BLANDFORD FORUM
TOWN COUNCIL

To Town & General Purposes Cllrs; Cllr T Clarkson, Cllr R Homes, Cllr C Stevens, Cllr Y Miéville , Cllr H Miéville , Cllr B Quayle, Cllr S Morgan, Cllr G Del-Pinto, Cllr M Putt:
All other recipients for information only.

Monday, 06 July 2026

Dear Member

Summons

You are summoned to a meeting of the **Town & General Purposes Committee** of Blandford Forum Town Council for the transaction of the business shown on the agenda below. To be held at 7 pm on **Monday, 13 July 2026** in the Corn Exchange. The quorum for the Town & General Purposes Committee is 5. This meeting will also be available to view online using Microsoft Teams using this link.

Public Participation and Democratic Quarter Hour

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 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 invite members of the public to comment on specific issues where their particular knowledge on a subject might prove of benefit to the Committee.
Join:

General Duties of 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.

Recording of Meetings

All attendees should be aware that filming, recording, photography or similar activity may take place during the meeting.

Date of next Town & General Purposes Committee Meeting: Monday, 05 October 2026

Yours sincerely

Claire Commons BA (Hons), Town Clerk

Twinned with Preetz, Germany

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

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Town & General Purposes Committee of Blandford Forum Town Council, **Monday, 13 July 2026, 7pm** Corn Exchange.

Agenda

TGP1.1 PUBLIC SESSION 3

(7:00 pm) To allow the public to make representations to the Council. .....(up to 15 mins)
Receive and note

TGP1.2 APOLOGIES 4

(7:20 pm) To receive and consider for acceptance, apologies for absence from Councillors summoned to attend .....(1 min)
Decision Item

TGP1.3 DECLARATIONS OF INTEREST 5

(7:21 pm) To declare interests relating to the business of the meeting.....(2 min)
Receive and note

TGP1.4 MINUTES 7

(7:23 pm) To receive the minutes of the Town & General Purposes Committee. .....(2 min)
Decision Item

TGP1.5 COMMITTEE CLERK'S REPORT AND CORRESPONDENCE 8

(7:25 pm) To receive updates and correspondence relating to the committee's remit. .....(10 min)
Receive and Note

TGP1.6 BLANDFORD POLICE 10

(7:35 pm) To receive updates and report from Blandford Police. .....(5 min)
Receive and Note

TGP1.7 BLANDFORD FORUM MARKET UPDATE JULY 2026 11

(7:40 pm) To receive reports pertaining to the Town & General Purposes Committee. .....(5 min)
To receive and Note

TGP1.8 DC HIGHWAYS 16

(7:45 pm) To discuss resident concerns re speed on Damory Street. .....(10 min)
Decision Item ..... *(Local Government Act 1972 Sch 12)*

TGP1.9 CHRISTMAS LIGHTS OPTIONS 2026 17

(7:55 pm) To discuss Christmas lights options for 2026. .....(20 min)
Decision Item

TGP1.10 FREE PARKING 20

(8:15 pm) To discuss remaining free parking day for 2026/27. .....(10 min)
Decision Item

TGP1.11 COMMITTEE BUDGET REVIEW 21

(8:25 pm) To review the Town & General Purposes budgets to 30th June 2026 .....(5 min)
Receive and Note

Anticipated meeting end time 8:30pm

Timings given on this agenda are for guidance only. The order of business may be changed at the Chair's discretion, and items may be taken earlier or later than indicated. (Standing Order 1a)

TGP1.1 Public Session

(7:00 pm) To allow the public to make representations to the Council. (up to 15 mins)

Receive and note

Report Author: Town Clerk

Background and conduct of Public Participation

Standing Order 3 provides for a Public Participation session at Council and Committee meetings, usually at the start of the meeting and before formal business begins.

Members of the public may address the meeting on matters on the published agenda or within the Council's powers, normally for up to three minutes each and within the time allowed for the session, at the Chair's discretion.

Public Participation is not part of the formal decision-making business of the meeting. Once the session has closed, members of the public may only contribute further if invited by the Chair and permitted by the meeting.

Members of the public registered to speak

None at the time of issuing the papers.

Recommendation

That the Committee receives and notes the Public Participation session, including that no members of the public had registered to speak at the time of issuing the papers.

Reason for Recommendation

To acknowledge public engagement in accordance with Standing Orders. This is a receive and note item and does not require a decision by the Committee.

TGP1.2 Apologies

(7:20 pm) To receive and consider for acceptance, apologies for absence from Councillors summoned to attend (1 min)

Decision Item

Report Author: Town Clerk

Background

Councillors are holders of public office and are summoned to attend meetings of the Council and its committees.

In accordance with Section 85 of the Local Government Act 1972, the Council must consider and decide whether to accept the reason for absence provided by any Councillor who is unable to attend a meeting.

If a councillor fails to attend any meeting of the Council (or its committees) for a period of six consecutive months, without having obtained formal acceptance of their apologies by the Council (or the relevant committee), they are automatically disqualified from office.

Apologies received and reason

None received at the time of issuing papers

Recommendation

That the Council considers and either accepts or rejects each apology for absence received.

Reason for Recommendation

Accepting apologies resets the six-month period for continuous attendance, ensuring compliance with Section 85 of the Local Government Act 1972.

(End)

TGP1.3 Declarations of Interest

(7:21 pm) To declare interests relating to the business of the meeting. (2 min)

Receive and note

Report Author: Town Clerk

Background

All Councillors and Officers are reminded of their obligations under the Blandford Forum Town Council Code of Conduct to declare any Disclosable Pecuniary Interests, Other Registerable Interests, or Non-Registerable Interests relating to matters on the agenda.

Where a matter arises at a meeting which relates to an interest, it is the individual Councillor's responsibility to declare that interest at the earliest opportunity in accordance with the Code of Conduct.

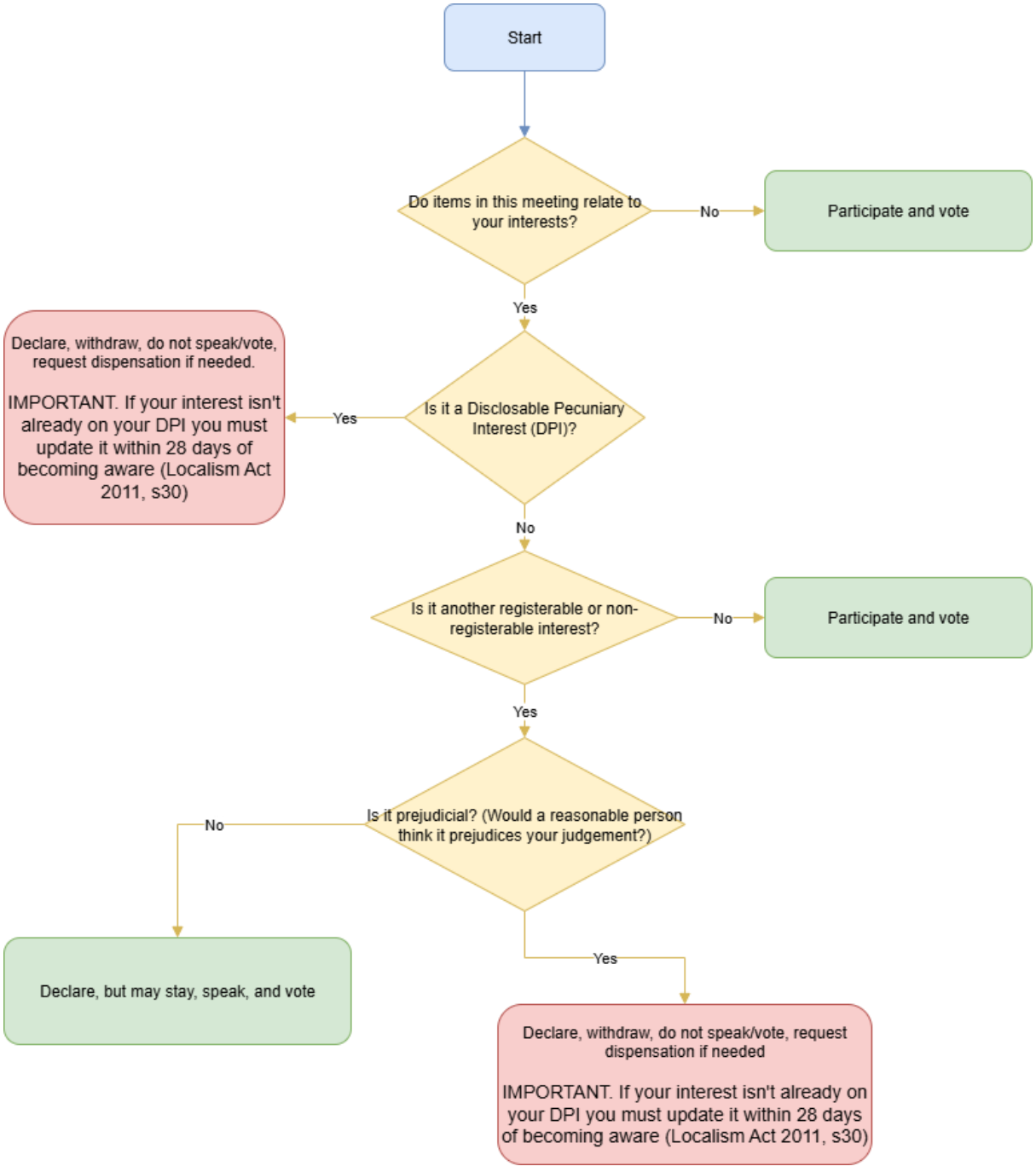
The Clerk will report any dispensations granted prior to the meeting.

Refer to Tables 1 and 2 in the Code of Conduct for further details about the types of interests which may apply.

If you think you need to request a dispensation, the process is included within the Dispensation Request Form.docx.

The table below provides a summary of what your responsibilities are depending on the type of interest declared.

Type of Interest	Declare at Meeting?	Stay for Debate?	Vote?	Withdraw?	Notes
DPI (registered or not)	Yes	No	No	Yes	Must declare and withdraw, unless dispensation granted
Other/Non-Registerable (not prejudicial)	Yes	Yes	Yes	No	Declare, but may participate fully
Other/Non-Registerable (prejudicial)	Yes	No (except to speak if public can)	No	Yes	Declare, may speak if public can, then withdraw
With Dispensation	Yes	As specified	As specified	As specified	Dispensation may allow limited participation



Recommendation

That the Council notes the declarations made in relation to the business of the meeting.

Reason for Recommendation

Recording declarations at the meeting ensures transparency, compliance with the Council's adopted Code of Conduct, and adherence to statutory obligations.

(End)

TGP1.4 Minutes

(7:23 pm) To receive the minutes of the Town & General Purposes Committee. (2 min)
Decision Item
Report Author:

Background

In approving draft minutes, the Council is concerned solely with whether the minutes accurately record the proceedings and resolutions of the relevant meeting.

It is immaterial whether individual Councillors were present at the meeting to which the minutes relate.

If any corrections are necessary due to inaccuracies, amendments must be approved by formal resolution before the minutes are signed.

Recommendation

That the minutes of 9th March 2026 be approved for signing as a true record of the decisions taken.

(End)

TGP1.5 Committee Clerk's Report and Correspondence

(7:25 pm) To receive updates and correspondence relating to the committee's remit. (10 min)
Receive and Note
Report Author: Committee Clerk

Update on the Red Bench Campaign

The group responsible have informed the town council that have met with Dorset Council Rangers and have agreed where the bench will be located along the river. They are in the process of deciding on a design, once that has been decided they hope to go ahead and have the bench ordered.

Heddington Drive Bus Stop

Following on from our last meeting, all the required support and highways permissions have been granted. They are currently awaiting more pricing information , as soon as they have that they will review and confirm the job. Highways teams have been a bit backlogged, but this is very firmly on their radar and will be delivered as soon possible.

Pro Barber sign

The Enforcement Officer at Dorset Council provided the council with an update regarding the issue of the illuminated sign. The Officer assured the council that the enforcement issue is moving forward, he has requested a meeting with the tenant and clarified that this is a legal matter which they are taking seriously. Further updates will be provided in due course.

Civil Ceremonies

The introduction of civil ceremonies at the Town Hall in April has exceeded expectations, gaining considerable interest and becoming a valued addition to the services offered by the Town Hall. The ceremonies have helped establish the venue as a desirable location for weddings and feedback from attendees has been overwhelmingly positive, with visitors praising the welcoming atmosphere, staff communication and attractive setting.

5 Ceremonies took place across May and June, all of which hired the Town Hall for the ceremony with 2 ceremonies featuring dogs.

It was recommended to us that try to gather google reviews from hirers to help establish credibility. So far we have received the following reviews which can all be viewed on the Google page 'Weddings at Blandford Forum Town Hall"…..

"We had an amazing wedding day here recently. From first contact to the day itself we were reassured and felt how proud the staff are of the venue. The room was set up exactly as we requested and the team were eager to help on the day too. Special thanks to Becci for everything".

Mr & Mrs M

"We had our wedding ceremony in the town hall on Saturday the 20th June 2026. We were the first handful of weddings they've done and how professional they were throughout, we were the first couple to book a wedding so it was all new for them, their communication was

exceptional and they were so lovely and helpful throughout, we didn't have any worries about the ceremony at all.

It went so well, the rooms are beautiful and the caretakers were on hand to make sure the wedding car had space.

We were so please so to get married at the corn exchange thank you". Mr & Mrs T

"What a fabulous venue for our wedding! We knew instantly after meeting Becci, that we wanted to get married at the Blandford Town Hall. After such a beautiful and sympathetic renovation it lent itself to our requirements. Becci was so helpful in organising everything along with the rest of the team.

The final cherry on the cake was that we were allowed to have our dog with us for the ceremony!"

Mrs & Mrs W

Recommendation

That the reports are received and any points of note are identified for future meetings of the Council or its committees or for action by officers of the Council.

Reason for Recommendation

To provide a minute record of information provided to members of the Council and to determine matters to be taken to future meetings.

(End)

TGP1.6 Blandford Police

(7:35 pm) To receive updates and report from Blandford Police. (5 min)

Receive and Note

Report to follow

TGP1.7 Blandford Forum Market Update July 2026

(7:40 pm) To receive reports pertaining to the Town & General Purposes Committee. (5 min)

To receive and Note

Report Author: Market Manager

Parking Compensation Update

From 1 April 2026, parking compensation is paid only for the parking spaces used by the market. This change is expected to reduce costs substantially.

Market Pitch Enquiries

Enquiries for market pitches have increased, and I continue to follow each one up promptly.

Supporting New Traders

- The requirements for Public Liability Insurance can discourage some potential traders
- To help address this, I now provide links to insurance companies offering reasonably priced cover.
- I continue to follow up all market enquiries to support trader grown and maintain momentum.

Pitches let by day

Thursday	**Indoor**	**Outdoor** Pitches [spaces used]		**Saturday** Pitches [spaces used]
1st Jan	New Years Day	0		3rd Jan – 4
8th Jan	2	1 [0]		10th Jan – 7
15th Jan	6	1 [0]		17th Jan – 3
22nd Jan	4	4		24th Jan – 1 [0]
29th Jan	6	10		31st Jan – 3
5th Feb	4	4		7th Feb – 3
12th Feb	7	3		14th Feb – 4
19th Feb	7	5		21st Feb – 2
26th Feb	10	6		28th Feb – 4
5th Mar	10	8		7th Mar – 3
12th Mar	10	1 [0]		14th Mar – 3
19th Mar	11	9		21st Mar – 6
26th Mar	9	6		28th Mar – 5
2nd Apr	11	6 [10]		4th Apr – 1 [0]

9th Apr	6	6 [7]		11th Apr – 2 [0]
16th Apr	9	9 [11]		18th Apr – 1
23rd Apr	11	8 [12]		25th Apr – 2 [3]
30th Apr	12	5 [7]		2nd May – 1 [0]
7th May	8	4 [8]		9th May – 1 [0]
14th May	9	4 [5]		16th May – 2 [1]
21st May	9	6		23rd May – 1 [0]
28th May	7	9 [13]		30th May – 1 [0]
4th Jun	9	2 [4]		6th June – 0
11th Jun	10	4 [8]		13th Jun – 3 [6]
18th Jun	8	7 [10]		20th Jun – 1 [0]
25th Jun	5	4 [9]		27th Jun – 1 [0]

Thursdays continue to have higher occupancy.

Corn Exchange and Indoor Market Performance

The Corn Exchange continues to achieve strong occupancy for the indoor market.

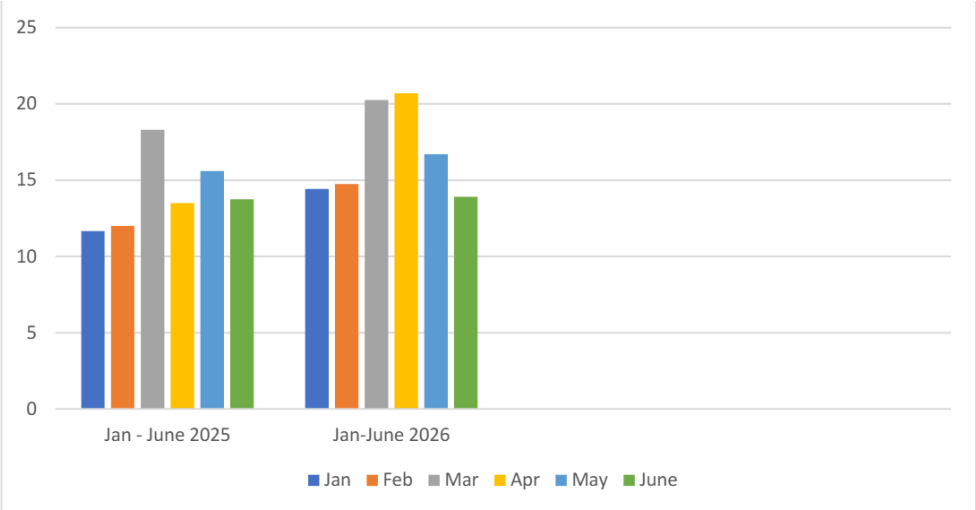
The Café remains popular and continues to support footfall.

Traders are reporting improved trading conditions.

Overall performance remains positive.

Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee and actions taken under the Scheme of Delegation (where not previously reported).

Average Weekly Pitches Let



Jan 2025 **11.66** average pitches let.	Jan 2026 **14.43** average pitches let.
Feb 2025 **12** average pitches let.	Feb 2026 **14.75** average pitches let.
Mar 2025 **18.3** average pitches let.	Mar 2026 **20.25** average pitches let.
Apr 2025 **13.5** average pitches let.	Apr 2026 **20.7** average pitches let.
May 2025 **15.6** average pitches let.	May 2026 **16.7** average pitches let.
Jun 2025 **13.75** average pitches let.	Jun 2026 **13.91** average pitches let.

The average for the 1st half of 2025 is **14.14**. The average for 1st half of 2026 is **16.79.**

I will be working closely with the Town Clerk to improve trader recruitment and retention. We have a meeting scheduled for Thursday 2 July 2026 to share our experience and identify opportunities to strengthen the Street Market.

I am continuing to work actively to secure a fruit and vegetable trader, which remains a priority. Positively, the shoe stall has returned to the Street Market this month, adding to the range of goods available and contributing to the market's offer.

Although January and February brought particularly difficult weather, with wind and rain affecting numerous market days, both trader participation and customer interest held up well.

Indoor Market

Indoor Market traders continue to report strong trading, supported by the return of several former traders and a varied market offer.

The Café remains a vital community hub, providing a welcoming space where people can meet and purchase quality homemade products at affordable prices.

I continue to proactively follow up on all enquiries for new stalls across all markets, supporting ongoing growth and diversity of traders.

NMTF (National Market Traders Federation)

I attended the NMTF conference where Traders, industry professionals, market managers and operators shared their stories from across the markets industry. These included:

Someone who helps small businesses tackle late payments to improve cash flow via the office of the business commissioner.

Someone who shared how markets helped turn his market business into a successful creative brand. He highlighted how modern markets are evolving into hubs for creativity, community and small business growth.

An officer from Bradford Council, who explored the transformation of Darley Street Market into a modern destination for retail, food, culture and community, showing how careful planning and trader engagement can revitalise city centres.

Someone who shared how “Feast Streat” grew from a family fruit and vegetable business at West Bromwich Market into a large-scale food and events company.

Chief Executive of NABMA, highlighted how strategic market partnerships support local economies, regeneration and long-term sustainability.

Someone who shared how his business grew from a self-funded start-up into a nationally recognised company, using markets as a launchpad.

A young trader panel highlighted how innovation and investment in young entrepreneurs are essential to securing a vibrant and sustainable future for markets.

As a result, I will look into the possibility of holding an event showcasing young traders from the South West in order encourage them.

NABMA (National Association of British Market Authorities)

NABMA continues to provide strong, reliable support. The team demonstrates high expertise, is accessible for advice, and responds promptly to enquiries. The Basecamp platform remains a valuable resource, enabling connections with market teams and managers nationwide to share best practice and learn from sector-wide experience.

Chip & Pin Payment Access

Chip & Pin payment options are being expanded across the market, improving convenience for customers and supporting a better shopping experience.

- The Street traders all have Chip & Pin card machines.
- Most indoor traders already offer Chip & Pin payment options.
- These improvements will make the market more accessible and easier to use for customers.

Blandford Forum Market Rebuilding Plan and 3-Year Conservative Projection

The proposal is to rebuild Blandford Forum Market into a stronger twice-weekly market by increasing trader numbers, improving the trader mix, using the Indoor Market and Shambles more effectively, and promoting the market under a clearer brand identity. The plan will focus on recruiting essential weekly traders such as fruit and vegetables, bread, meat, plants, sweet treats, gifts and clothing, while retaining existing traders and developing the proposed Young Traders Market with NMTF support.

The current delegated authority to offer new stallholders a **6-week introductory rate at £15** will be used as the main recruitment incentive. The Market Manager will continue targeted trader research, weekly phone follow-up, social media promotion and printed recruitment material. Staff time is not included as an additional cost, as market development is already within the existing three-day-per-week role.

Financial assumptions

- Outside pitch fee: **£18.50**, reduced to **£15** during January–March.
- Indoor pitch fee: **£17.50**.
- Shambles pitch fee: **£19.50**.
- Outdoor market estimated at **46 weeks per year**, allowing for weather cancellations.
- Indoor Market and Shambles estimated at **52 weeks per year**.
- Conservative target occupancy: **70% in summer** and **50% in winter**.
- Parking cost to Dorset Council: **16 spaces at £9 per space = £144 per outdoor market**

occasion.

- No additional equipment required for the Shambles.

Estimated annual expenditure

Item	Estimated annual cost
Parking spaces for outside market, 46 occasions at £144	£6,624
Printing, posters and flyers	£500
Branding/signage refresh	£750
Social media advertising	£600
Entertainment/market activity	£800
Young Traders Market support/promotion	£500
Total estimated annual expenditure	**£9,774**

Conservative income and net projection

The conservative full-year income target, once established, is estimated at approximately **£21,844** per year. To reflect gradual growth, the projection assumes 70% of target income in Year 1, 85% in Year 2 and 100% in Year 3.

Year	Projected gross pitch income	Estimated expenditure	Estimated net income
Year 1	£15,291	£9,774	£5,517
Year 2	£18,567	£9,774	£8,793
Year 3	£21,844	£9,774	£12,070

Recommendation

To note the market rebuilding plan and delegate authority to officers to progress trader recruitment, branding, promotion, the existing 6-week introductory offer, Shambles development and a Young Traders Market, including discretionary incentives such as free or discounted pitches and finders' fees. Progress will be monitored through trader numbers, occupancy, income, feedback and retention.

TGP1.18 DC Highways

(7:45 pm) To discuss resident concerns re speed on Damory Street. (10 min)
Decision Item (Local Government Act 1972 Sch 12)
Report Author: Committee Clerk

Background

On 5th June 2026 a resident emailed the council with the following concerns:

We've lived in Damory Street now for 39 years and the speed limit is now ignored by 80% of the traffic using Damory Street day and night.

I've seen drivers corner round from Salisbury Road so fast they've temporarily lost control of their vehicle. Pedestrians crossing opposite School Lane have to run across on occasions because vehicles are on them so fast, it's not a straight view up to the traffic lights.

There has only once, that I'm aware of, been a police operated speed trap in the time we have lived here.

Drivers seem to take the view that there are no restrictions on their speed. I think it's time a 20mph limit was put in place for this stretch of road or the police start implementing speed checks on a frequent basis.

Recommendation

It is recommended that councillors discuss the residents concerns and decide whether or not further action should be taken.

TGP1.9 Christmas Lights Options 2026

(7:55 pm) To discuss resident concerns re speed on Damory Street. (20 min)

Decision Item

Report Author: Operations Manager

Background

In 2025 Councillors split the work between two contractors, one putting up the small Christmas trees and column lights around town and another lighting Woodhouse Gardens and supplying, installing and decorating the main tree.
The feedback received was especially positive for the main tree outside the Corn Exchange whilst the lights and tree at Woodhouse was well received although the decorations on the tree got vandalised. There was also a request for further lighting in the gardens.
The small trees had a mixed reception with a number of residents asking that the trees are replaced with newer ones creating a better display.
The improvements did come at a higher price and any further improvements will also increase the expenditure. The budget line was increased to £17,500.00, last year the small trees and lighting columns cost **£8,900.00 + VAT**
For the Town Council to buy and install the main tree would cost **£2383.00** approximately, the staff would then decorate it, although the cheaper option it will come with a reduction in standard from the experts doing it last year.
This is a long report with a lot of options and detail, Councillors are asked to read the report prior to the meeting.

Report and Financial Implications

Company A

Small Trees and Lighting Columns.

Option 1. Install lit 4ft Nordman Fir Christmas trees on the building brackets along the high street (brackets remain the responsibility of Blandford Town).
4ft Nordman Fir Christmas trees, lit with warm white LEDs (option to light with the twinkle lights if preferred).
£98.00 per tree = 95 trees approx. £9310.00* (Operations Manager note, the amount of trees does vary depending on change of ownership of buildings etc).
Option 1b. Wrap warm white with 20% ice white twinkle lights around the lamp posts throughout the town, using Town Council lights.
3 lamp posts on East St
2 lamp posts on The Plocks
3 lamp posts on West St by Blandford St Mary bridge.
£2160.00
Total for real trees and column lights £11,470.00
Option 2.
Installation of customer's own Christmas trees and lights on lamp posts.
Price includes installation and de-rig along with preparing each tree and the lighting columns/motifs.
£9480.00

Main Christmas tree in Market place

22ft Nordman Fir Christmas tree to be lit with 3000 warm white LEDs with 20% ice white twinkle. With a 850mm lit star (warm white lights and 20% ice white twinkling) to be installed at the top of the Christmas tree.
Christmas tree will be secured in place (stand provided by customer) and a wooden fence (provided by customer) will be installed around the base of the Christmas tree. To be installed in

centre of Blandford.
£5,400.00
Woodhouse gardens
4.5m Lit and decorated garland to be installed on archway of "Woodhouse Gardens" entrance sign. Lit with warm white LEDs and decorated with nutcracker theme to be family focused .
£430.00
Branch wrap tree on the entrance lawn with 3000 warm white LEDs with 20% ice white twinkle.
£450.00
Trunk wrap and lower branch wrap the the two trees nearest pavilion with 2000 warm white LEDs with 20% ice white twinkle. Create a curtain of lights tunnel with warm white LEDs up and over the central archway.
£325.00
10ft lit & decorated Nordman Fir Christmas Trees to be installed in as you enter the gardens in front of the lamppost. Installed in pot and secured. Lit with warm white LEDs with 20% ice white twinkle. Decorated in nutcracker theme to bring focal point and fun for families.
£930.00
90m of festoon lights hung on shepherd's hooks down the main pathway to the light arch and around the front lawns.
£1,500.00
Install 20m of warm white icicle lights with 20% ice white twinkle along the pavilion roofline.
£210.00
Install 40m of warm white lighting into the buxus hedging leading to the pavilion- FREE OFCHARGEFORCUSTOMER AS GIFT.
Total for Woodhouse Gardens £3,845.00

Total for Christmas Lights including, Main Tree, Small trees, Column lights and Woodhouse light up, excluding Option 2 from Company A is £20,715.00

Further enhancements quoted for and suggested by Company A
SALISBURY STREET OPTION 1:
RENTAL DURING CHRISTMAS PERIOD Install 300m festoon lighting starting from the corner of West St by The Chuffs following the road round and up to Salisbury St. These will be in two different strands to mitigate the Market Sq. area.
Festoon lighting to be installed using catenary wire and anchor points either side of the street. To swag up West St and Salisbury St. Tensioner to be used and height to allow for lorry traffic through the town.
Subject to site survey Price includes:- Full installation & derig- Wear & tear- Storage- Rental of lighting- Risk of weather/breakages- Call outs during festive period- Testing of anchor points Can be part of a 3 year deal with years 2 & 3 costing £7200.00/year.
£10,700.00
OPTION 2:
SALE COST WITH INSTALLATION to remain in place and used year round Install 300m festoon lighting starting from the corner of The Chuffs following the road round and up to Salisbury St. These will be in two different strands to mitigate the Market Sq. area.
Festoon lighting to be installed using catenary wire and anchor points either side of the street. To swag up West St and Salisbury St. Tensioner to be used and height to allow for lorry traffic through the town.
Subject to site survey Price includes:- Full installation- Sale of lighting, catenary wire and anchoring system- Call out during first 12 months- 12 months warranty- Testing of anchor points Additional Annual maintenance package of £1650/year as option.
£7,820.00
CORN EXCHANGE: OPTION 1:

2 x 6ft single sided wreaths to be installed in the outer archways of the Corn Exchange. Lit with warm white LEDs and decorated in naturals with heritage colour baubles to be in keeping with the town colours, buildings and surrounding countryside.
To be installed using the "flower hanging" fixings and secured to reduce movement in wind
£850.00
OPTION 2:
2 x 6ft double sided wreaths to be installed in the outer archways of the Corn Exchange. Lit with warm white LEDs and decorated in naturals with heritage colours to be in keeping with the town colours, buildings and surrounding countryside. To be installed using the "flower hanging" fixings and secured to reduce movement in wind.
£1,570.00
OPTION 3:
INSTALLATION METHOD TO BE DISCUSSED, 12m of lit and decorated garland to be installed around the internal doorway to bring a focal point as you walk through from outside the Corn Exchange into the main entrance. Lit with warm white LEDs and decorated in naturals with heritage colours to be in keeping with the town colours, buildings and surrounding countryside.
£1,190.00

Company B
Company B have only priced for lighting up of Woodhouse Gardens (No Tree).
Black cable fairy lights for the entrance sign and around the perimeter of each garden section, with the central hedge of the upper section wrapped in fairy lights. Coloured LEDs for the trees in the upper section, the central mosaic and for the sculpture to the right of the entrance
£1,135.60

Icicle fairy lights for along the pavilion
£59.52
Tree wrap on the two trees in the lower section of the garden, plus trunk wraps on the trees in the upper section
£149.60
Crew, transport, access and installation
£1980.35
Total £3324.47+VAT (including discount).

Company C
Company C have priced for the installation and taking down of the Town Councils small trees and the column lighting.
Total cost of the above £ 8,900.00 +VAT

Recommendation

It is recommended that councillors consider the options in the report and decide on which options and Company/Companies, they would like for Christmas 2026. Using funds from the Christmas lights budget which has a balance of £17,500.00.

TGP1.10 Free Parking

(8:15 pm) To discuss remaining free parking day for 2026/27. (10 min)

Decision Item

Report Author: Committee Clerk

Background

Dorset Council has approved the following free parking days for 2026/2027;

Saturday 11th July 2026, Monday 31st August 2026, Sunday 8th November 2026, Saturday 28th November 2026 and Saturday 5th December 2026 (Small Business Saturday).

This leaves one date left to use.

Recommendation

It is recommended that councillors discuss this and decide on a date that would benefit the community.

TGP1.11 Committee Budget Review

(8:25 pm) To review the Town & General Purposes budgets to 30th June 2026 (5 min)

Receive and Note

Report Author: Responsible Financial Officer

Analytical Review of Revenue Budget

TOWN & GENERAL PURPOSES as at 30.06.26

N/L code		2026/27 Annual Budget	Budget to Date	Actual to Date	Covered by reserves	Revised actual	Budget Variance
COSTS							
4711	Vandalism	0	0	0		0	0
5600	Markets - Advertising	200	17	0		0	(17)
5601	Markets - Equip Purchase	50	4	0		0	(4)
5602	Markets - Equip Maint	0	0	0		0	0
5603	Markets - Health & Safety	0	0	0		0	0
5604	Markets - Telephone	120	10	10		10	0
5605	Markets - DCC Parking Charges	12,875	1,073	0		0	(1,073)
5606	Markets - Rates	1,500	125	274		274	149
5607	Markets - Printing & Stationery	0	0	0		0	0
5020	CCTV/ANPR Maintenance	3,500	292	3,191		3,191	2,899
5050	CCTV Electric Supply	750	63	47		47	(16)
5060	Grit Bin Re-fill (1.)	100	8	0		0	(8)
6200	Containers Planting & Signs	5,300	442	1,487		1,487	1,046
6210	Xmas Lights	17,500	1,458	0		0	(1,458)
6211	Tourism		0	0		0	0
6214	Town Improvements		0	0		0	0
6217	Contingency		0	0		0	0
	Total Costs	*41,895*	*3,491*	*5,010*	*0*	*5,010*	*1,518*
INCOME							
2900	Markets - Street Rent	10,000	833	704		704	(129)
2810	Shambles Rent / Craft Market	1,000	83	80		80	(3)
2820	Indoor Market	1,000	83	1,713		1,713	1,629
3754	T & G Income	0	0	0		0	0
3850	T & G Income	0	0	0		0	0
3900	Planter Sponsorship	700	58	542		542	483
	Total Income	*12,700*	*1,058*	*3,038*	*0*	*3,038*	*1,980*
	NET COST / (INCOME)	**29,195**	**2,433**	**1,971**	**0**	**1,971**	**(462)**

Review of Earmarked Reserves

Nominal Code	Budget	Balance b/f	Transfer To/From General Reserves	Budget Approved 2026/27	Total Reserves	Spend YTD		Committed YTD	Current Balance
1020	Town Maps, Boards & Fingerposts	3,283		0	3,283	0		0	3,283
1030	Tourism	2,201		0	2,201	0			2,201
1035	Twinning	1,303		0	1,303	502	1	0	801
1040	Town Improvements	2,089		1,000	2,089	0		0	2,089
1135	Railway Arches	2,657		2,000	2,657	0		0	2,657
		11,533	**0**	**3,000**	**11,533**	**502**		**0**	**11,032**

Income/Transfers From Reserves

1	Twinning Assoc buffet 16.05.26	241.50
	Framed tile gift	118.00
	Cream teas	92.00
	Luncheon on Mayor Making - Blandford Museun	50.00
		501.50

Breakdown of Committed funds

TOTAL -

Reserves

Blandford Forum Town Council - RESERVES BREAKDOWN AS PER SAGE NOMINAL CODES

Reserve Accounts as at 30th June 2026

Nominal Code(s)		Standard Asset Replacement Accruals	Responsible Committee	Opening Balances	In year movement In	In year movements out	Current Balance as at	Sub Totals	
				£				£	
1300		IT	F & S	27,633.68			27,633.68		
1305		Skate park	R & A	63,952.91			63,952.91		
1310		General Play Equipment	R & A	69,555.92		11,622.30	57,933.62		
1315		Maintenance Equipment Replacement	R & A	18,122.23			18,122.23		
1320		Vehicle Replacement	R & A	28,754.50			28,754.50		
1325		Tractor Replacement	R & A	21,090.40			21,090.40		
1330		Mower Replacement	R & A	45,572.67			45,572.67		
1340		CCTV / ANPR	T & GP	46,930.41		3,190.97	43,739.44		
1345		Benches	T/C	10,000.00			10,000.00		
1350		Glenmore Depot	R & A	61,138.68			61,138.68		
1351		B/Heights Play Equipment	R & A	14,816.13			14,816.13		
1352		B/Heights Maintenance Equipment Replacement	R & A	19,918.69			19,918.69		
				427,486.22	**-**	**14,813.27**	**412,672.95**	**412,672.95**	
		Earmarked Accounts		-	-		-		
1020		T & GP Town Maps	T&GP	3,282.77			3,282.77		
1030		T & GP Tourism	T&GP	2,200.91			2,200.91		
1035		T & GP Twinning	T&GP	1,302.81		501.50	801.31		
1040		T & GP Town Improvements	T&GP	2,089.49			2,089.49		
1135		Railway Arches	T & GP	2,657.06			2,657.06		
				11,533.04	**-**	**501.50**	**11,031.54**	**11,031.54**	
10510		R & A B/Heights Phase 1 POS	R&A	41,229.15		95.65	41,133.50		
10520		R & A B/Heights Phase 2 POS	R&A	16,433.23			16,433.23		
10521		R & A B/Heights Phase 2 - Play area com Sums	R&A	2,257.43			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		
				718,454.36	**-**	**95.65**	**718,358.71**	**718,358.71**	
1060		R & A Plan Preventative Maintenance	R & A	3,195.00			3,195.00		
1061		R & A Cemetery Chapel	R & A	11,420.00			11,420.00		
1062		R & A Cemetery Workshop	R & A	13,000.00			13,000.00		
1064		R & A Cemetery Wall	R & A	32,654.49			32,654.49		
1065		R & A DDA	R & A	3,133.81			3,133.81		
1067		R & A Play area fencing & surfacing	R & A	16,036.66			16,036.66		
1068		R & A Larksmead Outdoor fitness/equipment repairs and maintenance	R & A	2,000.00			2,000.00		
1070		R & A Seat Repairs and maintenance	R & A	1,695.85			1,695.85		
1071		R & A Skate Fest	R & A	356.72			356.72		
1072		R & A Community Fridge	R & A	857.22			857.22		
1075		R & A 5 Year Tree Survey	R & A	21,733.20			21,733.20		
1080		R & A H&S Mem Cemetary	R & A	1,263.00			1,263.00		
1090		R & A Woodhouse Garden Wall Repairs	R & A	22,505.00			22,505.00		
				129,850.95	**-**	**-**	**129,850.95**	**129,850.95**	
		Other Earmarked Accounts					-		
1001		Earmarked Interest	F & S	4,795.40			4,795.40		
1002		Property Fund Dividend	F & S	58,798.49			58,798.49		
1003		Office relocation		16,538.84			16,538.84		
1005		Election Costs	T/C	8,266.95			8,266.95		
1006		Youth Services	T/C	10,726.03			10,726.03		
1009		BFTC Commemoration Group	T/C	354.63			354.63		
1010		Capital Interest	F & S	119,677.66			119,677.66		
1011		Cricket Club path/Land North of By pass	T/C	3,222.98			3,222.98		
1013		Neighbourhood Plan	T/C	3,760.36		114.95	3,645.41		
1017		Woodhouse Garden	T/C	19,981.67			19,981.67		
1019		St Peter & St Paul's Churchyard (Listed Wall & Town Pump)	T & GP	43,824.48			43,824.48		
1050		Allotments	R&A	4,317.46		579.95	3,737.51		
1052		Allotments transfer		14,136.00			14,136.00		
1335		Civic Regalia	F & S	11,925.32		2,065.88	9,859.44		
1195		Improvements to Market Area	T/C	69,000.00			69,000.00		
1500		General Reserves	T/C	230,099.16			230,099.16		
				619,425.43	**-**	**2,760.78**	**616,664.65**	**616,664.65**	
		Capital Projects					-		
1105		Corn Exchange	T/C	167,161.28		5,937.68	161,223.60		
1110		Corn Exchange Promotions Group	T/C	3,548.62			3,548.62		
1115		Corn Exchange Project Development	T/C	177,928.83			177,928.83		
1117		PWLB repayments		153,693.20			153,693.20		
			-	**502,331.93**	**-**	**5,937.68**	**496,394.25**	**496,394.25**	
							-	**2,384,973.05**	**Total Reserves**
		Total Reserves		**2,409,081.93**	-	24,108.88	2,384,973.05		