



BLANDFORD FORUM TOWN COUNCIL

To All Councillors; C Stevens (Chairman), Y Mièville (Vice Chairman), S Hitchings, H Mièville, L Hitchings, N Lacey-Clarke, B Quayle, A Cross, R Holmes, S Chapman, T Clarkson, M Putt, G Del-Pinto, S Morgan, J Robinson, M Spruce
All other recipients for information only.

Monday, 20 July 2026

Dear Member

Summons

You are summoned to a meeting of the **Full Town Council** of Blandford Forum for the transaction of the business shown on the agenda below. To be held at 7 pm on **Monday, 27 July 2026** in the Corn Exchange. The quorum for Full Council is 9.

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: <https://teams.microsoft.com/meet/384223923557274?p=fDx1c6ewHyLnhr6SMj> Meeting ID: 384 223 923 557 274 Passcode: 55qz9V7Q

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 Full Town Council Meeting: Monday, 28 September 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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Agenda

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c.	Underone House Kings Road Blandford Forum DT11 7LD	
d.	Brecknock Court Salisbury Road Blandford Forum DT11 7QG	
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Anticipated meeting end time 9pm

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)

TC4.1 Public Participation

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

(up to 15 mins)

Receive and note

Report Author:

Background

The Standing Orders of the Council (specifically Standing Order 3) provide for a designated Public Participation session at each meeting of the Council and its Committees.

During Public Participation, members of the public are invited to address the meeting regarding matters on the published agenda or within the Council's powers.

Public Participation is distinct from the formal business of the meeting. Once the session concludes, the public are observers only and must not participate further unless invited by a resolution of the Council.

The Council's commitment to openness, transparency, and community engagement supports the inclusion of Public Participation within the formal structure of the meeting.

At the Annual Meeting of the Council, Public Participation shall only commence after the election of the Chair, in accordance with the requirements of the Local Government Act 1972 and Standing Orders.

Members of the public registered to speak

None at the point of issuing papers.

Conduct of Public Participation

Public Participation will occur at the start of the meeting.

Each speaker may address the meeting for a maximum of three minutes, subject to the Chair's discretion to extend or reduce this time if necessary.

The maximum total duration for Public Participation shall normally be 20 minutes unless the Council resolves otherwise.

Speakers are asked to address the meeting courteously, and must not make offensive, defamatory, or irrelevant comments. Speakers do not have a right to expect debate or immediate responses.

Recording of Public Participation

The minutes of the meeting shall record that Public Participation took place and will summarise the general topics raised, but shall not record the names of individual speakers.

Recommendation

That the public comments are received, and any points of note are identified for consideration at future meetings of the Council or its committees or for action by officers of the Council

Reason for Recommendation

To acknowledge public engagement in accordance with Standing Orders and ensure that matters raised are appropriately considered without committing the Council to immediate decisions.

TC4.2 **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)

TC4.3 **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.

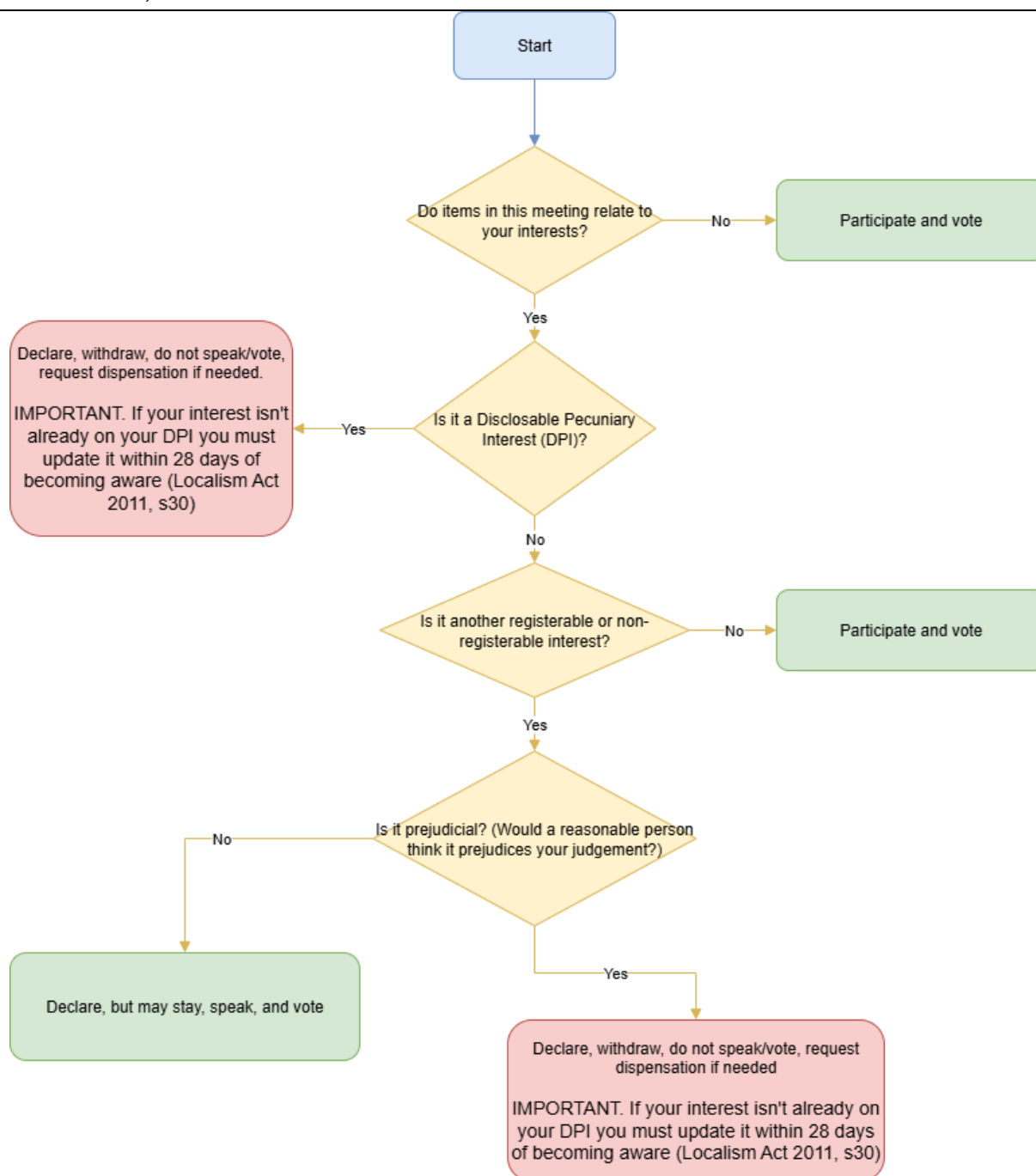
The Clerk will report any dispensations granted prior to the meeting.

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)

TC4.4 Minutes

(7:23 pm) To receive the minutes of the previous meeting of the Full Town Council. (2 min)

For Decision

Report Author: Town Clerk

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.

Note that an amendment has been made to the draft minutes in advance of adoption, to include “subject to an annual review,” in relation to the resolution for the Allotment Society.

Recommendation

That the minutes of [22nd June](#) and [6th July](#) be approved for signing as a true record of the decisions taken.

(End)

TC4.5 Report for Information to Full Council

(7:25 pm) To receive minutes and reports and consider recommendations from Committees. (10 min)

Decision Required

Report Author: Town Clerk

Summary

Reports provided within this item are to be received, they provide updates on decisions already taken by the Council or its Committee and actions taken under the Scheme of Delegation (where not previously reported). Any actions marked as complete at the last point of reporting will be removed from the list for conciseness.

Updates and Actions from previous Council meetings

DATE	MINUTE REF	DECISION	STATUS	UPDATE
5/5/26	TC1.7	Remove reference to Corn Exchange Committee and upload revised scheme of delegation to the website	✓ Complete	
5/5/26	TC1.8	Amend terms of reference re Barnes and upload to website	✓ Complete	
5/5/26	TC1.11	Standing Orders & Financial Regulations – update website	✓ Complete	
5/5/26	TC1.14	Representation on external bodies	✓ Complete	
5/5/26	TC1.19	Complaints procedure – update website	✓ Complete	
5/5/26	TC1.21	Press & Media Communication policy – update website	✓ Complete	
5/5/26	TC1.22	Employment policies and procedures	✓ Complete	
5/5/26	TC1.27	IT Policy – review and bring back with coasts for council provided devices	✓ Complete	
22/6/26	TC2.6	AGAR	✓ Complete	
22/6/26	TC2.7	Street Name proposal – Phoenix Road	✓ Complete	
22/6/26	TC2.8	Allotment Request – pay in instalments in arrears, annual review, invite to apply for grant for 1 year's rent	✓ Complete	
22/6/26	TC2.9	IT Policy	● In Progress	Adjustments being made to reference Blandford Forum Town Council..
22/6/26	TC2.10	Tourism Data	✓ Complete	
6/7/26	TC3.4	Allotment Rents regularisation	✓ Complete	

Planning Committee 06/07/2026 – [Click to view minutes](#). The Chair may provide a further update at this point.

DATE	MINUTE REF	DECISION	STATUS	UPDATE
1/6/26	P2.7	Submit ACV for Bere's Yard	● In Progress	Submitted, marked as 'in progress' until decision has been made.
6/7/26	P3.7	Tinpot Lane site visit	● In Progress	Request made, waits date

Town & General Purposes Committee 13/07/2026 – [Click to view minutes](#). The Chair may provide a further update at this point.

DATE	MINUTE REF	DECISION	STATUS	UPDATE
13/7/26	TGP1.8	ATC to be put in place by Dorset Council on Damory Street to collect traffic data	● In Progress	Request made, waits costs before implementing
13/7/26	TGP1.9	RECOMMENDATION – Christmas Lights contract for 2026	● In Progress	To be resolved by Full Council due to cost

Working Group and Representative Reports

Working Groups and Council Representatives may provide short reports at this point.

Mayor's Report

[Civic Report 15th June – 20th July 2026](#)

Dorset Council Reports

Dorset Councillors are invited to provide a report at this point.

Recommendation

That the reports are received, any points of note are identified for future meetings of the Council or its committees or for action by officers of the Council and that the following recommendations are approved:

TGP1.9 the council choose Lumiere Events Southwest (Company A) at a cost of £20,715.00 to provide and install the 2026 Christmas lights.

Reason for Recommendation

To provide a minute record of information provided to members of the Council and to determine matters which fall within the committee scheme of delegation for debate but exceed the delegation for determination.

DATE	FUNCTION	COMMENTS
Monday 15th June.	Open day at The Grange Care Home	Chris and I attended an open day at The Grange care home to celebrate Care Home week. The manager showed us around to look at the facilities and the lovely outside space. We also looked at their hobbies and craft room where various activities take place. We then enjoyed a cup of tea in the lounge.
Friday 19th June.	Store Opening	Chris and I opened the new Pound Stretcher store. After cutting the ribbon, we wandered around the store looking at the large selection of products for sale. The opening was well attended, with the first 100 customers through the door getting a goodie bag. Entertainment was provided for the little people in the form of a magician who did some very clever magic tricks. A very successful opening.
Friday 19th June.	Blandford Fashion Museum's AGM	I attended Blandford Fashion Museum's AGM which was held in the Fashion Museum. A very interesting meeting with various topics discussed. A new chairman of trustees was elected and two new trustees were voted on to the board.
Saturday 20th June.	monthly litter pick	Chris and I took part in the monthly litter pick. Chris did the free car park and collected 2 bags of rubbish including bottles and cans. Yvonne and I cleaned East Street and The Market Place of litter. We also pulled up 4 black sacks of weeds growing up through the pavements as we are not now using harmful chemicals to irradiate them.
Saturday 20th June.	Yeovil Mayors Civic concert	Cllr.Terry Clarkson and I attended Yeovil Mayors Civic concert at the Westlands entertainment complex. A well attended event with a whole evening of performers starting with the three Rocket choirs from Shaftesbury, Sherborne and Yeovil all singing together. The evening ended with a performance from HMS Yeovilton band and drummers. A very successful evening.
Saturday 27 th June	Armed Forces Day	Chris and I attended a flag raising ceremony in the gardens of the British Legion to commemorate Armed Forces Day. A short but meaningful occasion with our MP and the army cadets present. Music was provided by a lone piper. We then went in to the Legion for refreshments.

DATE	FUNCTION	COMMENTS
Wednesday 8 th July	40th anniversary of the innovative rural architecture firm Western Design Architects- Deputy Mayor	The Deputy Mayor Yvonne Mieville and her consort Cllr Hugo Mieville were delighted last week to be invited to Tarrant Hinton to celebrate the 40th anniversary of the innovative rural architecture firm Western Design Architects, whose designs include the acclaimed Harbour View Burial Ground - amongst many others, both residential and commercial. It was a pleasure to meet directors Matthew Will and founding architect Phil Easton amongst others, whilst enjoying a delicious 'al fresco' lunch. A lovely afternoon, thank you.
Saturday 11 th July	Armed Forces Expo	Chris and I attended the Armed Forces Day event. A very well organised and attended event. We joined the cadets, Legion standard and other guests led by the Wiltshire Caledonian Drum and Pipe Band who were excellent, and marched from Legion House to the Market Pace. After my opening speech, a representative from Dorchester Royal British Legion and the Mayor of Dorchester Les Fry B.E.M presented a Certificate of Appreciation to Tony Lucas who is Blandford Legions male standard bearer, for all the occasions he has carried Dorchesters RBL standard when they had no bearer. We then moved into the Corn Exchange where there were many interesting organisations and charities showcasing what is available for ex service and serving men and women in the Blandford area.
Saturday 11 th July	Disney's Dare to Dream by the Blandford Performing Arts Academy	Chris and I attended the evening performance of Disneys Dare to Dream presentation by the Blandford Performing Arts Academy at the Layard Theatre at Canford School. We were very impressed with the high standard of singing, dancing and costume changes from the whole cast who were aged from 3 to 18 years. A very professional performance and credit must go to the whole cast including all the teachers and back stage staff. We really enjoyed the evening.
Thursday 16 th July	The Royal Visit	What a wonderful day when the King and Queen came to visit our town. I would like to thank all the people who showed their support in the very hot weather for this memorable occasion to get a glimpse of the King and Queen. I had the pleasure of welcoming them to the town, a day we will never forget. After the Royal party had toured the town hall and corn exchange, they graciously unveiled a plaque to commemorate their visit and the official opening of the Corn Exchange. The plaque is now mounted in the entrance to the Corn Exchange for all to see, as a reminder of this historic visit.

DATE	FUNCTION	COMMENTS
Thursday 16 th July	Visit to Dolce Amore Gelato	The Town Clerk and I visited Dolce Amore, the newly opened gelato shop in Blandford. Roberto Patalacci had created a special Royal ice cream to celebrate the visit of Their Majesties The King and Queen to the town. Made using royal vanilla, cherries and whole blueberries to represent the red, white and blue of the Union Flag, it was a delicious and refreshing flavour. We enjoyed sampling the ice cream and hearing about the inspiration behind its creation. The ice cream was particularly welcome on such a hot day and we wish Roberto every success with his new business.
Saturday 18 th July	Castleman House Summer Fete	Chris and I attended the Castleman House Summer Fete. I had the privilege of cutting the ribbon to open the fete. There were several stalls in the resident's lounge as well as outside in their lovely shady garden. An entertainer provided music that the resident's could sing along to. They held a draw with a large array of prizes mostly sponsored by local businesses, a very well attended and organised event which we both enjoyed.

TC4.6 Blandford+ Memorandum of Understanding

(7:30 pm) To consider approving the Memorandum of Understanding for Blandford+ (20 mins)

Decision Item

Report Author: Committee Clerk

Summary and Background information

The purpose of this report is to seek Council approval for the existing Memorandum of Understanding (MoU) governing the relationship between the Council and the Neighbourhood Plan Group for the next 2 years.

As the Neighbourhood Plan enters its next phase, it is appropriate to establish a clear framework that defines the relationship between the Council and the Neighbourhood Plan Group. A Memorandum of Understanding provides this framework by setting out the respective roles, responsibilities, and expectations of both parties.

Although the Memorandum of Understanding is not a legally binding document, it represents a formal commitment to work collaboratively and transparently in delivering the objectives of the Neighbourhood Plan.

The Memorandum of Understanding will:

- Define the purpose and objectives of the Neighbourhood Plan Group.
- Clarify the respective roles of the Council and the Group.
- Establish appropriate governance and reporting arrangements.
- Promote transparency, accountability, and effective communication.
- Confirm arrangements for meetings, decision-making, and financial management where applicable.
- Provide a framework for collaborative working during the next two years.

Approval of the Memorandum of Understanding will:

- Provide clarity regarding responsibilities and expectations.
- Support good governance and accountability.
- Strengthen partnership working between the Council and community volunteers.
- Ensure continuity of the Neighbourhood Plan programme.
- Demonstrate the Council's ongoing commitment to community-led planning.

Recommendation

The Council is asked to approve the Memorandum of Understanding for the next 2 years.

(End)

TC4.7 Members Motion: Community Toilet Scheme

(7:40 pm) To consider introducing a Community Toilet Scheme

(15 mins)

Decision Item

Proposer: Sheila Chapman **Seconder:** Awaited

Summary and Background information

This item is a Members' Motion proposed by Councillor Sheila Chapman concerning the possible introduction of a Community Toilet Scheme in Blandford Forum. Councillor Chapman's supporting paper will be provided after this report.

The decision before Members is not whether to launch a scheme immediately, but whether to approve the principle of exploring one and authorise officers to carry out the necessary work before any commitment is made.

If Council is minded to proceed, officers would need to establish whether suitable local businesses are willing to participate; whether participating premises can provide appropriate facilities, including information on accessibility, opening hours and any baby-changing provision; the proposed level of annual contribution per premises; the overall annual budget required; any one-off costs for stickers, maps, publicity and officer administration; the form of participation agreement needed to cover standards, opening times, insurance, payment arrangements and termination; and how the public would be directed to participating premises, including signage, maps, the Tourist Information Centre, local shops and online information.

Council should also note that any scheme would be voluntary and dependent on local business participation. A decision in principle would not commit the Council to expenditure until the number of participating businesses, total cost and available budget have been confirmed.

Further Information Sources

[Appendix A Community Toilet Scheme paper submitted by Cllr Chapman](#)

Legal Authority and Implication

The appropriate legal power is the General Power of Competence under section 1 of the Localism Act 2011. This power enables an eligible local council to do anything that an individual may generally do, including entering into voluntary arrangements with businesses and making payments to support public access to toilet facilities.

Financial Implication

No expenditure is committed by the recommendation unless Council chooses to approve a launch budget. If Council agrees to explore the scheme, officers will need to confirm the number of interested businesses and bring forward costings before implementation. Councillor Chapman's supporting paper indicates that annual contributions in similar schemes are usually in the range of £800 to £1,500 per participating premises. Additional costs may include window stickers, maps, publicity and officer administration.

Impact Assessment

The impact assessment below relates to the decision to explore a Community Toilet Scheme in principle and to obtain further information before implementation.

Marketing and Communications

The following marketing and communications are proposed to accompany this resolution. The resolution must specify if any alteration is required to this proposal.

Social Media: If approved, announce the scheme once participating premises are confirmed, explaining that facilities can be used without purchase during advertised opening hours.

Website: Create or update a webpage listing participating premises, opening hours, accessibility information and any baby-changing provision.

Press Release: Issue a short release when the scheme launches, highlighting partnership working with local businesses and improved access for residents and visitors.

Community Engagement: Officers to contact town centre businesses to test interest and gather information on opening hours, accessibility, baby-changing facilities and any operational concerns.

Other: Provide stickers and simple maps for the Tourist Information Centre, town centre car parks and participating or nearby shops once locations are confirmed.

Timescale: Subject to approval, officers to report back with participating businesses and costings before final launch, unless delegated authority is granted to proceed within an agreed budget cap.

Recommendation

That the Council approves, in principle, further investigation of a Blandford Forum Community Toilet Scheme and authorises officers to seek business interest, obtain costings and report back before any scheme is launched or expenditure committed.

Reason for Recommendation

To enable Council to consider the proposal further without committing expenditure before business participation, costs, operational arrangements and budget provision are confirmed.

(End)

Community Toilet Scheme

The Community Toilet Scheme is a local council initiative where private businesses—such as cafes, pubs, and shops—allow members of the public to use their restrooms for free, without needing to make a purchase. In return, the council pays participating businesses an annual stipend to cover maintenance costs, usually ranging from £800.00 per annum to £1500.00

These initiatives combat facility closures and are particularly helpful for elderly individuals, families, and those with medical conditions. (<https://greatbritishpublictoiletmap.rca.ac.uk/> identifies toilets across the country and this site is most helpful to those who arrange their trips and visits by access to toilets facilities)

The concept originally began in the UK (pioneered by the London Borough of Richmond upon Thames) as councils looked for cost-effective ways to mitigate the closure of traditional public toilets.

While Dorset Council manages several traditional public conveniences across the region, local Community Toilet Schemes are typically administered by specific town councils. BCP operates a dedicated Community Toilet Scheme with dozens of participating local businesses. Wimborne uses facilities like the Allendale Community Centre for similar public-access schemes, while Weymouth maintain council-owned paid facilities but often partners with local not-for-profit organizations to sponsor free public access on high-footfall event days.]

How the Scheme Works

- **Free Access:** Anyone can walk in and use the facilities during normal business hours without buying anything.
- **Easy Identification:**
Participating businesses display a specific sticker (provided by the council) in their front window. Maps are provided in all Town Centre Car parks directing people to the nearest toilet facilities including those within the Community Toilet Scheme. Blandford Tourist Information Centre would hold a map of the Community Toilet Scheme to help them direct members of the public. High Street shops would also be given Community Toilet Scheme maps so they too can assist the public.
- **Better Facilities:** The Scheme provides the public with safer, cleaner, and more readily available options—including disabled and baby-changing facilities—than traditional stand alone public toilets. The Community Toilets are available during normal business hours, so the opening hours are longer than in public toilets. People with a disability find much better choice with the Community Toilets and there are often more baby changing, including some unisex facilities that can be used by mums or dads.
- Research has show that concerns over public safety around drugs users has not transferred to the toilets in the schemes. All these facilities are in busy public spaces and as such do not suffer from the drug related antisocial behaviour problems that are encountered at the public toilets in car parks.
- **Business Benefits:** Local shops and cafes benefit by seeing increased footfall and positive community visibility. Research shows that Community Toilet Schemes were working well in other towns where businesses have reported increased footfall and trade as a result.
There is also the potential for partners to have their websites and logos on any literature produced.

TC4.8 Grant Application – Allotment Society

(8:00 pm) To consider a grant application from the Allotment Society

(15 mins)

Decision Item

Report Author: Town Clerk

Summary and Background information

The Council considered a request from the Allotment Society at its June meeting. In that meeting it recommended that the Society applied to the Council for a grant in lieu of a rent free period for 1 year.

The Council has now received that request and is asked to consider it.

Further Information Sources

[Grant request, Blandford Allotment Society](#)

Final Accounts, sent separately by email.

Financial Implication

£650 is required to deliver the recommendation, from grant budget

Recommendation

Provide a grant of £650 to the Allotment Society to offset the cost of one year's rent.

Reason for Recommendation

To support the society for one year while they adjust to increased operating costs.

(End)

APPLICATION FOR A GRANT

Name of Organisation	Blandford Allotment Society
Registered Charity Number (if applicable)	
Contact Name	Nigel Barrow
Address	Lamperds Fiels Allotments Pimperne Rd Blandford Forum
Daytime Telephone Number	
Email Address	chairperson@blandfordallotments.co.uk
Purpose of Organisation	To manage and maintain 180+ allotments over 2 sites in the town of Blandford Forum. To support members to grow produce in a safe environment and to generate a feeling of community. To maintain financial stability and manage it all in an efficient and responsible way through an elected management committee.
Amount Requested	£ 650
Is this a Green Grant? Delete as appropriate	Y/N No
Purpose of Request	For the last 3 years the society has been making losses. This was not picked up by the previous committee, the members or the council because of some small accounting errors in the year end accounts. The losses were covered by the society's financial surplus. The surplus no longer exists and we are hand to mouth, reliant on future income to cover our bills, we are not absolutely sure that we can do this unless we raise funds to create a surplus. We estimate that we require some 5 thousand pounds and are in the process of asking local and national grant giving organisations to help us, The £650 is equivalent to one years ground rent.
How many Blandford Forum residents will benefit directly?	200 directly and 500+ indirectly
Any further relevant information	We initially asked, at our annual review, the committee for next years ground rent to be cancelled to assist with our renaissance. They felt that this should go to full council who advised that we should apply for a grant.
Signed: Nigel Barrow	Dated: 02/07/2026

I enclose (delete as applicable):

1. Last set of accounts²
2. Business plan
3. Project details
4. Supporting documents

Please return this form together with attachments to:

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

Applicants will be notified of the success of this application in due course.

² If you are a new organisation and do not yet have a set of accounts, please ensure you include a business plan.

TC4.9 Town of Culture

(8:15 pm) To consider match funding for the Town of Culture bid

(15 mins)

Decision Item

Report Author: Town Clerk

Summary and Background information

The Council is asked to consider the submission of Blandford Forum's application for Dorset Town of Culture 2027, submitted by the Town Clerk on behalf of Blandford Forum Town Council and local partners. The application was submitted in advance of formal Council approval because the deadline for submission fell before the Council was able to meet.

The application sets out a whole-town cultural vision, "Blandford Forum: Culture Around Every Corner", which would transform streets, parks, the riverside, businesses, community spaces and heritage locations into accessible cultural venues during 2027. It identifies a broad partnership including Free Expression, Blandford Arts Society, Performing Arts Theatre Academy, Dorset Rural Music School, the Fashion Museum, Blandford Forum Town Museum, local schools and local businesses.

The bid was prepared collaboratively to ensure Blandford Forum did not miss the opportunity to be considered for the 2027 designation. The programme aims to increase participation in arts and culture, support local artists and creative practitioners, create opportunities for young people, celebrate the town's heritage, strengthen community pride and wellbeing, encourage partnership working, and increase town centre footfall.

The Council is therefore asked to retrospectively approve the submission, confirm its commitment to set aside match funding, and agree representation at the interview on 31 July 2026. It is proposed that the Town Clerk, Zoe and one partner representative attend the interview, subject to confirmation of partner availability. Councillors are encouraged to view the application and the supporting video submitted as part of the bid.

Further Information Sources

[Final Town of Culture 2027 submission.](#)

Financial Implication

The Dorset Town of Culture opportunity requires match funding of £30,000. The Council is therefore asked to commit in principle to setting aside up to £30,000 should it be successful in being awarded Dorset Town of Culture 2027 and subject to final programme and budget approval. It is expected that the match funding package may include a combination of Council funding, external grants, sponsorship, crowdfunding, ticket income, donations and in-kind support from partner organisations. The Council's direct financial contribution and budget source will need to be confirmed once the outcome of the bid and detailed delivery plan are known.

Marketing and Communications

The following marketing and communications are proposed to accompany this resolution. The resolution must specify if any alteration is required to this proposal.

Social Media: If the bid is successful, share positive updates celebrating the town-wide partnership and encouraging residents, businesses, schools, artists and community groups to get involved.

Website: Publish an update if the application is successful, including the vision, opportunities for involvement and details of future consultation or steering group activity.

Press Release: If successful, issue a press release highlighting Blandford Forum's "Culture Around Every Corner" vision, the partnership approach, and the potential benefits for community wellbeing, participation and the local economy.

Community Engagement: Continue discussions with cultural organisations, schools, businesses, artists, community groups and residents to develop the programme if the bid progresses.

Other: Communications should recognise the contribution of partners and encourage councillors to view the application and supporting video before the interview stage.

Timescale: Public communications once the status of the bid is known.

Recommendation

That the Council retrospectively approves the submission of the Blandford Forum Dorset Town of Culture 2027 application; commits in principle to setting aside up to £30,000 as match funding, subject to the bid being successful and final programme and budget approval; and confirms that the Town Clerk, Events Officer and one to two partner representatives attends the interview on 31st July 2026 on behalf of the Council. In the event that the Council is successful, to create a working group to manage the process.

Reason for Recommendation

The recommendation enables the Council to regularise the submission made to meet the external deadline, demonstrate support for the town-wide partnership, and provide the funding and representation required for the bid to progress to interview. The proposal supports community participation, cultural development, local pride and potential economic benefit for Blandford Forum.

(End)

**Dorset Town of Culture 2027
Application Form**



We are looking forward to receiving your application. Kindly ensure that this document does not exceed 10 pages.

Section 1: Applicant Details

Town / Parish Name: Blandford Forum
Lead Organisation (if applicable): Blandford Forum Town Council
Main Contact Name: Claire Commons
Role: Town Clerk
Email Address: clerk@blandfordforum-tc.gov.uk
Phone Number: 01258 454500
Supporting Partners (if known): Free Expression, Blandford Arts Society, Performing Arts Theatre Academy, Dorset Rural Music School, Fashion Museum, Blandford Forum Town Museum, Local schools, local businesses
(List key organisations, groups or stakeholders involved)

Section 2: Your Vision

1. What would Dorset Town of Culture look like in your town?
(Please outline your overall vision and what you hope to achieve.)

Blandford Forum: Culture Around Every Corner

Our vision for Dorset Town of Culture 2027 is simple yet ambitious: *to transform the entire town into a cultural stage, where every corner becomes a place for creativity, connection and celebration, to make culture impossible to miss.*

Blandford Forum believes culture should not be confined to theatres, galleries or traditional venues. It should be visible, accessible and woven into everyday life, transforming ordinary places into extraordinary experiences.

Throughout 2027, culture will spill out into our streets, parks, riverside, businesses and neighbourhoods. Residents and visitors will discover theatre in the Market Place, music beside the River Stour, exhibitions in shop windows, storytelling in parks, dance in unexpected locations, creative workshops in community venues and public art that encourages exploration and participation.

By removing physical, financial and social barriers, we will ensure everyone has the opportunity not only to experience culture, but to create it.

2. Cultural Ambition
(What are your ambitions for culture? How will this programme make a difference?)

**Dorset Town of Culture 2027
Application Form**



Our ambition is to reposition culture as something that belongs to everyone. Rather than delivering a series of standalone events, Dorset Town of Culture 2027 will create a year-long programme that connects people, celebrates place and inspires creativity across every generation.

The programme will:

- increase participation in arts and culture
- support local artists and creative practitioners
- create opportunities for young people to lead cultural activity
- celebrate Blandford Forum's heritage while embracing contemporary creativity
- strengthen community pride and wellbeing
- encourage collaboration between organisations that have not traditionally worked together.

Section 3: Your Place

3. What makes your town's cultural offer unique?
(Include existing activity, heritage, communities, or creative strengths.)

Blandford Forum combines significant Georgian heritage with a vibrant and ambitious community.

The town offers an exceptional blend of historic architecture, independent businesses, riverside landscapes, public parks, churches, schools and community venues, all within an easily walkable town centre. It is also home to Blandford Camp, which has long been part of the town's identity and contributes to its diverse and welcoming community.

Existing strengths include:

- The Corn Exchange
- Christmas Festival, community and civic events
- Skatefest
- Local arts organisations
- Music groups and choirs
- Active voluntary and community organisations
- Schools and youth organisations
- The River Stour and Crown Meadows
- Blandford Camp
- A thriving independent retail and hospitality sector

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Rather than relying on one flagship venue, Blandford's greatest asset is the town itself. Its unique combination of heritage, community spirit and varied public spaces provides the perfect canvas for creativity. Building on a strong foundation of existing events, Dorset Town of Culture 2027 would transform these familiar spaces into cultural destinations, celebrating the people, places and stories that make Blandford Forum special.

Section 4: Community Engagement

4. How has your community been involved in shaping this application?
(Include consultation, partnerships, or local support.)

This application has been developed through early conversations with local cultural organisations, community groups, artists, businesses and residents, with the aim of creating a shared vision for Blandford Forum's cultural future.

We have begun engaging with key local partners including Free Expression, Blandford Arts Society, Performing Arts Theatre Academy, Dorset Rural Music School, and the Fashion Museum, all of whom bring valuable experience, creativity and strong community connections. These discussions have helped shape our vision of *Culture Around Every Corner*, ensuring the programme reflects the town's unique identity, strengths and aspirations.

Initial engagement has demonstrated strong enthusiasm for a collaborative approach that celebrates Blandford Forum's heritage, nurtures local talent and creates opportunities for people of all ages and backgrounds to participate in cultural activity.

As the application develops, we will continue to consult through workshops and meetings, inviting local artists, creatives, organisations, businesses and community groups to help shape the programme. This ongoing engagement will ensure the programme reflects local priorities, encourages shared ownership and builds lasting partnerships across the town. Ultimately, Dorset Town of Culture 2027 will be a programme created with the community, by the community and for the community, leaving a legacy of collaboration that extends well beyond 2027.

5. How will you ensure broad community participation?
(Consider different ages, backgrounds, and communities.)
Participation sits at the heart of our vision.

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Application Form**



Our programme will remove barriers by bringing culture directly into neighbourhoods and everyday spaces rather than expecting people to visit traditional venues.

We will:

- provide free and low-cost events
- programme activities across every age group
- involve local schools
- provide neurodiversity-friendly activities/events, including quiet performances, gentle lighting, and tactile creative workshops
- work with care homes and older residents
- commission local artists
- create volunteering opportunities
- involve community organisations in delivery
- provide activities in accessible venues
- support underrepresented voices and communities.

We want every resident to feel they have played a part in Dorset Town of Culture.

Section 5: Delivery & Governance

6. How will the programme be managed?

(Outline your proposed governance structure, e.g. steering group.)

Dorset Town of Culture Steering Group will oversee strategic delivery.

Membership will include representatives from:

- Blandford Town Council
- local cultural organisations
- community groups
- education providers
- local businesses
- youth representatives
- Local museums

Dedicated working groups will focus on programming, fundraising, marketing, community engagement, accessibility and evaluation.

Project management support from Blandford Town Council will coordinate delivery, monitor budgets and ensure strong governance throughout the programme.

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7. Key Partners and Stakeholders
(Who will help deliver the programme?)

Dorset Town of Culture 2027 will be a true whole-town partnership, bringing together organisations, businesses, community groups and local people to create a programme that reflects the diversity, creativity and spirit of Blandford Forum.

Potential partners include:

- Artsreach
- The Blandford Fashion Museum
- Blandford Museum
- Local Churches
- Blandford School
- Local primary schools
- Blandford Leisure Centre
- Local businesses
- Community and voluntary organisations
- Local artists and creative practitioners
- Youth organisations including Scouts, Guides and sports clubs.

We will continue expanding partnerships throughout the planning phase.

Section 6: Finance

8. Financial Contribution
(Confirm match funding from your town/parish council.)

Blandford Forum Town Council is committed to supporting the Dorset Town of Culture programme and will provide match funding as required by the application.
This investment demonstrates the Council's commitment to culture as a driver for community wellbeing, regeneration and economic development.

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9. Fundraising Plans

(Outline additional funding sources, sponsorship or income generation.)

Funding will come from a diverse range of sources including:

- Blandford Forum Town Council
- charitable trusts and foundations
- local business sponsorship
- crowdfunding initiatives
- money raised from current events held by the Town Council
- Ticket income from selected events during the programme (all kept at low cost)
- merchandise
- donations
- in-kind support from partner organisations.

Developing multiple funding streams will improve resilience and maximise the programme's impact.

Section 7: Access & Inclusion

10. How will you ensure your programme is accessible and inclusive?

(Consider physical access, affordability, diversity, and representation.)

Accessibility is central to our vision.

We will ensure events are:

- physically accessible
- geographically distributed throughout the town
- affordable, with many free activities
- programmed at different times of day
- family friendly
- dementia aware where appropriate
- representative of Dorset's diverse communities.
-

Where possible we will provide:

- accessible information
- quiet sessions

**Dorset Town of Culture 2027
Application Form**



- step-free venues
- accessible toilets
- sensory-friendly activities.

Our programme will actively encourage participation from groups who traditionally engage less with cultural activity.

Section 8: Legacy

11. What will success look like?
(What impact do you hope to achieve by the end of 2027?)

By the end of 2027 we hope to have:

- engaged thousands of residents and visitors
- increased participation in arts and culture
- created new opportunities for local artists
- strengthened partnerships across sectors
- increased town centre footfall
- enhanced community pride
- improved wellbeing through cultural participation
- raised Blandford Forum's profile across Dorset and beyond
- inspired future generations to take part in creative activity.

Most importantly, success will be measured by people feeling that culture belongs to them.

12. What will be the lasting legacy?
(How will benefits continue beyond the programme year?)

Our ambition extends far beyond 2027. Success will be measured not only by the events and activities delivered during the year, but by the lasting legacy they create. We aim to leave stronger partnerships between organisations, increased opportunities for artists and creative practitioners, a skilled volunteer network, and greater confidence among community groups to continue delivering cultural activity. We want to establish new traditions and annual events, fostering an even stronger sense of identity and pride in the town.

Most importantly, we want people to feel that culture belongs to them. We want residents to take ownership, community organisations to work more closely together, local artists to

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Application Form**



thrive, and businesses to continue embracing culture as part of everyday life. By the end of 2027, Blandford Forum will have demonstrated that an entire town can become the venue, with its people as the performers, creators and audience, leaving a lasting legacy of creativity, participation, partnership and confidence, ensuring Blandford Forum is recognised across Dorset as a place where culture is not simply programmed—it is lived.

Please provide a link to your 3-minute video explaining why your town should be Dorset Town of Culture 2027.

Insert link

<https://canva.link/3cgx5njvgw9w3kg>

Photo Credits

**Photos used to compile this video were sourced from Blandford Forum Town Council, RBL, Free Expression, Blandford Arts Society, Performing Arts Theatre Academy (PATA), the Fashion Museum, the Blandford Town Museum, and The Blandford School Facebook page.
Our thanks to all who have shared these images and helped showcase our community.**

Declaration

I confirm that the information provided is accurate and that the relevant partners support this application.

Name: Claire Commons

Signature:

A handwritten signature in black ink, appearing to read "Claire Commons", written over a light blue horizontal line.

Date: 11/07/2026

Please submit your completed application form and video link to:
hello@theartsdevelopmentcompany.org.uk

TC4.10 **20mph**

(8:30 pm) To consider any required 20mph zones in Blandford

(15 mins)

Decision Item

Report Author: Committee Clerk

Summary and Background information

20mph limits remain a popular option for many communities, and demand continues to be high. To help manage this demand and assist with future planning, Dorset Council Road Safety Team are currently reviewing potential 20mph schemes that may be brought forward across Dorset.

They have asked if Blandford Forum Town, in partnership with the local Dorset Council Ward Members, are actively considering any locations within the town for a future 20mph application.

Further Information Sources

Details of the Council's 20mph policy can be found here: [20mph Limits and Zones - Dorset Council](#)

Financial Implication

There are no known financial implications at this stage.

Recommendation

It is recommended that the council discuss this matter and decide if they wish to put forward any potential 20mph Zones for Dorset Council to include in their consultation .

(End)

TC4.11 Planning Applications

8:45 pm To consider responses to (but not limited to) the following planning applications (15 mins)

(Local Government Act 1972 Sch 12)



Report Author: Committee Clerk

Summary and Background information

Planning applications listed below have been received and require comments to be submitted to the Local Planning Authority. Prior to the meeting, members are urged to view the planning application using the link below and to visit the site to understand local context.

As part of the town council's response to planning proposals it should provide material planning reasons for its comments, be they of support or objection. Simply stating 'no objection' is insufficient as there is a requirement to give reasons for that decision.

Material Planning Reasons

Biodiversity	Design
Economic Benefits	Effect on the Appearance of the Area
Flooding Issues	Height
Heritage	Impact on Access
Impact on Light	Landscape
Local or Government Policy	Noise/Disturbance
Other	Overlooking/Loss of Privacy
Parking	Residential Amenity
Road Safety	Traffic or Highways

To assist, here are a few examples as to how you might word something to give material planning reason for your thoughts.

Examples

House Extension No Objection as limited impact on amenity of neighbouring property
Or

Objection as will have detrimental impact on neighbouring property

New dwelling Support, design is in keeping with locality

Or

Objection as design is not in keeping with local area

Vehicular Access Support, will have no impact on road safety given proposed visibility splays

Or

Objection as visibility is poor in this location and traffic speeds are high.

Planning Applications for response

Application No.	Address	Application Detail	Date Received
P/LBC/2026/03685	5 Market Place Blandford Forum DT11 7AH	Installation of defibrillator & bleed kit cabinets to external wall	09/07/2026
P/VOC/2026/03592 and P/VOL/2026/03600	Natwest 23-25 Market Place Blandford Forum DT11 7AF	Subdivision of existing commercial unit into 2no. commercial units, with new doors, windows and internal alterations (With variation of condition 2 of planning permission P/FUL/2025/02463 to amend approved plans)	14/07/2026
P/HOU/2026/03650	Underone House Kings Road Blandford Forum DT11 7LD	Erect rear single storey extension and access ramp (Demolish existing conservatory)	06/07/2026
P/TRC/2026/03819 Tree Works- For Information Only	Brecknock Court Salisbury Road Blandford Forum DT11 7QG	T1 - Ash - Fell to ground level. T2 - Silver Birch - Raise the crown to 4m over the footpath. Prune to provide 2m separation from the building and adjacent street light. T3 - Laurel - Prune back to the boundary of the property. Prune to provide 2m separation from the building. Remove overhanging branches over the footpath.	15/07/2026

Scheme of Delegation

The Town Development and Planning Committee has delegation to submit observations on behalf of the Council.

Legal Authority and Implication

The Town Council is a consultee but does not have the authority to determine planning applications. The Council has the power to be notified of planning applications affecting the Council's area and to comment (Town and Country Planning Act, 1990 sch 1 para8).

Recommendation

That the committee provides its response on the listed planning applications and considers responses to applications received without notice, in the form Support or Objection with supporting reasons.

Reason for Recommendation

To fulfil the Council's responsibility and exercise its views as a statutory consultee.

TC4.12 **Tree Survey**

9:00 pm To consider options for the five yearly tree survey

(15 mins)

(Local Government Act 1972 Sch 12)



Report Author: Operations Manager

Summary and Background information

The Town Council is due in 2026 to have a tree survey carried out. It was last done in 2021, unfortunately the individual has since retired, and so officers have obtained quotes from new companies.

Financial Implications

Company A

Declined to quote due to the size of the survey and the timescales involved.

Company B

To undertake a comprehensive survey of all the trees within the fee proposal ownership of Blandford Forum Town Council, and to provide a formal written report.

All the tree survey data is stored, managed, and processed the internet, rather and is available to our clients 24 hours a day, seven days a week. Access to the survey data on the internet for 12 months is included within the above fee proposal. Continued access to the survey data, beyond the initial 12-month period, is available for an annual fee of £135.00 +VAT for up to 1000 trees.

For the sum of £3.95 +VAT per individual tree and, £19.75 +VAT for groups of trees (of five or more).
£800.00 Approx

Company C

For the completion of a Full Tree Condition Survey of all trees, groups and woodlands at Blandford Forum Town Councils owned lands.

All the trees will be surveyed visually from the ground using non-invasive techniques and the principles of Visual Tree Assessment (VTA). Data relating to each tree will be assessed and recorded using a Pear Technology GPS device, enabling the accurate plotting of individual trees, groups of trees, hedges and other important features, together with supplementary information; Species and age category. Any number tags or TPO reference numbers. Height, girth and spread measurements, measured or estimated. The overall condition of the tree with notable defects and features listed. Work recommendations, with timescales for completion.

Trees are plotted on an Ordnance Survey map and identified using a colour coding system with the following time scales; Red - Critical and 1 month. Orange - 3 months. Blue - 6 months. Green - 1 year or next survey - usually part of a cyclical maintenance program. Black - No work required as at the time of survey. The completed 'Tree Survey Report', 'Tree Data Report' and marked up and annotated Ordnance Survey map will be supplied by email, in 'pdf' format.

£ 2,352.24+VAT

Company D

Declined to Quote

Recommendation

It is recommended that Councillors decide which company is to carry out the tree survey using funds from the tree survey budget line (1075), which has a balance of £ 21,733.20