Sat & Sun 8am to 6pm	
Council Chamber		50	£275	Mon to Fri 8am to 4pm / Sat & Sun 8am to 4pm	
<b>Wimborne Minster Town Hall</b>					
The Council Chamber		48	£350	Wimborne Parishioners Mon to Fri - 2pm to 4.30pm	
			£450	Wimborne Parishioners Sat - 10am to 4.30pm	
			£500	Non Wimborne Mon to Fri - 2pm to 4.30pm	
			£600	Non Wimborne Sat - 10am to 4.30pm	

## **Recommendation**

It is recommended that the Committee considers the information within the report and proceeds with staff, and interested Councillors, meeting to discuss the matter further prior to the R&A Committee meeting in January when the hire charges will be set for 2025/26.

Linda Scott-Giles  
Town Clerk  
5<sup>th</sup> September 2024



## Appendix A

Blandford Corn Exchange	Year	Max Numbers	Cost		Additional Registrar Cost
Corn Exchange		200	£800	For whole building for all day and evening	<b>2025-2026</b>
Town Hall		50			<u>£626</u>
Council Chamber		15			<u>£695</u>
Corn Exchange per session			£250	Civil Ceremony only	<u>£750</u>
Town Hall per session			£150		
Council Chamber per session			£75		
<b>Crown Hotel</b>	2025				
Sealey Suite		150	£265	Civil Ceremony only	
<b>Dorchester Corn Exchange</b>	2024	280	£1,500	For whole building for all day - NOW RUN BY DORCHESTER ARTS	
The Town Hall		120	£500	For Day	
Council Chamber		50			
<b>Gillingham Town Hall</b>					
The Civic Hall	24/25	60	£684	Weekdays - Includes attendance of Registrar	
			£731	Saturdays - Includes attendance of Registrar	
<b>Lyme Regis Town Hall</b>	25/26				
The Guildhall		65/75	£450	Mon to Fri - 9am to 12pm, 12pm to 3pm, 3pm to 6pm	
			£550	Sat to Sun & BH " " "	
<b>Shaftesbury Town Hall</b>	25/26				
Council Chambers		Up to 5	£250	For up to 2 hours - Fri pm and any time Sat, Sun & B/H	
incl use of Mayors Parlour				£60 Per hour for beyond 2 hours	
		6 to 20	£300		
		21 to 40	£350		
		41 to 60	£400		
<b>Swanage Council Chamber</b>	25/26				
			£728	Weekdays - Includes attendance of Registrar	
			£778	Saturdays - Includes attendance of Registrar	
<b>Wareham Corn Exchange</b>	23/24				
Corn Exchange			£275	Mon to Fri 8am to 6pm - max 5 hours / Sat & Sun 8am to 6pm	
Council Chamber		50	£275	Mon to Fri 8am to 4pm / Sat & Sun 8am to 4pm	
<b>Wimborne Minster Town Hall</b>					
The Council Chamber		48	£350	Wimborne Parishioners Mon to Fri - 2pm to 4.30pm	
			£450	Wimborne Parishioners Sat - 10am to 4.30pm	
			£500	Non Wimborne Mon to Fri - 2pm to 4.30pm	
			£600	Non Wimborne Sat - 10am to 4.30pm	

## Report by Operations Manager June 2024 – September 2024

### **STAFFING**

Eight Staff are attending Health Surveillance in September.  
First aid refresher training was taken by three staff in August.

### **CORN EXCHANGE**

Work is progressing, and visits were undertaken by Councillors and Staff during August.

Monthly progress meetings continue to be held between representatives of the Town Council, the design team and the contractors.

A timeline and plans for the building were added to the hoarding at the front of the building.

The office roof had the lead stolen, the Police were informed and an insurance claim covered some of the cost of repair.

### **RUGBY CLUB**

A 25 year lease has been signed with the Rugby Club for the pavilion this means we are no longer directly responsible for Health and Safety checks and the maintenance of the building.

### **PARK ROAD**

A new fire risk assessment was carried out at the Football Pavilion in July and this highlighted the need for a fire alarm system. Quotes are being sought,

The football season has started, and the pitch is playing well.

A new disabled handrail is being installed at the main entrance to the Bowling Pavilion, this meets building regulations.

A new meter was installed at the borehole.

### **PLAY AREAS**

Repairs were carried out at Balmer Road and a new spinner installed at Larksmead.

### **TOWN**

The planters received a lot of compliments, and the weather has been kind to the displays this year.

### **TREES**

Tree works are due to start next month and there is a long list of works to be done.

### **CEMETERY**

The cemetery has received lots of compliments about the way it is kept and it has reached the finals of Cemetery of the year again for the second year running.

### **HEALTH AND SAFETY**

New advice and risk assessments have been carried out on vibration levels and noise levels.

A new first aid assessment has been carried out.

Monthly legionella testing continues.

All alarms have been serviced.

PAT Testing is being done.

## **WORKS CARRIED OUT**

### **June 2024 – August 2024**

06 Jun	Woodhouse Gardens	D-Day events held
10 Jun	Woodhouse Gardens	Counter terrorism training
05 Jul	Allotments	Alarm Serviced
08 Jul	Corn Exchange	Alarm serviced
15 Jul	Toilets	Handwash unit repaired
18 Jul	All Venues	Zurich inspections.
19 Jul	Woodhouse Gardens	New outside lighting installed
20 Jul	Railway Arches	Site meeting to discuss survey
25 Jul	Depot	Alarms serviced.
30 Jul	Royal British Legion	Progress meeting (Corn Exch).
02 Aug	Larksmead Play Area	New spinner installed
03 Aug	Corn Exch.	Fire strategy meeting
08 Aug	Skate Park	Graffiti cleaned off
13 Aug	Rugby pavilion	25 year lease signed
14 Aug	Langton	Wooden fence repaired
15 Aug	Skate Park	Cleaned out under ramps
18 Aug	Skate Park	Skate Fest
21 Aug	Corn Exch.	Progress meeting (Corn Exch)
20 Aug	Skate Park	Repairs
25 Aug	Park Road	New meter installed at borehole.
04 Sept	Office roof	Lead replaced

## VANDALISM

### June 2024 – August 2024

<u>Date</u>	<u>Location</u>	<u>Remarks</u>
11 Jun	Skate Park	Broken Glass
22 Jun	Marsh and Ham Toilets	Flush damaged
26 Jun	Railway Arches	Broken Glass and Litter
31 Jun	Skate Park	Broken Glass
05 Jul	Tabernacle toilet	Toilet blocked
15 Jul	Skate Park	Broken Glass
25 Jul	Railway Arches	Broken Glass
30 Jul	Marsh and Ham Toilets	Toilet Blocked
05 Aug	Railway Arches	Broken Glass
07 Aug	Skate Park	Graffiti
09 Aug	Langton	Fence damaged
14 Aug	Marsh and Ham Toilets	Toilet Blocked
20 Aug	Skate Park	Broken Glass
28 Aug	Bowling Club	Machinery shed broken into (police informed)
29 Aug	Skate Park	Broken Glass
30 Aug	Marsh and Ham Toilets	Hand wash damaged
03 Sept	Skate Park	Broken Glass

Evidence of drug use and rough sleeping at public toilets at various times throughout the period (Police aware).