BLANDFORD FORUM TOWN COUNCIL

To: Town & General Purposes Committee Members (Cllr R Holmes, Cllr T Clarkson, Cllr H Miéville, Cllr S Stevens, Cllr Y Miéville, Cllr B Quayle, Cllr M Putt, Cllr G Del-Pinto, Cllr S Morgan)

All other members of the Town Council Dorset Council Councillors
Members of the Public & the Press

Dear Member,

TOWN & GENERAL PURPOSES COMMITTEE

You are summoned to attend a meeting of the Town & General Purposes Committee which will be held in the **Woodhouse Gardens Pavilion,** The Tabernacle, Blandford Forum DT11 7GQ on **Monday 13th October 2025** to follow the Planning Committee meeting that starts **at 7pm** 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
6th October 2025

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 14th July 2025
5. Committee Clerk's Report & Correspondence

6. General Updates from:

   6.1 Blandford Business Support Group
   6.2 Blandford Police (report to follow)
   6.3 Market Manager

7. DC Highways

   7.1 To discuss a resident's concerns over pedestrian crossing points on Salisbury Road

8. Review of Town & General Purposes Budgets to 30th September 2025

   8.1 Analytical Review of Revenue Budget
   8.2 Review of Earmarked Reserves
   8.3 Reserve Accounts

9. Christmas 2025

   9.1 To consider Christmas Window Competition details and expenditure approval for proposed prize money

   9.2 To appoint the judges for the Christmas Window Competition 2025

   9.3 To approve a newsletter to all businesses regarding the small Christmas trees and decorations

10. An opportunity for Members to suggest items for possible inclusion in the 2026/2027 budget to enable time for officers to investigate costs that can be brought back to the next Committee meeting in November

DATES OF FUTURE MEETINGS

20th October	Corn Exchange Meeting at 7pm
27th October	Town Council Meeting at 7pm, followed by a Barnes for a Recreation Trust Meeting

Minutes of the Town Council and Committee meetings are available from Blandford Library, the Town Clerk's Office and online at www.blandfordforum-tc.gov.uk.

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

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

Agenda Item No. 5

Committee Clerk's Report

Dog Waste Bin request, Angus Close – At the last meeting the committee heard a request from a resident in Agus Close for a dog waste bin to be installed due to the high volume of waste being left on the floor. The committee agreed to contact the housing provider, Sovereign, who owns the land to see if they would carry this out. They responded on 20th August to say that regrettably, they have advised that they would not install this, as they have no infrastructure set up for collections. They have said they will speak with residents and ask those who are dog owners to be more mindful when it comes to disposing of dog waste.

Previous request for traffic calming measures on Park Road – A resident's request for as speed survey on park Road was heard at the last meeting in July. The council responded to the resident informing them that that they agree that speed can be an issue on this road and would support the idea of a group of residents carrying out a speed survey, however the council do not have the resources to be involved in it. The resident declined the idea of volunteering to carry out a speed survey. We contacted the speed survey Team at Dorset Council to see if there were any historical issues with speed on this road. They informed us that a survey was carried out in 2018 the results then showed speeds to be low and as the layout of the road hasn't changed since this survey it is unlikely to be much different now

Market Report

If we need to cancel the street market due to high winds/yellow weather warnings, Dorset council do not charge us for parking compensation.

I continue to follow up all enquiries

Pitches let by day

Saturday

Sat 5th April 7 pitches let

Sat 12th April 8 pitches let

Sat 19th April 2 pitches let

Sat 26th April 4 pitches let

Sat 3rd May 2 pitches let

Sat 10th May 7 pitches let

Sat 17th May 5 pitches let

Sat 24th May 5 pitches let

Sat 31st May 5 pitches let

Sat 7th Jun 2 pitches let

Sat 14th Jun 3 pitches let

Sat 21st Jun 7 Pitches let

Sat 28th Jun 3 pitches let

Thursday

Thursday 3rd April 7 pitches let

Thursday 10th April 11 pitches let

Thursday 17th April 8 pitches let

Thursday 24th April 10 pitches let

Thursday 1st May 11 pitches let

Thursday 8th May10 pitches let

Thursday 15th May 10 pitches let

Thursday 22nd May 12 pitches let

Thursday 29th May 11 pitches let

Thursday 5th Jun no spaces used (no parking compensation paid)

Thursday 12th Jun no spaces used (no parking compensation paid)

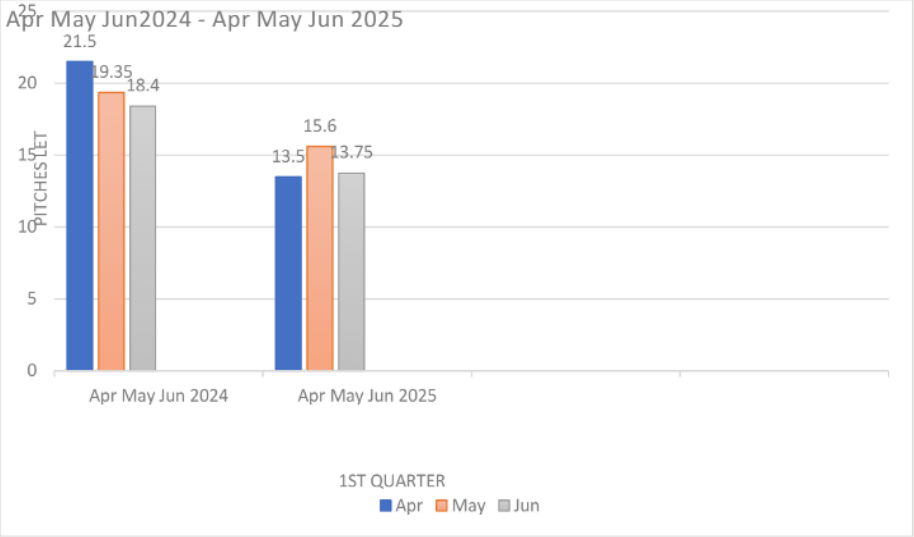
Thursday 19th Jun 11 pitches let

Thursday 26th Jun 9 pitches let

Thursdays continue to have a higher occupancy. The corn exchange works continues to have an impact on the market. We have had two days cancelled where no parking compensation was paid.

Greenslade Fish Mongers continue to come to Blandford Forum Market on Thursdays as well as Saturdays.

Average Weekly Pitches Let



Apr 2024 **21.5** average pitches let. Apr 2025 **13.5** average pitches let.

Feb 2024 **19.35** average pitches let. May 2025 **15.6** average pitches let.

Mar 2024 **18.4** average pitches let. Jun2025 **13.75** average pitches let.

The average for the 2nd quarter of 2024 is 19.75

The average for the 2nd quarter of 2025 is 14.28

The difference in these figures remain due to the Corn Exchange works and the loss of the Indoor Market and 4 street pitches which cannot be let due to the hoarding. I have had enquiries regarding pitches for Thursdays from Traders who may want to come to market when the hoarding is removed. This includes the Shoe stall who are likely to return.

Indoor Market

The Indoor Market Traders continue their indoor market "tabletop sale" in the Parish Centre opposite Woodhouse Gardens. The Indoor traders have told me that they will be able to return to the Corn Exchange when it re-opens. The Café continues at Woodhouse Gardens and is busy. Lisa from the café at Woodhouse Gardens wishes to return to The Corn Exchange when it re-opens, I continue to follow up new enquiries for stalls.

NABMA (National Association of British Market Authorities)

NABMA continue to be a fantastic resource for the market industry. They have a wealth of knowledge, are easy to contact and reply immediately with any advice. Their "Basecamp" resource continues to be invaluable by putting us in touch with many other Market Teams/Managers nationwide.

Chip & Pin Card payments

All of our traders except one are now able to accept Chip & Pin Card payments.

Andy Reynolds

Market Manager

Agenda Item 7.1

To discuss a resident's concerns over pedestrian crossing points on Salisbury Road

The following email was sent to the council by a resident on 18th September 2025:-

Salisbury Road is a heavily used route running through the whole of Blandford, and it is especially busy with school students. Currently, there are only two sets of traffic lights along the road, one of which frequently does not work.

Since my son has started walking to school, I've noticed there are very few safe crossing points for children. The only ones available are the lights by the Co-op and the lights by the cemetery. However, there are popular destinations along the road, such as Budgens and One Stop, where many children and other pedestrians cross without a designated crossing. This is a very busy road, and I often see children running across unsafely because they have no other option. The situation is made worse when the traffic lights at the T-junction by the cemetery either do not function properly or take up to 10 minutes to change to a green man light.

Could the traffic lights at the T-junction be checked, and could the council also consider installing either an additional set of traffic lights or a zebra crossing along Salisbury Road to provide safer crossing points?

Analytical Review of Revenue Budget to 30th September 2025

N/L code		Annual Budget	Budget to Date	Actual to Date
COSTS				
4711	Vandalism	0	0	
5600	Markets - Advertising	200	100	
5601	Markets - Equip Purchase	50	25	
5602	Markets - Equip Maint	0	0	
5603	Markets - Health & Safety	0	0	
5604	Markets - Telephone	120	60	50
5605	Markets - DCC Parking Charges	12,500	6,250	3,072
5606	Markets - Rates	1,650	825	824
5607	Markets - Printing & Stationery	0	0	
5020	CCTV/ANPR Maintenance	3,500	1,750	2,020
5050	CCTV Electric Supply	350	175	38
5060	Grit Bin Re-fill (1.)	100	50	
6200	Containers Planting & Signs	5,150	2,575	33
6210	Xmas Lights		0	2,550
6211	Tourism		0	173
6214	Town Improvements		0	200
6217	Contingency		0	
	Total Costs	*23,620*	*11,810*	*8,960*
INCOME				
2900	Markets - Street Rent	15,450	7,725	5,674
2810	Shambles Rent / Craft Market	1,500	750	
2820	Indoor Market	1,250	625	263
3754	T & G Income	0	0	
3850	T & G Income	0	0	
3900	Planter Sponsorship	800	400	617
	Total Income	*19,000*	*9,500*	*6,553*
	NET COST / (INCOME)	**4,620**	**2,310**	**2,407**

Agenda Item 8.2

Review of Earmarked Reserves to 30th September 2025

Nominal Code	Budget	Balance b/f	Transfer To/From General Reserves		Budget Approved 2025/26	Total Reserves	Spend YTD		Committed YTD		Current Balance
1020	Town Maps, Boards & Fingerposts	3,283			0	3,283	0		0		3,283
1021	DCC Highways	86	-86		0	0	0		0		0
1025	Christmas Town Decorations*	1,669	15,000		15,000.00	16,669	6,108	6	9,907	4	654
1030	Tourism	3,435			0	3,435	583	3	0		2,852
1035	Twinning	1,303			0	1,303	0		0		1,303
1040	Town Improvements	3,878	586		500	4,464	200	5	0		4,264
1042	New Benches	2,634	-2,634	1	0	0	0		0		0
1135	Railway Arches	2,157	500		500	2,657	0		0		2,657
1045	Contingency***	908	-908	2	0	0	0		0		0
		19,353	**12,458**		**16,000**	**31,811**	**6,891**		**9,907**		**15,013**

Income/Transfers From Reserves

1	Transferred to DDA compliance	-	2,633.81
2	Transferred to General Reserve	-	908.33

YTD Spends

3	Printing photographs for competition	173.40	
	Jamie Jigsaw - 3 hours August 2025	410.00	
			583.40
5	Sponsor Business Awards		
	Planning 08.09.25 item30		200.00
6	Main Xmas tree - TC 28.07.25 Min.9		5,100.00
	WHG Lights - TC 29.09.25		1,008.00
	TOTAL		**6,891.40**

Breakdown of Committed funds

4	Installation & removal of trees & columns
	TC 28.04.25 Item 199
	WHG lights TC 29.09.25

Agenda Item 8.3

Reserve Accounts to 30th September 2025

Nominal Code(s)	Standard Asset Replacement Accruals	Responsible Committee	Opening Balances	Adjustment to Opening Balance	Amended Opening Balance	In year movements	Current Balance as at	Sub Totals	
			£					£	
1300	IT	F & S	30,107.84		30,107.84	- 1,649.67	28,458.17		
1305	Skate park	R & A	8,147.68	52,427.72	60,575.40	3,205.91	63,781.31		
1310	General Play Equipment	R & A	94,932.84		94,932.84	5,592.00	100,524.84		
1315	Maintenance Equipment Replacement	R & A	18,122.23		18,122.23		18,122.23		
1320	Vehicle Replacement	R & A	22,454.50		22,454.50	6,300.00	28,754.50		
1325	Tractor Replacement	R & A	21,090.40		21,090.40		21,090.40		
1330	Mower Replacement	R & A	39,172.67		39,172.67	6,400.00	45,572.67		
1340	CCTV / ANPR	T & GP	44,479.18	2,451.23	46,930.41		46,930.41		
1345	Benches	T/C	62,427.72	- 52,427.72	10,000.00		10,000.00		
1350	Glenmore Depot	R & A	63,115.05		63,115.05	- 1,976.37	61,138.68		
1351	B/Heights Play Equipment	R & A	14,816.13		14,816.13		14,816.13		
1352	B/Heights Maintenance Equipment Replacement	R & A	24,039.09		24,039.09	- 4,120.40	19,918.69		
			442,905.33		**445,356.56**	**13,751.47**	**459,108.03**	**459,108.03**	
	Earmarked Accounts		-		-		-		
1020	T & GP Town Maps	T&GP	3,282.77		3,282.77		3,282.77		
1021	T & GP DCC Highways	T&GP	86.25	- 86.25	-		-		
1025	T & GP Christmas Lights	T&GP	1,668.80		1,668.80	9,900.00	11,568.80		
1030	T & GP Tourism	T&GP	3,435.44		3,435.44	- 583.40	2,852.04		
1035	T & GP Twinning	T&GP	1,302.81		1,302.81		1,302.81		
1040	T & GP Town Improvements	T&GP	3,878.10	86.25	3,964.35	300.00	4,264.35		
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	2,157.06		2,157.06	500.00	2,657.06		
			19,353.37		**15,811.23**	**10,116.60**	**25,927.83**	**25,927.83**	
10510	R & A B/Heights Phase 1 POS	R&A	49,298.50		49,298.50	- 5,397.13	43,901.37		
10520	R & A B/Heights Phase 2 POS	R&A	20,334.29		20,334.29	- 1,228.76	19,105.53		
10521	R & A B/Heights Phase 2 - Play area com Sums	R&A	2,257.43		2,257.43		2,257.43		
10530	R & A B/Heights Phase 3	R&A	12,108.55		12,108.55		12,108.55		
10531	R & A B/Heights Phase 3	R&A	50,966.32		50,966.32		50,966.32		
10532	R & A B/Heights Phase 3	R&A	57,442.93		57,442.93		57,442.93		
10533	R & A B/Heights Phase 3	R&A	24,483.78		24,483.78		24,483.78		
10534	R & A B/Heights Phase 3	R&A	34,900.27		34,900.27		34,900.27		
10535	R & A B/Heights Phase 3	R&A	172,440.51		172,440.51		172,440.51		
10536	R & A B/Heights Phase 3	R&A	113,457.57		113,457.57		113,457.57		
10537	R & A B/Heights Phase 3	R&A	9,978.26		9,978.26		9,978.26		
10538	R & A B/Heights Phase 3	R&A	52,801.28		52,801.28		52,801.28		
10539	R & A B/Heights Phase 3	R&A	116,943.53		116,943.53		116,943.53		
10540	R & A B/Heights Phase 3	R&A	13,011.55		13,011.55		13,011.55		
			730,424.77		**730,424.77**	**- 6,625.89**	**723,798.88**	**723,798.88**	
1060	R & A Plan Preventative Maintenance	R & A	-		-	6,000.00	6,000.00		
1061	R & A Cemetery Chapel	R & A	9,420.00	1,000.00	10,420.00	1,000.00	11,420.00		
1062	R & A Cemetery Workshop	R & A	12,000.00		12,000.00	1,000.00	13,000.00		
1064	R & A Cemetery Wall	R & A	32,654.49		32,654.49		32,654.49		
1065	R & A DDA	R & A	-	2,633.81	2,633.81	500.00	3,133.81		
1067	R & A Play area fencing & surfacing	R & A	16,036.66		16,036.66		16,036.66		
1068	R & A Larksmead Outdoor fitness/equipment repairs and maintenance	R & A	2,000.00		2,000.00		2,000.00		
1070	R & A Seat Repairs and maintenance	R & A	1,695.85		1,695.85		1,695.85		
1071	R & A Skate Fest	R & A	319.34		319.34	130.31	449.65		
1072	R & A Community Fridge	R & A	1,072.00		1,072.00		1,072.00		
1075	R & A 5 Year Tree Survey	R & A	18,913.20		18,913.20		18,913.20		
1080	R & A H&S Mem Cemetary	R & A	1,263.00		1,263.00		1,263.00		
1090	R & A Woodhouse Garden Wall Repairs	R & A	22,005.00		22,005.00	500.00	22,505.00		
1096	R & A Contingency	R & A	1,000.00	- 1,000.00	-		-		
			118,379.54		**121,013.35**	**9,130.31**	**130,143.66**	**130,143.66**	
	Other Earmarked Accounts						-		
1001	Earmarked Interest	F & S	4,356.99		4,356.99	438.41	4,795.40		
1002	Property Fund Dividend	F & S	49,725.62		49,725.62	9,072.87	58,798.49		
1003	Office relocation		10,668.84		10,668.84	9,000.00	19,668.84		
1005	Election Costs	T/C	8,266.95		8,266.95		8,266.95		
1006	Youth Services	T/C	10,726.03		10,726.03		10,726.03		
1009	BFTC Commemoration Group	T/C	614.67		614.67	- 260.04	354.63		
1010	Capital Interest	F & S	62,306.80		62,306.80	20,606.03	82,912.83		
1011	Cricket Club path/Land North of By pass	T/C	5,772.98		5,772.98	- 2,550.00	3,222.98		
1013	Neighbourhood Plan	T/C	4,676.44		4,676.44	- 200.00	4,476.44		
1015	Support for Essential Services (Earmarked)	T/C	49.00	- 49.00	-		-		
1017	Woodhouse Garden	T/C	19,981.67		19,981.67		19,981.67		
1019	St Peter & St Paul's Churchyard (Listed Wall & Town Pump)	T & GP	44,351.48		44,351.48	- 527.00	43,824.48		
1050	Allotments	R&A	4,317.46		4,317.46		4,317.46		
1335	Civic Regalia	F & S	12,337.82		12,337.82	- 412.50	11,925.32		
1195	Improvements to Market Area	T/C	69,000.00		69,000.00		69,000.00		
1125	Cemetery Field Project	R & A	1,000.00	- 1,000.00	-		-		
1175	CCTV / ANPR - repairs	T & GP	2,451.23	- 2,451.23	-		-		
1500	General Reserves	T/C	230,882.67	1,957.33	232,840.00	- 1,466.00	231,374.00		
			541,486.65		**539,943.75**	**33,701.77**	**573,645.52**	**573,645.52**	
							-		
	Capital Projects						-		
1104	Corn Exchange S106 Funds	T/C	85,277.06		85,277.06		85,277.06		
1105	Corn Exchange	T/C	1,712,528.18		1,712,528.18	- 1,473,089.22	239,438.96		346,898.41
1110	Corn Exchange Promotions Group	T/C	1,583.11		1,583.11	- 875.00	708.11		
1115	Corn Exchange Project Development	T/C	173,928.83		173,928.83	10,000.00	183,928.83		
1116	Corn Exchange HLF Stage 1 Matchfunding	T/C	182,379.97		182,379.97	10,000.00	192,379.97		
1117	PWLB repayments		180,081.80		180,081.80	100,000.00	280,081.80		
1120	Corn Exchange & Venues Refurbishment Project	T/C	79,000.00		79,000.00		79,000.00		
1122	Corn Exchange Community Hall S106 Funds	T/C	103,292.81		103,292.81		103,292.81		
		-	**2,518,071.76**		**2,518,071.76**	**- 1,353,964.22**	**1,164,107.54**	**1,164,107.54**	
							-	3,076,731.46	Total Reserves
	Total Reserves		**4,370,621.42**	0.00	4,370,621.42	- 1,293,889.96	3,076,731.46		

Agenda Item 9.1

Christmas 2025

To consider Christmas Window Competition details and expenditure approval for proposed prize money

Background

Every year in December the Town Council holds the Christmas Window Competition, to encourage shops and businesses to decorate their windows and create a Christmas atmosphere in the town centre and beyond. This is always well received. Details of the Christmas Window Competition are below, in the form of a poster that shops will receive.

Recommendation

It is recommended that the Committee agrees how many prizes should be given and the individual amounts, using funds from the Christmas Lights or Town Improvements budget line (Expenditure Authority: General Power of Competence Localism Act 2011 sl-8).

Agenda Item 9.2

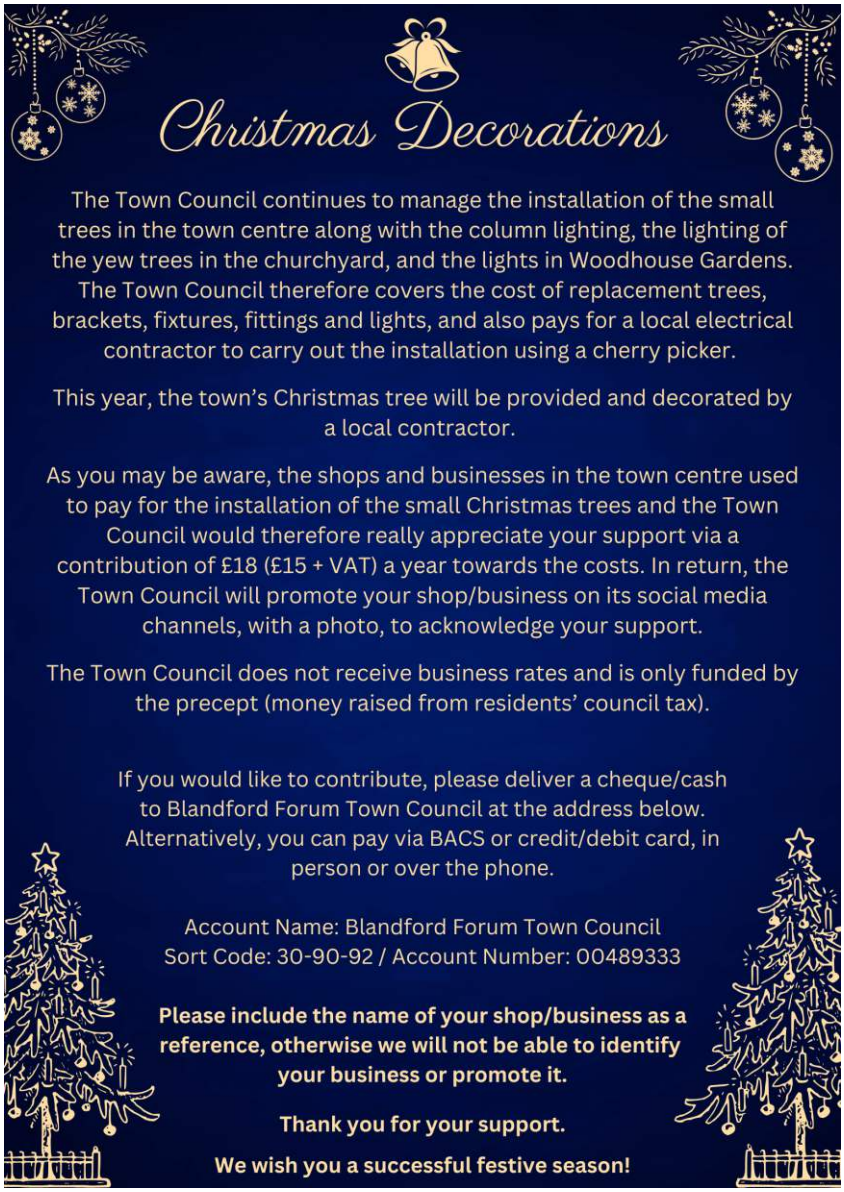
To appoint the judges for the Christmas Window Competition 2025

The judging panel has previously included the Mayor, the Chairman of the Town & General Purposes Committee and, in former years, the editor of the Forum Focus, the High Sheriff, the Mayor's youth representative where relevant, etc. It is suggested that the Committee selects another judge and the judging takes place over 5th-7th December 2025 with certificates presented the following week, to give more time for windows to be decorated.

Councillors are requested to appoint the judging panel, agree the judging weekend and when the certificates will be presented to the shopkeepers.

Agenda Item 9.3

To approve a newsletter to all businesses regarding the small Christmas trees and decorations



Recommendation

Councillors are requested to approve the newsletter so it can be sent to all businesses in the town centre and to the businesses in the surrounding industrial estates that have contributed in recent years.

Becci Brady
Committee Clerk
6th October 2025