



BLANDFORD FORUM TOWN COUNCIL

To: All Town Councillors
Members of the Public & Press

Dorset Council Councillors

Dear Member,

TOWN COUNCIL MEETING

You are summoned to attend a meeting of the Town Council which will be held in the **Woodhouse Gardens Pavilion**, The Tabernacle, Blandford Forum on **Monday 28th April 2025 at 7:00 pm** to consider the following items. This meeting will also be available to view online using Microsoft Teams [using this link](#).

Linda Scott-Giles
Town Clerk
21st April 2025

A G E N D A

Prior to consideration of the following Agenda, there will be a democratic quarter of an hour, which may be extended at the discretion of the Council, during which time members of the public may speak. During the course of the meeting, members of the public and our elected representatives from the Dorset Council may indicate they wish to speak, and, at the discretion of the Chairman, and with the approval of the Members, they may be allowed to do so on points of information only. The Council may on occasion invite members of the public to comment on specific issues where points of information or their particular knowledge on a subject might prove of benefit to the Council.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

1. Public Session
 - 1.1 Minute Silence for Town Crier, Jean Jeffery – Led by the Chairman of Council
 - 1.2 Western Design Architects – To receive proposals for 23-25 Market Place, Blandford Forum (former NatWest)
2. Report from Dorset Council Councillors
3. Apologies
4. To receive any Declarations of Interest and Requests for Dispensations
5. Minutes of the Town Council Meetings held on 31st March 2025
 - 5.1 [Special Co-option Meeting](#)
 - 5.2 [Town Council Meeting](#)
6. [Town Clerk's Report & Correspondence](#)
7. Civic Report
8. Recommendations and Receipt of Minutes (None)

9. [To approve the advert and job description for a Deputy Town Crier](#)
10. [To consider the grant from the Bowling Club](#)
11. [To decide on a way forward with repairs to the Charter 400 Mosaic at Woodhouse Gardens](#)
12. [To consider a request from the Parish Church to take on responsibility for the defibrillator attached to the Parish Rooms](#)
13. [To approve expenditure for installation of the Christmas trees and column lights](#)
14. [To approve a risk assessment and action plan to comply with the sexual harassment preventative duty](#)
15. To consider action regarding the Blandford Day Centre on Heddington Drive
16. To receive an update and consider any requests from the:
 - 16.1 Neighbourhood Plan Working Group – Blandford + (no update, next meeting scheduled for 12th May 2025)
 - 16.2 BFTC Commemoration Group
 - 16.3 [VE Day 80 Update](#)
 - 16.4 Climate, Biodiversity & Nature (next meeting on Tuesday 3rd June, officers from Dorset Council's Recycling Team Gabriella Taylor and Marten Gregory will be giving a presentation on the work they do)
 - 16.5 Dorset Council Grant to support the Market Area Enhancement Project (response awaited from the Dorset Council)
17. Reports from Community and Local Organisations (Councillors are requested to advise the Chairman of Council or the Town Clerk if they wish to make a report under this heading)
18. Planning Applications (due to deadlines)
 - 18.1 [Appendix A – New Planning Applications \(refer to Appendix A attached\)](#)
 - 18.2 Appendix B – Dorset Council Decisions on Planning Applications and Applications Awaiting Decisions (distributed prior to the meeting)
19. Confidential

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admission to Meetings) Act 1960.

 - 19.1 To consider nominations to present certificates to members of the community (sent to councillors separately)

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

Twinned with Preetz, Germany

Twinned with Mortain, France



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



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

Town Clerk's Report

Feedback from Co-option Candidate – Christopher Roberts has shared feedback from his experience at the co-option meeting with all Councillors.

Tabernacle Toilets – The works started on Monday 7th April 2025 and was completed on Tuesday 15th April. Staff are pleased with the result.

Travellers at Larksmead – On Sunday 13th April 2025, staff were informed that travellers had moved onto Larksmead recreation ground, with open fires, gas, generators, dogs running loose and using the field as a toilet, as well as human faeces. The Operations Manager met the Police on site and asked the Travellers to leave. Later that day they were issued with paperwork by the Police, and they left site at 4pm. Town Council staff have cleaned the site and removed rubbish. Discussions are ongoing if it is practical to make access to the site harder. The Town Council will need to pay £650.00 to Dorset Council as they have told us that they needed to open their transit camp to allow the Police to issue the paperwork promptly and to use a Sect 62 to remove them.

DAPTC Star Awards – The following have been received from the DAPTC, with a special mention in their countywide newsletter for Cllr Chapman who has attended the most training sessions over the last year!



Dorset Association of Parish & Town Councils
Colliton Annexe
County Hall
Dorchester
Dorset DT1 1XJ
3 April 2025

Dear DAPTC Member Council,

Star Awards 2024 / 25 – Blandford Forum Town Council

I am pleased to extend my congratulations to the parish and town councils that have earned a one-star rating for their commitment to training attendance in the 2024/2025 period. Your dedication to enhancing your skills and knowledge through continuous learning is commendable and greatly appreciated.

The one-star recognition highlights your efforts to stay informed and equipped to serve your communities effectively. By participating in training sessions, you are contributing to the overall improvement of local governance and setting a positive example for others.

We are proud of your achievements and encourage you to continue your journey of professional development. Your commitment to learning is a valuable asset to your council and your community.

Once again, congratulations on your one-star award. We look forward to seeing your continued growth and contributions in the future.

Read more about the qualifying criteria for the DAPTC Star Awards [HERE](#).

Best regards,

Neil Wedge
Chief Executive
DAPTC



Allotments – During the last few weeks, the Operations Manager has been contacted by the Allotments Management Committee to deal with overgrown shrubs, an overhanging shed, the plan to change the key locks to combination ones and a complaint about doing so; all at Elizabeth Road Allotments. At Lamperd's Field Allotments, Town Council staff have repaired a fence as dogs were getting into the allotments from adjoining properties.

To approve the advert and job description for a Deputy Town Crier

Some Councillors will recall that Liz Rawlings was given the title of Town Crier, instead of Deputy Town Crier, when Jean Jeffery was no longer able to perform but Jean would, of course, always hold the title of Town Crier due to her dedication and commitment to the role.

In March, a discussion was held between Liz Rawlings and the Town Clerk about the appointment of a Deputy Town Crier to support Liz in her role as Town Crier.

The advert and job description for a Deputy Town Crier from 2015 have therefore been updated and are shown at [Appendix A](#).

Recommendation

It is recommended that the announcement is made promptly after this meeting with a deadline of 30th May 2025 for completed applications.

An interview date should be agreed in early June, between the Chairman of Council, the Town Clerk and Town Crier, Liz Rawlings. It is also recommended that Cllr S Hitchings is invited to join the panel, as senior councillor, and he was Chairman of Council when the last interviews took place in 2015.

Linda Scott-Giles
Town Clerk
4th April 2025



BLANDFORD FORUM TOWN COUNCIL

Blandford Forum Town Council takes pride in the continuation of traditional civic practices and procedures and has long benefitted from having a Mace Bearer and Town Crier.

Both appointment holders have an excellent knowledge of the town's history, civic pride and a commitment to the town.

The Town Council would now like to offer a unique opportunity to local people to apply for the role of Deputy Town Crier, to assist the existing Town Crier.

Deputy Town Crier

Duties include representing the town by attendance at civic events within and outside of the town and providing support to the Town Crier. There are opportunities to represent the town by travelling to other Town Crier events across the South. An annual honorarium of £300 (to include any expenses) is offered to the successful applicant and a uniform will be provided.

A Job Description is available, which provides more detail about the role.

Interested persons are invited to apply in writing explaining why they feel they are suitable for the role, by 30th May 2025 to:

Linda Scott-Giles, Town Clerk

Blandford Forum Town Council
Royal British Legion, Church Lane
Blandford Forum, DT11 7AD

Tel: 01258 454500

Email: admin@blandfordforum-tc.gov.uk

Website: www.blandfordforum-tc.gov.uk



BLANDFORD FORUM TOWN COUNCIL

Job Description

Deputy Town Crier

Role Overview:

This appointment, for a DT11 resident, is the understudy to the Town Crier to accompany, or deputise for, the Town Crier when requested at authorised civic events within or outside of Blandford Forum.

Key Responsibilities:

- a. To give clear announcement of Town notices and proclamations when called upon to do so in a manner appropriate to the notice, proclamation or occasion.
- b. The appointment holder will be required to acquaint themselves with the history and heritage of Blandford Forum in general and be prepared to speak on these areas if requested.
- c. The appointment holder will be required to learn the history and heritage of the Town Council, including the origins of the Town Crier and associated regalia, and be prepared to speak or advise on these areas if requested.
- d. The appointment holder will be required to acquaint themselves with Civic protocol and procedures.
- e. The appointment holder will be expected to present the town, the council and the people of Blandford Forum to their best and doing so in a positive manner conducting themselves as befitting the appointment.
- f. The appointment holder will be expected to assist the Town Crier or other members of the Town Council staff or councillors with the following, but not exclusively:
 - i. Reception of guests at a civic occasion
 - ii. Assisting the Town Crier in the organisation of the regional Town Crier's competition
 - iii. Other general duties in support of a civic occasion appropriate to the appointment.
- g. An annual honorarium of £300 is paid, however no expenses will be covered except for the cost of membership to the Guild of Town Criers.

To consider a grant application from the Bowling Club

- . Name of Organisation : Blandford Bowling Club
- . Registered Charity: ———
- . Contact Name : David Burge
- . Purpose of Organisation: We embrace sport and social objectives. Our players are aged 5-90, all of whom play for fun and success. Our Junior Bowls has provided a National Ladies Champion U21 in 2024. In a social context we enjoy a full social events programme of coffee mornings, carpet bowls, crib, quizzes, bingo.
- . Amount requested: £6,766.
- . Is this a Green Grant: No
- . Purpose of request : Our financial accounts have been traditionally balanced. In 2024 vandalism and theft from our equipment sheds destroyed that 'balance'- this incurred an unplanned expenditure of £6,766 (shed repairs, container, upgrade CCTV.)
A second Baroness mower has been part of our Green 'saving' strategy - our aim is to maintain a quality green which services our club but also Dorset County Bowls with 5 Finals sessions calendared for the Blandford Green this coming season.
Assistance with helping to cover the above sum would be much appreciated and put us back on track to plan the purchase of a second Baroness mower. A new Baroness would be £11,856; an ex demo, rarely available, between £7-8k.
- . How many Blandford Forum residents will benefit directly?
300-400 +, members, families, friends, school activity day.
- . Any further relevant information.
The vandalism damage to our property caused a sense of tension and stress amongst key members including those committed to hundreds of extra hours of voluntary work.
- . We are now collaborating with Football and Cricket Clubs in the Recreation Area - understanding individual and joint problems and seeking solutions.

DB 16-2-24

Blandford Bowling Club - Project 2025

We are a successful Dorset bowling club where enjoyment, commitment and high achievement are key objectives.

Our bowling Green has been central to Committee planning since 2023. Our Bowling Green is a Bowls England national quality one with six full size rinks. It is managed and developed jointly by:

- . Green Side and Adam Carter - his team provides the professional guidance, heavy machinery (tractor, roller, spiking and scarifying machines) and accredited staff to apply the spray treatments. Adam regularly visits and assesses the condition of the green and advises on the irrigation programme which is delivered by the Club's Green Team.

- . The Club's Green Team - the Green Manager (David Burge) and 23 active club members.

In April to September - the Playing Season. Each and every day the green is brushed, then mowed and rolled 5-6 times a week. Each day the rinks are set up as per the guidance on BowIR (our IT rink booking system). The flower displays are irrigated every day.

October to March - every day the green is brushed unless it is frosted or it's raining. Mowing is now per need as soon as grass grows above 10mm. In March mowing is steadily increased in preparation for the new season.

Green improvement . Pre 2020 the green was cut 3-4 times a week and two 'tired' Lloyds mowers were used.

In Feb 2021 we purchased a new Baroness LM56 specialist mower of high quality from Highwood of Dorchester. The green is booked daily for club training, Friendlies, club, county and national competitions. Our green has now been regularly called upon by Dorset Bowls to organise County Finals competitions. In 2025 there will be five such all day finals competitions booked for our green; our rinks will be measured and checked by nationally qualified umpires, and we will be hosting players from across the county.

We aim to provide the best possible bowling surface for all our bowlers.

For special club and county events our aim is to always 'double cut'- mowing diagonally across and from both corners of the green. A second mower will enable us to achieve this within our limited time window.

In summary we now need a second mower, as was the case before 2021. It will enable us to reduce overall mowing time most days and also 'double cut' within a limited time schedule - at the same time to continue to develop an improved playing surface. The cost of a new Baroness from Highwood would be £11,856. If Highwood could find us an ex-demo Baroness the cost would be between £7-8k.

Our Green Team now have at least six members who have reached a level of impressive proficiency and skill with our Baroness - we are skilled and ready to act.

Business Plan 2025 MASTER COPY

Business Plan Blandford Bowls 2025

Club and Player Needs:

1. Clubhouse facility - focal social/sport point of the club
2. The bowling Green contract - critical as 'no green, no club'.
3. Junior Bowls - more adult helpers/coaches
4. Safeguarding - Managed and led by a Committee member - continual update and review. Junior members are contacted only through parent or guardian.
5. Coaching - an important recruitment and retention strategy.
6. Club website- refocus, rebuild, update in hand.
7. Player access to increased playing opportunities
8. Club Committee - club management and development

Cost to Satisfy - commitment and potential cost

1. Clubhouse redecoration including replacement blinds - awaiting quote.
 2. Bowling Green Contract per annum: £9,800. 'No Green, No Club.'
- Baroness mower service :£900 pa
- Vandalism of mower sheds - rebuild cost March - November 2024 : £964 - no charge for labour which was completed by our Maintenance Manager and kteam.
3. Junior Bowls- no additional cost, goodwill.
 4. Safeguarding - substantial time commitment in communicating with family/agency. Personnel training minimal cost.
 5. Coaching: all time commitment given voluntarily by qualified club coaches at level 1 and 2 - the first phase of coaching April - May 2024 totalledhours
 6. Club website - charge to rebuild will be minimal - friend of club.
 7. Access to playing opportunities - no monetary cost - new members given a period of 'grace' during which uniform dress will be relaxed to encourage involvement and commitment to playing at the club - a real change in traditional playing/dress opportunities.
 8. Club Committee - members bring a professional and practical talent to the Club. New membership is critical to not only maintaining this flow of expertise but also training and support of new members.

Convenience and Communication

1. Clubhouse redecoration . Searching for appropriate supplier/agent . Clubhouse is widely used for business and social meetings, hosting league and county events. As such redecoration and window fittings need to match the rooms consequent business and social demands
2. The Green . We have implicit confidence and regularly meet with our contractor, Greenside, who undertake all the heavy tining, tractor work and grass tonic treatments. Our Club Green Manager (a Committee member) coordinates the daily green work (brushing, mowing, rolling, irrigation etc) of 24 club members operating on a daily rota throughout the year. This work is all voluntary.
3. Junior Bowls. This is managed by a qualified Level 2 Bowls England Coach who is also Committee Member reporting to Committee at each meeting. One of our recent junior members is Ladies U25 National Champion (of both indoor and outdoor championships). Young bowlers regularly represent our Club in Dorset (Adult) Leagues as well as in their age related championships.
4. Safeguarding. All club members sign a commitment to uphold safeguarding practise especially in relation to our Junior Squad (aged 5-18) and to issues of disability. These guidelines are regularly discussed and assessed - Inservice training is undertaken by our responsible Committee Member and relayed to club members via meetings, the club noticeboard and Club website .
5. Coaching . This is the main vehicle for introducing new entrants into the sport of bowling. Most of these are attracted by the Club 'Open Days' for Juniors and adults. A reshaped programme is planned for 2025 with fast tracking for the most able and quick integration into the club (playing and social) within a three week period. A more relaxed coaching programme will remain as an option. Retention is an identified challenge - hence fast track integration is essential.
6. Club website . The club communicates to members through meetings, paper and IT. Our website is being remodelled to encourage 'Facebook' style responses from members who may wish to make immediate comment on bowling successes and achievements, enjoyment of social events and generally positive club experiences. Our aim is to encourage 'ownership' through 'chat', involvement and club support.
7. Bowls was traditionally for the 'retired'. All league, and generally competitive games, were organised during the 'working day'. The future of our club (and Bowls) demands that ' working' people must be able to play League, Cup and a range of competitive matches in the evenings as well as the weekends. Bowls needs to be a 7 day a week opportunity for all . We are exploring a range of wider bowling opportunities including : a North Dorset mid week League with other local clubs, Australian Pairs club matches, Bournemouth and District League membership.
8. Club Committee - new membership is critical not only to maintain the high level of expertise within the group but also to energise 'thinking and action' in the future.

To decide on way forward with repairs to the Charter 400 Mosaic

Report

The Mosaic was installed in 2005 to mark Charter 400, however after 20 years it is in need of major renovation to prevent it becoming a Health and Safety issue as it is becoming increasingly uneven.

This report sets out to look at the options for the future of the mosaic.



The mosaic when it was opened



The mosaic now

Option 1.

- 1, Lift all pavers in circle
- 2, Relay scalped base and compacted down
- 3, Relay pavers on a cement screed base
- 4, Point in pavers
- 5, Take away spoil

Please note the following:

It looks like the existing pavers are bedded down on a cement screed, so when lifted it is hard to be sure how many will be able to be reused. As this is a mosaic design it will need to be lifted in sections to make sure it goes back the same way, so it is hard to give an accurate estimate on. Allowance is made for 20 working days to do the job should it takes less time the price could go down but if it takes longer then it could increase. The quote allows to buy 2088 pavers as this is the smallest amount available from the merchants.

Labour and Materials £13,212.00 est.

Option 2

If normal pavers were used to make a square section in the middle with something stating just the dates, then the estimate would come down as standard pavers could be used. There would be enough salvage, from the existing pavers, to do the middle, but to get an accurate estimate it would need to be decided exactly what would be written in the middle of circle i.e. just dates or something else. Either way it would cost significantly less.

Option 3

The area could be returned to tarmac and a small plaque incorporated or placed nearby commemorating Charter 400 this would be cheaper than Option 1 and possibly cheaper than Option 2. A quote has not been sought for this option but can be should Councillors decide this is the way forward.

Once an option is chosen then more quotes will be sought.

Recommendations

It is recommended that Councillors note this report and decide how to proceed with the required repairs to the mosaic.

Jon Goodenough
Operations Manager
March 5th 2025

To consider a request from the Parish Church to take on responsibility for the defibrillator attached to the Parish Rooms

Report

The Town Council recently received the following request from the Parish Church about the Parish Rooms:

“As you are aware we have a Defibrillator on the wall of the Parish Centre. This was purchased by an individual with the agreement that it could be positioned on the wall but the church did not have responsibility for it. The church wardens have been checking/testing it on this person’s behalf.

This person is no longer able to take on responsibility for it. I have been asked to see if the Town Council would be willing to do so.

The responsibilities are checking it regularly (I don’t know the frequency), checking after notification that it has been used and replacing the pads if used. In 7 years, this has only been required 3 times, twice after being used and once when they became out of date. The cost is around £160 each time these need to be replaced.

Please can this be considered by the Town Council.”

Financial Implications

The Town Council is currently responsible for two Defibrillator’s, this involves daily checks and the replacement of the pads (£76.00 an adult set and the equivalent if paediatric pads are also provided.) and replacement of the battery when required (£400.00-£500.00).

There is no budget for extra machines.

Recommendation

It is recommended that Councillors note this report and decide if they wish to take on the extra Defibrillator and associated costs.

Jon Goodenough
Operations Manager
7th April 2025

To approve expenditure for installation of the trees and column lights

Background

The installation of the small Christmas trees and lights has now been done by a local contractor for the last five years this has worked well and the lights have received a large number of compliments. It has also allowed us to expand on the displays without it impacting on the workload of the Town Council staff.

Report

A quote from the contractor who has carried out the installation of the trees and lamp post lights for the last five years was sought; further quotes were not obtained due to the lack of contractors able to carry out this work and the fact that he is now familiar with what is required and additionally we received so many compliments last year, it is also specialist work and as such the financial regulations do not require the usual three quotes.

The quote for 2025 to install and take down the small Christmas trees and to install and dismantle the lights on the lighting columns is £8,900.00 + VAT. This is the same as last year's price.

Recommendation

It is recommended that Councillors approve expenditure of £8,900.00+VAT for the installation of the trees and column lights from the Christmas light budget line 1025 (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

Jon Goodenough
Operation Manager
6th March 2025

To approve a risk assessment and action plan to comply with the sexual harassment preventative duty

Background

The proactive “preventative duty” on employers to take reasonable steps to prevent sexual harassment in the workplace came into force on 26th October 2024.

Failure to comply with the duty can result in an uplift of up to 25% of all (uncapped) compensation awarded in a successful sexual harassment claim and any other combined discrimination claims. Additionally, workers can report their employer’s breach of the duty directly to the Equality and Human Rights Commission (EHRC), who can also take enforcement action.

New guidance

Following consultation, the EHRC has now published the final version of its [updated technical guidance](#), together with a new brief [eight-step summary guide](#) for employers covering this new duty. Worknest has also produced its own [detailed guidance on the new duty](#) and how to comply with it.

Action Required

The EHRC guidance is clear that unless an employer carries out a risk assessment, they are unlikely to be able to comply with the preventative duty. Off the back of the risk assessment, employers should also produce an action plan setting out the preventative steps they will take to address any identified risks and how this will be monitored.

The Operations Manager has produced the following documents for Councillors to consider, which have been sent by email with the agenda:

- Risk Assessment – Preventing Sexual Harassment
- Action Plan – Preventing Sexual Harassment

The Town Clerk and Operations Manager have both attended the DAPTC Sexual Harassment Awareness Essentials session.

Employee Handbook

Worknest has updated associated policies in the Employee Handbook to address this new preventative duty and the updated EHRC guidance. Once approved by Councillors, this will be distributed to staff.

Recommendation

It is recommended that Councillors approve the risk assessment and action plan and the Employee Handbook is updated accordingly.

Linda Scott-Giles
Town Clerk
9th April 2025

VE Day 80

Update on Actions / Information

- The Blandford School student and Blandford Forum resident, Alfie Owen, who is joining the Town Council for a week of work experience in March, has been invited to light the beacon. He was thrilled to have been asked and has accepted the invitation!
- VE Day flag has been ordered for one of the poles at Legion House, for the flag raising ceremony. It is 5ft x 3ft and cost £37.33. The Legion has suggested the Mayor lays a wreath at the same time as the flag being raised.
- Encourage the eating of Fish and Chips throughout the day, as part of these VE Day 80 celebrations on 8th May 2025.
- The Commemoration Group has booked the pavilion for another excellent and informative exhibition from Thursday to Saturday (TBC). WHG Pavilion booked from 1:30pm on Wednesday 7th May until Sunday 11th May 2025.
- Budget of £700 is approved, using funds from the Civic Budget 4802.
- Town Clerk attended an SLCC session with the Pageant Master, Bruno Peek on 23rd October 2024.
- The Crown Hotel has been contacted and they advised that, at this time, they can't confirm that they will be doing anything for VE Day 80, because they have a wedding booked on the Saturday so the Sealy Suite will be in full use that day and the team will be needed. There is a possibility they could plan something on the Sunday, but they can't confirm at this stage as they have a lot of other events beforehand.
- D-Day 80 window competition is repeated for this event.
- Tower Captain has agreed to carry out the bell ringing that day.
- Met with Commemoration Group and RBL Branch to discuss the format. It was agreed to focus on the two civic events and the exhibition, and the Legion is discussing a party event for the Saturday 10th May 2025. The church is also considering hosting an event and will discuss with the Legion.
- Booked sound system for the evening service. Hope to borrow PA for the morning service.
- Booked BSVB for the evening service. Rob Chalkley is arranging to rehearse with the Band in advance.
- WI has offered to assist with refreshments, as per D-Day 80 evening event.
- Orders of service drafted for both events and checked with Mayor and interested parties. The cost of the orders of service for both events is being sponsored by Colin Close.
- Town Crier informed of the national cry and Proclamation Service.
- Events registered on the national map.
- The schools have been invited to attend the morning service. The Blandford School are bring 20 students and Milldown are bring 14 students. (and appoint a pupil to carry the flag up from the Market Place from confirmed attendance).
- Through an advert placed in the Times by the RBL looking for 100 yr old veterans, Terry Clarkson received an email about a lady called Margaret Quinn who lives just outside Salisbury. Margaret served in the ATS (Auxiliary Territorial Service) during the war. We have subsequently been in contact with Margaret, and she has confirmed that she is very happy to attend both our morning and evening VE Day events. Margaret will attend one



event with her son and one with her friend who originally contacted the RBL. Margaret confirmed on the phone that she is drafting a letter to us to tell us all about her memories of the war and how she was involved.

- Both events have been registered with the Pageant Master, Bruno Peek.
- Care homes have been invited to both events. Whitecliffe House Nursing Home are bringing eight residents.
- Both events have been boosted on Facebook.

The agreed schedule for Thursday 8th May 2025 is as follows:

10am – civic ceremonial opening service to include:

- Standards and piper in Market Place from 9:40am.
- Process up Church Lane for the raising of the VE Day flag at the Royal British Legion. Flag to be carried by a young person and blessed prior to the raising, which will be done to the trumpeter playing a fanfare.
- Reading of the VE Day Proclamation by the Town Crier. Unfortunately our Crier is not able to attend that day and the Verwood Town Crier has offered to step in because their service is not until the evening.
- Piper invited to play by the Legion Branch.
- Refreshments in Overlord Room after the event. Paid £50 for use of the room to the Legion Club.

7:30pm – Woodhouse Gardens

(earlier start time than planned to allow more time to visit the exhibition)

- Dorset Police Cadets in attendance to greet people, show them to the exhibition/their seats and hand out orders of service.
- Exhibition opens in the pavilion at 7pm.
- Light refreshments available (free of charge).
- Civic service starts at 8:45pm, to include the lighting of the beacon at 9:30pm by a young person (Afie Owen, The Blandford School), and to have the piper play.

Linda Scott-Giles
Town Clerk
22nd April 2025

PLANNING APPENDIX A – NEW PLANNING APPLICATIONS
Meeting on Monday 28th April 2025

	Application & Date	Application Details	Comments/ Blandford + Neighbourhood Plan 2011-2033
1	P/LBC/2025/01717 Mrs J Capron Deadline 16 th April 2025 (Extension granted until 30 th April)	Red Lion Yard Tavern Cottage Market Place Blandford Forum Dorset DT11 7EB Replacement windows	Blandford + NP Policies: B10 Design Code: CA2 Built Form Code: 15, 16 & 17
2	P/LBC/2025/01668 Miss Wilson Deadline 17 th April 2025 (Extension granted until 30 th April)	20 The Close Blandford Forum DT11 7HA Removal of UPVC door & windows to rear of property, replace with timber windows & door	Blandford + NP Policies: B10 Design Code: CA2 Built Form Code: 15, 16 & 17
3	P/FUL/2025/01921 Deadline: 24 th April 2025 (Extension granted to 30 th April)	15 Signpost House Sunrise Business Park Blandford Forum DT11 8SA Replace all windows & doors and install new entrance opening to rear. Install new mechanical cowls & louvers. Install EV chargers, accessible access ramp, vape/smoking & Bike Shelter.	Blandford + NP Policies: B10 Design Code: CA5 Built Form Code: 16 & 17
4	P/LBC/2025/01807 Deadline: 25 th April 2025 (Extension granted to 30 th April)	11 West Street Blandford Forum DT11 7AW Retain internal alterations including replacing existing stud walls, new electrical, plumbing and heating layouts.	Blandford + NP Policies: B10 Design Code: CA2 Built Form Code: 15, 16 & 17
5	P/HOU/2025/01109 Oliver Mintern- Fountain Deadline: 1 st May 2025	22 Kingston Close Blandford Forum DT11 7UQ Erect first floor rear extension.	Blandford + NP Policies: B10 Design Code: CA2 Built Form Code: 11, 12, 15, 16 & 17

Applications for Tree Works for Information Only

	Application & Date	Application Details
1	P/TRC/2025/01905 Sarah Scott Deadline: 18 th April 2025 (information sent to councillors prior to this date)	25 Queens Road, Blandford Forum DT11 7JX T1- Ash (Fraxinus excelsior)- Fell and grind-out stump to 20mm below ground level.
2	P/TRC/2025/01866 Mr Arthur Houston Deadline: 18 th April 2025 (information sent to councillors prior to this date)	27 White Cliff Mill Street Blandford Forum DT11 7BQ Magnolia - Remove.
3	P/TRC/2025/02077 Bailey Deadline: 29 th April 2025	Presbytery White Cliff Mill Street Blandford Forum DT11 7BN T1 - Beech - Fell.
4	P/TRC/2025/02158 Mr Stephen Hawkins Deadline: 6 th May 2025	Little Summerhill Milldown Road Blandford Forum DT11 7DD T1 - Eucalyptus - Re-pollard to 6m from ground. T2 - Maple - Reduce crown by 2m in height and lateral spread. T3 - Silver Birch - Reduce crown by 2m in height and lateral spread. T4 - Western Red Cedar- Crown raise away from house up to 8m from ground. T5 - Small Cypress - Fell to ground level
5	P/TRC/2025/02208 Mr James Tarrant Deadline: 7 th May 2025	Eagle House Gardens Blandford Forum DT11 7BS T1 - Elder - Fell to ground level. T2 - Group of small Sycamore - Fell to ground level. T3 - Large Sycamore - Remove dead wood greater that 25mm in diameter, reduce crown on secondary branches only by up to 2m in length growing over Garden of No. 35. T4 - Large Sycamore - Remove dead wood greater that 25mm in diameter, reduce crown on secondary branches only by up to 2m in length growing over Garden of No. 35. Reduce 2 x lower branches extending over shed by up to 2m.