



# Annual Meeting of the Town Council

[Link to Agenda here](#)

## MINUTES

**Held on:** Tuesday, 05 May 2026 at 7 pm in the Corn Exchange

**Members Present:** Cllr H Miéville (Outgoing Chairman), Cllr C Stevens (Outgoing Vice Chairman and Incoming Chairman), Cllr Y Miéville (Incoming Vice Chairman), Cllr S Hitchings, Cllr L Hitchings, Cllr N Lacey-Clarke, Cllr A Cross, Cllr R Holmes, Cllr S Chapman, Cllr T Clarkson, Cllr M Putt, Cllr G Del-Pinto, Cllr S Morgan, Cllr J Robinson

**Absent:** Cllr B Quayle, Cllr M Spruce

**Officers Present:** Town Clerk, Operations Manager, Committee Clerk

**In attendance:** Press (0), Members of the public (0).

### **TC1.1 Election of Chairman of Council / Town Mayor**

1.1.1. One nomination for Chairman and Mayor for 2026/27 was received and it was **RESOLVED** with an absolute majority (13 in favour, 1 against) that

*Cllr Stevens is elected as Chairman of the Council and Town Mayor for 2026/27. He made his declaration of acceptance of office as Chairman of the Council and thanked the outgoing Chairman, Cllr Miéville for his efforts over the 2025/26 Mayoral Year.*

1.1.2. The Mayor's charities for 2026/27 would be Blandford Opportunity Group and Kidney Care Dorset.

1.1.3. The Mayor's Chaplain for 2026/27 would be Reverend Chris Beaumont

### **TC1.2 Election of Vice Chairman of Council / Deputy Town Mayor**

1.2.1. Nominations for Vice Chairman of Council and Deputy Town Mayor were received for Cllr Y Miéville and Cllr A Cross. It was **RESOLVED** with an absolute majority (8 for Cllr Y Miéville, 6 for Cllr Cross), that

*Cllr Y Miéville is elected as Vice Chairman of the Council and Town Mayor for 2026/27.*

### **TC1.3 Apologies**

1.3.1. There were no apologies received at this point. Councillors Quayle and Spruce were noted as absent.

### **TC1.4 Declarations of Interest and Requests for Dispensations**

1.4.1. There were no declarations made and no dispensations had been received.

### **TC1.5 Minutes**

1.5.1. Minutes of the previous Town Council meeting were received and it was **RESOLVED** (11 in favour, 3 abstentions) that

*the minutes of Monday, 27 April 2026 be approved for signing as a true record of the decisions taken.*

### **TC1.6 Minutes and recommendations of committees**

1.6.1. It was noted that there were no minutes or recommendations from committees relevant to this meeting.

Initial:

**TC1.7 Review of Delegation Arrangements**

1.7.1. Officer report 7 and Scheme of Delegation was received and it was **RESOLVED** (unanimously) that

*The Council removes reference to the Corn Exchange Committee and adopts the Scheme of Delegation for the 2026/27 Mayoral year.*

**ACTION: TOWN CLERK**

**TC1.8 Terms of Reference**

1.8.1. Officer report 8 was received and it was **RESOLVED** (unanimously) that

*No changes are required to the General Terms of Reference Applicable to All Committees or the Planning, Finance & Staffing Committee, Town & General Purposes Committee and Recreation & Amenities Committee remits, dissolves the Corn Exchange Committee, retiring those terms of reference and notes the Park Road management and administration moves from the Recreation & Amenities Committee to Barnes Trust.*

**ACTION: TOWN CLERK**

**TC1.9 Appointment of Members to Existing Committees**

1.9.1. Officer report 9 was received and the following committee membership and roles were **RESOLVED**

**TOWN COUNCIL PLANNING (All Members)**

Committee Chairman – Cllr A Cross  
(unanimous)  
All Town Councillors

Committee Vice Chairman – Cllr N Lacey-Clarke (unanimous)

**RECREATION & AMENITIES COMMITTEE (9 Members)**

Committee Chairman – Cllr Y Miéville  
(unanimous)  
Chairman of Council – Cllr C Stevens  
Cllr S Hitchings  
Cllr M Putt  
Cllr H Miéville

Committee Vice Chairman – Cllr S Chapman  
(unanimous)  
Vice Chairman of Council – Cllr Y Miéville  
Cllr L Hitchings  
Cllr J Robinson  
Cllr A Cross

**TOWN & GENERAL PURPOSES COMMITTEE (9 Members)**

Committee Chairman – Cllr T Clarkson (8 in favour, 6 against)  
Chairman of Council – Cllr C Stevens  
Cllr H Miéville  
Cllr S Morgan  
Cllr M Putt

Committee Vice Chairman – Cllr R Holmes  
(unanimously)  
Vice Chairman of Council – Cllr Y Miéville  
Cllr B Quayle  
Cllr G Del-Pinto

**FINANCE & STAFFING COMMITTEE (9 Members)**

Committee Chairman – Cllr S Hitchings (12 in favour, 2 against)  
Chairman of Council – Cllr C Stevens  
Chairman of Town & General Purposes Committee – Cllr T Clarkson  
Cllr M Putt  
Cllr G Del-Pinto

Committee Vice Chairman – Cllr H Miéville  
(13 in favour 1 abstention)  
Vice Chairman of Council – Cllr Y Miéville  
Chairman of Recreation & Amenities Committee – Cllr Y Miéville  
Cllr A Cross  
Cllr L Hitchings

**ACTION: TOWN CLERK**

Initial:

**TC1.10 Appointment of new Committees and Confirm Working Groups**

1.10.1. Officer report 10 was received and it was **RESOLVED** (unanimously) that

*The Climate Working Group and Market Enhancement Working Group would continue, that a Working Group be created to mark 300 years commemoration of the Fire of Blandford to coordinate and complement other groups in the town, the Chair to be Cllr J Robinson. That the membership of all working groups extends to the Full Town Council.*

ACTION: TOWN CLERK

**TC1.11 Standing Orders and Financial Regulations**

1.11.1. Officer report 11 was received and it was **RESOLVED** (unanimously) that

*The Standing Orders and Financial Regulations be adopted with no changes.*

ACTION: TOWN CLERK

**TC1.12 Review of Arrangements with Other Local Authorities**

1.12.1. Officer report 12 was received and the arrangements currently in place with other authorities and not-for-profit bodies and businesses was **NOTED**.

**TC1.13 Reports from Representatives of Community and Local Organisations**

1.13.1. Officer report 13 was received and Cllr T Clarkson provided a written report related to Blandford +NP group, Citizens Advice Dorset, North Dorset Tourism Group and Blandford Information Centre Trustees. This is appended to these minutes.

**TC1.14 Representations on External Bodies**

1.14.1. Officer report 14 was received and it was **RESOLVED** that

*Representatives to community and local organisations and Town Council Appointments for 2026/27 are approved as follows*

ORGANISATION	REPRESENTATIVE 2026/27	
Allotment Society	Cllr M Spruce	Cllr Y Miéville
Ancient Monuments Officer	Cllr R Holmes	Cllr Del-Pinto
BFTC Commemoration Group	Cllr M Putt Cllr R Holmes	Cllr S Chapman Cllr A Cross
Blandford + Neighbourhood Plan	<u>Voting Rights</u> Roger Carter Cllr A Cross	<u>Attendees:</u> Cllr S Chapman
Blandford Community Fridge	Cllr Y Miéville	Cllr C Stevens
Blandford Fashion Museum	Cllr M Putt Cllr C Stevens	Cllr S Chapman
Blandford Forum Charities (4 Cllrs) (Five-year electoral term)	Cllr R Holmes Cllr N Lacey-Clarke	Cllr H Miéville Cllr S Chapman
Blandford Information Centre Observer	Cllr T Clarkson	
Blandford Leisure Centre Consultative Group		
Blandford Literary Festival	Cllr R Holmes	Cllr Y Miéville
Blandford Opportunity Group	Cllr N Lacey-Clarke	Cllr S Morgan Cllr Y Miéville

Initial:

ORGANISATION	REPRESENTATIVE 2026/27	
Blandford Yuletide Festival	Cllr M Putt Cllr Y Miéville Cllr C Stevens Cllr S Chapman Cllr T Clarkson	Cllr G Del-Pinto Cllr L Hitchings Cllr J Robinson Cllr H Miéville Cllr A Cross
Citizens Advice Dorset	Cllr T Clarkson	Cllr Y Miéville
Clean Up Blandford Campaign	Cllr A Cross Cllr Y Miéville Cllr G Del-Pinto	Cllr C Stevens Cllr M Putt Cllr S Morgan Cllr H Miéville
Cycling Officer	Cllr L Hitchings	
Diversity Representative	Cllr N Lacey-Clarke Cllr R Holmes	Cllr T Clarkson
Dorset Association of Parish & Town Councils (DAPTC) Larger Councils and North Dorset	Cllr C Stevens	Cllr R Holmes
Flood Warden	Cllr R Holmes	Cllr T Clarkson
Foundation Governors Blandford Secondary School Foundation	Cllr N Lacey-Clarke	Cllr M Putt
Free Expression		
Mortain & Blandford Twinning Association	Cllr A Cross	Cllr H Miéville
North Dorset Tourism Meetings	Cllr C Stevens	Cllr T Clarkson
Nourish (Blandford Food Bank)	Cllr S Hitchings	Cllr H Miéville
Pretz Twinning Association		
Remembrance Sunday Planning Group (5-year term)	Cllr S Hitchings Cllr R Holmes Cllr S Chapman	Cllr G Del-Pinto Cllr J Robinson Cllr M Putt
Town Museum, Arts & Heritage Trust	Cllr A Cross	
TREADS	Cllr G Del-Pinto	Cllr S Morgan Cllr H Miéville
Tree Warden	Cllr T Clarkson	Cllr J Robinson
Wellness Clinics	Cllr Y Miéville	Cllr S Morgan
William Williams Charity Representative	Cllr C Stevens	

ACTION: TOWN CLERK

**TC1.15 S. 137 and the General Power of Competence**

- 1.15.1. Officer report 15 was received and the Council **CONFIRMED** it continues to meet the criteria of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

**TC1.16 Review of Inventory of Land and Assets**

- 1.16.1. Officer report 16 was received and it was **RESOLVED** (unanimously) to

*Approve the list of land registered to the Town council and note Appendix A.*

*Approve that the Town Council's asset Registers are updated regularly and were last reviewed at Full Council on 30<sup>th</sup> March 2026*

*Note that the deeds and trusts were last inspected in 2023/24 and were not inspected during 2024/25 or 2025/26 due to the closure of the Corn Exchange and limited access to the fire safe.*

Initial:

*Instruct the Town Clerk to ensure the scrolls are checked appropriately.*

**ACTION: TOWN CLERK**

**TC1.17 Review of Insurance Cover**

1.17.1. Officer report 17 was received and the Council **NOTED** that its Insurance Cover in respect of all insured risks has been approved for the 2026/27 Mayoral year.

**TC1.18 Review of Membership of Other Bodies**

1.18.1. Officer report 18 was received and the Council **NOTED** the memberships for the 2026/27 year:

<i>Dorset Association of Parish and Town councils (DAPTC)</i>	<i>Institute of Cemetery and Crematorium Management (ICCM)</i>
<i>National Association of British Market Authorities (NABMA)</i>	<i>Croner (HR and H&amp;S support)</i>
<i>Society of Local Council Clerks (SLCC)</i>	<i>Canva</i>
<i>Information Commissioners Office (ICO)</i>	<i>Amazon Prime</i>

**TC1.19 Complaints Procedure**

1.19.1. Officer report 19 was received and it was **RESOLVED** (unanimously) that

*The Town Council's Complaints Procedure is approved for 2026/27 Mayoral Year.*

**ACTION: TOWN CLERK**

**TC1.20 Freedom of Information, Privacy, Website Accessibility**

1.20.1. Officer report 20 was received and it was **RESOLVED** (unanimously) that

*The Town Council's Privacy Policy, including Freedom of Information Policy, and its Website Accessibility Statement are approved for the 2026/27 Mayoral Year.*

**TC1.21 Press and Media Communication Policy**

1.21.1. Officer report 21 was received and it was **RESOLVED** (unanimously) that

*The Town Council agrees that the Press and Media Policy and section 21 of the Standing Orders continue to be appropriate for the 2026/27 Mayoral Year.*

**ACTION: TOWN CLERK**

**TC1.22 Employment Policies and Procedures**

1.22.1. Officer report 22 was received and it was **RESOLVED** (unanimously) that

*The Town Council's employment policies and procedures are approved for the 2026/27 Mayoral year.*

**ACTION: TOWN CLERK**

**TC1.23 Calendar of Meetings**

1.23.1. Officer report 23 was received it was **RESOLVED** (unanimously) that

*The calendar up to May 2027 is noted and to agree future calendars much earlier in the ear to secure annual dates for events due to the Corn Exchange becoming busier.*

Initial:

**TC1.24 Risk Assessment**

1.24.1. Officer report 24 was received and it was **RESOLVED** (unanimously) that

*The Town Council’s Risk Assessment Management Policy (including Financial) is approved for the Mayoral Year 2026/27*

**ACTION: TOWN CLERK**

**TC1.25 Business Continuity Plan**

1.25.1. Officer report 25 was received and it was **RESOLVED** (unanimously) that

*The Business Continuity Plan continues to be appropriate for the 2026/27 Mayoral year.*

**ACTION: TOWN CLERK**

**TC1.26 Climate Biodiversity and Nature Action Plan**

1.26.1. Officer report 26 was received it was **RESOLVED** (13 in favour, 1 against) that

*The Town Council’s Climate Biodiversity and Nature Action Plan continues to be appropriate for the 2026/27 Mayoral year.*

**TC1.27 IT Policy**

1.27.1. Officer report 27 was received and it was **AGREED** (12 in favour, 2 against) that councillors provide feedback on the current document to the Town Clerk and that an amended policy is brought back to Council and the report to include costs for the Council to provide Councillor devices.

**ACTION: TOWN CLERK**

There being no further business, the meeting was closed at 9:09pm

These minutes will be considered for approval at the next meeting of the Town Council and, if approved, will be signed and dated by the Chair of that meeting.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_