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 **Woodhouse Gardens Pavilion**, The Tabernacle, Blandford Forum DT11 7GQ on **Monday 27th October 2025 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
20th 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 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 September 2025

6. Town Clerk's Report & Correspondence

7. Civic Report (paper to follow)

8. Recommendations and Receipt of Minutes

   8.1 Recreation & Amenities Committee Meeting dated 15th September 2025

      8.1.1 To Receive the Amended MINUTES

8.2 Town & General Purposes Committee Meeting dated 13th October 2025

8.2.1 Recommendations

8.2.2 To Receive the MINUTES

9. To retrospectively approve expenditure for replacement laptops and consider usage for the redundant machines

10. Planning Matters

10.1 Appendix A – New Planning Application (refer to draft Appendix A attached)

10.2 Appendix B – Dorset Council Decisions on Planning Applications and Applications Awaiting Decisions (distributed prior to the meeting)

10.3 Site Visits/Dorset Council Planning Meetings

11. To receive an update and consider any requests regarding the:

11.1 Neighbourhood Plan Working Group – Blandford +

11.2 BFTC Commemoration Group

11.3 Climate Change & Biodiversity

11.4 Dorset Council Grant to support the Market Area Enhancement Project

11.4.1 To receive an update from the working group meeting held on 22nd September 2025 and the proposed layout (subject to suggestions being received by the Town Clerk)

12. 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)

13. Remembrance Events Briefing

DATES OF FUTURE EVENTS/MEETINGS

2nd November	Royal British Legion Cemetery Service
3rd November	Planning Meeting – CANCELLED
7th November	Remembrance School Involvement at 10:30 at the churchyard
9th November	Remembrance Sunday Parade 2:30pm
10th November	Recreation & Amenities Committee Meeting
11th November	Armistice Day 10:45am
17th November	Town & General Purposes Committee Meeting
24th November	Town Council Meeting

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

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

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

Town Clerk's Report & Correspondence

Allotment Relocation – The Town Council solicitor has advised that the Blandford Trusts and Wyatt now wish to proceed to exchange. On completion the Town Council will collect the option fee (£15,000) *plus* VAT and the contribution to the professional costs up to £25,000 for solicitors and £17,500 of land agent fees. The RFO has therefore sent the invoice for this.

Data Protection Toolkit Service – The RFO recently undertook training, with a specialist company that works with the DAPTC, for the new Assertion 10 rules for the audit process that are being introduced. As a result, the Town Council was offered a £100 discount from £695+VAT for 12 months to £595+VAT, which has been accepted, and the service includes:

- Online hub with guided learning journey for data protection and FOI
- Assertion 10 readiness support
- Data protection and FOI deep-dive best practice masterclasses for senior staff
- Unlimited, regular refresher training courses on Zoom for all council staff
- Unlimited, regular refresher training courses on Zoom for all councillors
- 2 hours of 1-2-1 Darren time and bespoke support over the 12 months
- No obligation to renew beyond 12 months

Agenda Item No. 9

To retrospectively approve expenditure for replacement laptops and consider usage for the redundant machines

The Market Manager's laptop was updated and approved during the 2024-25 financial year. The laptops for the RFO, Town Clerk and Operations Manager have recently been replaced during this financial year. They are the HP Notebook 15.6" i5,16GB RAM, 512SSD, Win 11 Pro, 3 year warranty.

To date, two members of staff have asked if they can purchase the old machines from the Town Council and the Town Clerk has advised that the Councillors will be asked for their views.

One laptop is required for the AV booth so it can be used by the council for events/meetings but there is no requirement for the other machines.

Recommendation

Councillors are asked to retrospectively approve expenditure for the three laptops purchased during this financial year at £549.89 each and to consider selling old (wiped) machines to staff.

Linda Scott-Giles
Town Clerk
20th October 2025

Agenda Item No. 10

PLANNING APPENDIX A – NEW PLANNING APPLICATION
Town Council Meeting on Monday 27th October 2025

	Application & Date	Application Details	Comments/ Blandford + Neighbourhood Plan 2011-2033
1	P/LBC/2025/05138 Miss Anna Walter Deadline: 29/10/2025 (extension granted to 5/11/2025)	26 White Cliff Mill Street Blandford Forum DT11 7BE Carry out re-roofing works. Replacement of existing front & rear doors & creation of ceiling loft hatch. Retain replacement of 2no. windows	Blandford + NP Policies: B10 Design Code: CA2 Built Form Code: 15 & 17