



BLANDFORD FORUM TOWN COUNCIL

To: All Town Councillors
County Councillor B G Cooper
Members of the Public & Press

District Councillor Mrs N Hickish
District Councillor J Hickish
District Councillor J E T Tanner

Dear Member

TOWN & GENERAL PURPOSES COMMITTEE

You are summoned to attend a meeting of the Town & General Purposes Committee to be held in the Community Room, Church Lane, Blandford Forum on **Monday 27 September 2010 at 7.30 pm (after the Recreation & Amenities Committee Meeting)** to consider the following items.

Linda Scott-Giles
Acting Town Clerk
20 September 2010

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 Committee, 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 County and District Councils 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 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 Committee.

Members of the public are advised that recordings of any kind will only be allowed with the express permission of the Council on each occasion. Should a recording be permitted the Council should be given a copy of that recording.

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.

1. Public Session
2. Apologies
3. Declarations of Interest (Councillors are reminded of their obligations to declare orally their interests as per the Parish Councils Model Code of Conduct Order 2007 Number 1159)
4. Minutes of the Meeting held on 21 June 2010
5. Town Clerk's Report & Correspondence
6. General Update by PC S Evans
7. Report on Chamber of Trade meeting

Twinned with Preetz, Germany



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



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Tel: 01258 454500 • Fax: 01258 454432
Email: admin@blandfordforum-tc.gov.uk
www.blandfordforum-tc.gov.uk

8. Report and Update on Yuletide Festival by Cllr Butler
9. Review of Town & General Purposes budgets to 15 September 2010 (papers attached)
 - 9.1 Analytical Review of Revenue Budget
 - 9.2 Review of Earmarked Reserves
 - 9.3 Reserve Accounts
10. To consider expenditure approval of £252.00 for winter bedding
11. Christmas Window Competition 2010
 - 11.1 To consider approval of flyer and expenditure approval for proposed prize money (paper attached)
 - 11.2 To appoint three judges for the Christmas Window Competition 2010 (including the T&GP Chairman)
12. To consider expenditure approval for Christmas lights on the Marsh & Ham tree (paper attached)
13. To consider a request from the Blandford Railway Arches & Heritage Trail Group to finance the clearance of vegetation on the redundant railway arches (paper attached)
14. To consider suitable days for flying the Blandford Forum flag on the Corn Exchange (paper attached)
15. To consider a request for a Community notice board and suggest possible locations (letter attached)
16. To respond to a request from Preetz Council to suggest dates for a visit to Preetz in 2011 (letter attached)
17. To review DCC's Proposed Traffic Regulation Amendment Order for various roads in Blandford Forum – Prohibition and Restriction of Waiting
18. To consider putting forward a request that the speed limit on Shaftesbury Lane is reduced to 30mph (as requested by Cllr Tanner at Town Council meeting on Monday 13 September 2010)
19. An opportunity for Members to suggest items for possible inclusion in the 2011/2012 budget to enable time for officers to investigate costs that can be brought back to the next Committee meeting in November

DATES OF FUTURE MEETINGS

4 Oct	Town Council
6 Oct	Finance & Staffing (Wed)
11 Oct	Planning

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

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TOWN & GENERAL PURPOSES Committee

Revenue Expenditure against Budget as at 15th September 2010

N/L code	Annual Budget	2010/11				Actual to Date	Budget Variance
		Budget to date	Committed				
COSTS							
4711	55	23	0		120	(97)	
4785	523	218	0		240	(22)	
5020	1,015	423	0		1,657	(1,234)	
5050	112	47	0		29	18	
6200	4,060	1,692	0		3,311	(1,619)	
6650	8,628	3,595	0		3,218	377	
6555	1,015	423	0		408	15	
	0	0	0		0	0	
6660	660	275	0		293	(18)	
6661	1,320	550	0		358	192	
	17,388	7,245	0		9,634	(2,389)	
TOTAL COSTS							
	5,481	2,284	0		2,546	(262)	
	508	212	0		0	212	
	0	0	0		0	0	
	617	257	0		426	(169)	
	6,606	2,753	0		2,972	-220	
TOTAL INCOME							
	10,782	4,493	0		6,662	(2,170)	

Repair to DVR recorder

Confirmed Rate Free for 2010/11

T & G P EARMARKED RESERVES 2010/11

as at 15th September 2010

Nominal Code	Budget	Balance b/f	Income	Budget 2009/10	Total Reserves	Spend YTD	Committed YTD	Current Balance
1020	Town Maps and Boards	2,879		1,000	3,879	3,879 (4)		0
1025	Christmas Lights	2,796		500	3,296	500 (6)	2,124 (2)	672
1030	Tourism	2,300		0	2,300	636 (5)	900 (3)	764
1035	Twinning	1,531		0	1,531			1,531
1040	Town Improvements	4,771		0	4,771	3,256 (7)	53 (1)	1,462
1045	Contingency	0		500	500	132 (8)		368
		14,278	0	2,000	16,278	8,403	3,077	4,798

(If Contingency budget is unspent on 31st March 2011 balance will transfer to Town Improvements)

Expenditure

(4) Purchase 3 Aluminium Boards	3,766	
2 Aluminium Posts (part)	113	(1) Cost on Installation fingerposts 53
(5) Printing of 5000 Leaflets	288	(2) Xmas Lights 341
Header/Footers Town Maps	348	Xmas Card Competition 100
(6) Blandford Yule Tide Festival	500	Christmas tree 250
		Mobile Platform 100
(7) 10 Grit Bins	1074.4	Christmas window competition 350
Install Duct in Market Place	2182	Marsh & Ham Tree - works & lights 983
(8) 2 Aluminium Posts (part)	132	(3) Town Guide 650
		Printing Banners 250
	<u>8,403</u>	<u>3,077</u>

Blandford Forum Town Council

Reserves Accounts as at 15th September 2010

<u>Standard Asset Replacement Accruals</u>		Responsible Committee	Balances
Nominal Code			£
1300	IT	F & S	16,005.46
1305	Skate park	R & A	81,356.89
1310	General Play Equipment	R & A	34,872.10
1315	Maintenance Equipment Replacement	R & A	6,071.92
1320	Vehicle Replacement	R & A	7,095.00
1325	Tractor Replacement	R & A	17,939.80
1330	Mower Replacement	R & A	17,796.20
1335	Civic Regalia	F & S	1,400.00
1340	CCTV- Replacement Fund	T & GP	20,699.57
			<u>203,236.94</u>
<u>Other</u>			
1001	Earmarked Interest	F & S	26,317.33
1010	Capital Interest	F & S	65,846.94
1015	Support for Essential Services (Earmarked)	T/C	56,503.00
			<u>148,667.27</u>
<u>Capital Projects</u>			
1104	Corn Exchange S106 Funds	T/C	175,184.51
1105	Corn Exchange	T/C	500,000.00
1110	Corn Exchange Promotions Group	T/C	7,798.00
1115	Corn Exchange Project Development	T/C	982.54
1120	Corn Exchange & Venues Refurbishment Project	T/C	100,000.00
1125	Garden of Remembrance	R & A	40,000.00
1130	Cemetery Records , Maps & Procedures	R & A	2,000.00
1135	Railway Arches	T & GP	34,295.00
1150	Old Bath House	T & GP	13,030.00
1155	Badbury Heights - Playarea Contibution (S106)	T/C	201,306.35
1160	Land North of Bypass (Sports Pitches)	T/C	100,000.00
1165	Venues Refurbishments (WHG/L'mead	T/C	10,000.00
1170	Support for Essential Services (Tough Choices) (Capital Projects Only)	T/C	23,197.00
1175	CCTV - New Equipment	T & GP	15,155.00
1500	General Reserves	T/C	83,389.00
			<u>1,306,337.40</u>



CHRISTMAS

WINDOW COMPETITION 2010

The Town Council is continuing to run its Christmas Window Competition, encouraging shops to enhance the Town's image and create a wonderful atmosphere for visitors to the Town, and its residents, during the festive period. The decorated windows will be judged over the weekend of 10 – 12 December 2010 and the Town Mayor, Cllr Esme Butler, will present the prizes to shopkeepers on their premises on Wednesday 15 December 2010. Good luck! The prizes for the most original and creative displays are as follows:



Single window display ~ £150.00

Double window display ~ £150.00



Charity/not for profit organisation ~ £50.00 (to the charity)

This year a young resident has selected a tree for the Market Place with the Town Council, which will be officially lit at 6pm on Friday 3 December 2010, and we are starting to prepare the town's decorations ready to light up the trees and buildings once more. The late night opening on Wednesday 15 December 2010 coincides with this year's first Blandford Yuletide Festival. We really hope it will be a successful season for your business. Please see overleaf



SPOT THE ODDITY CHRISTMAS COMPETITION 2010

A 'Spot the Oddity' Christmas competition will also take place during the festive season. The competition will run from Monday 13 December 2010, after the Christmas Window Competition judging has taken place, until Thursday 30 December 2010.



A Town Council representative will visit you prior to 13 December 2010 to ascertain your interest and support and to give you the relevant paperwork.

If you get the opportunity to let us know in advance if your business would like to take part please contact us using the details above.

Christmas Civic Service

The Town Mayor, Cllr Esme Butler, would like to invite you and your friends and family to attend this year's Christmas Civic Service and the official lighting of the Christmas Tree, which will take place on Friday 3 December 2010 from 6pm in the Market Place. Father Christmas and refreshments will be available!

To consider expenditure approval for Christmas lights on the Marsh & Ham tree

1.0 Introduction

- 1.1 The Committee has expressed enthusiasm for the tree in the Marsh & Ham car park to be lit up during the festive period.

2.0 Background

- 2.1 Officers had recommended that this is not pursued as staff were unable to carry out the necessary works and does not have the manpower to decorate the tree without the assistance of the fire brigade and it felt that the costs would be prohibitive. does not have the necessary manpower to decorate
- 2.2 At the Town & General Purposes committee meeting held in June 2010 members agreed unanimously that officers should:
- a. Ascertain the practicality of using semi permanent rumble strips to secure the electrical cable and establish the cost implications.
 - b. To establish the cost implications of providing a mast to secure the electrical cable.
 - c. To investigate the costs associated with providing permanent Christmas lighting in the tree to avoid the annual task of decorating the tree.
 - d. To present a report to a future meeting of the Committee detailing the above for consideration and possible implementation in 2010 or 2011.

3.0 Update on Investigations Carried Out

- 3.1 NDDC's Technical Officer was approached once again for advice on the matter and he reiterated his preference for a 5m mast on the toilet building, high enough to avoid obstructing delivery vehicles, which would run a steel-wired cable across to the tree. He also advised that the Town Council would need to seek permission from NDDC's Tree Officer as the tree is protected.
- 3.2 NDDC's Tree Officer has been approached for the relevant permissions and has authorised use of the tree for the purpose of Christmas lights subject to the Town Council using Arbor Bolts for any fixings as they have a spring mechanism, which allows the tree to continue growing.
- 3.3 Morrisons have not responded to the letter asking for their involvement in the project. Another letter has been sent asking for them to confirm the maximum vehicle height that they expect to visit the store so that we can ensure that the mast and cable are of a suitable height.
- 3.4 The Town Council's electrical contractor has provided a quotation to erect the mast, lead the cabling across the car park and create the electrical connection along with the supply of 20 x 5m LED lights for £982.64.
- 3.5 Tesco has kindly offered a £500 contribution to the project.
- 3.6 As the Town Council staff are not trained to operate equipment to enable them to decorate the tree, the Fire Brigade would need to be able to confirm to decorating the tree and this would be a one-off as we plan to leave the lights up all year round.

3.7 The mast and cabling would only be up during the festive period and would be taken down and stored the rest of the year.

4.0 Recommendation

That, subject to the Fire Brigade being able to decorate the tree, the Committee gives expenditure approval for the electrical contractor to supply and install a mast (height yet to be determined), cabling and electrical connection, and to supply 20 x 5m LED lights at a total cost of £982.64 using funds from the Christmas Lights Earmarked Reserves budget (Expenditure Authority: Local Government Act 1972 s111) in time for this year's Christmas lights display.

Linda Scott-Giles
Acting Town Clerk
9 September 2010

To consider a request from the Blandford Railway Arches & Heritage Trail Group to finance the clearance of vegetation on the redundant railway arches

Introduction

The Blandford Railway Arches & Heritage Trail Group wrote to the T&GP committee prior to its last meeting to ask whether the committee might consider allowing the Group to commission works to be carried out on the railway arches in order to protect them from further deterioration as a result of vegetation incursion. The minute from the meeting was recorded as follows:

Giles Nicholson of the Countryside Rangers Service has been in contact with the (Blandford Railway Arches & Heritage Trail) Group and he has suggested that some weed prevention is required to help to prevent further weed encroachment and deterioration of the structure of the arches. He says it should be done with professional assistance, which would be at a cost of no more than £750. Members requested that a proposal is brought to a future meeting of the Committee.

Background

Mr Nicholson is of the opinion that it is important to clear this vegetation as the rate of damage is increasing as the trees and bushes get larger. The works would therefore prevent further damage to the structure and provide an opportunity to establish what repair and maintenance works may be needed to the structure. He therefore proposes the following works, which are along the lines of the preservation work recently carried out at Gold Hill in Shaftesbury:

- Cut and remove the vegetation/bushes/trees from around the base of the arches, treat stumps with herbicide and ivy band at the base, leaving the ivy in situ to avoid damaging the brick work.
- Cut and remove vegetation, trees and bushes from the top of the bridge, treat stumps with herbicide and spray off grass.
- Cut and spot spray vegetation on the parapets and growing out of the brick work.

Mr Nicholson has taken photos of the current condition of the arches, which will be distributed to Members at the meeting.

General Update

The Group is close to registering as a company limited by guarantee having dispatched the application to their legal representative. They have chosen to have it done professionally to avoid any errors, but the cost will just about exhaust their limited amount of fundraising to date. They currently have 40 paid up members and another 60 nominal supporters, not including those who casually in the street say that they are in full support of retaining the Arches. However there is a limited number of active participants, and the group is therefore hoping that more people will come forward once they see that something is happening.

Recommendation

That the Town & General Purposes Committee makes a Recommendation to Full Council that the Town Council gives permission to the Blandford Railway Arches & Heritage Trail have the work carried out and authorises expenditure of £224 from the Railway Arches budget under Capital Reserves, which currently has £34,295 set aside for the project.

Linda Scott-Giles
Acting Town Clerk
9 September 2010

**To consider suitable days for flying the Blandford Forum flag
on the Corn Exchange**

1.0 Introduction

When the German visitors from Preetz were over in May members of staff noticed the poor condition of the Blandford Forum flag. It has lasted for many years but it is now tatty, dirty and has ripped in places. An order has therefore been placed to replace the existing Blandford Forum flag.

2.0 Background

Members were asked for their views on when it should be flown once the windows in the Town Hall are replaced (for example, every market day and/or for special events such as carnival day, Georgian Fayre, etc.) and this agenda item is an opportunity for the Committee to discuss the matter and reach a decision, which can always be reviewed at a later date.

3.0 Recommendation

That the Committee Members discuss their preferences and reach a decision on when the flag should be flown.

- 6 AUG 2010



BLANDFORD FORUM TOWN COUNCIL

Blandford & District

COPIED TO	ACTION	INFO
Town Clerk	9/8	

2 Lower Blandford St Mary
 Blandford Forum
 Dorset
 DT11 9ND

4th August 2010

The Town Mayor, Cllr. Esme Butler,
 Blandford Forum Town Council,
 The Town Clerk's Office,
 Church Lane,
 Blandford Forum,
 DT11 7AD.

Madam Town Mayor,

Esme, first of all, thank you so much for your kind note following our recent Summer Party – I am delighted to have welcomed you and so glad you and David enjoyed your afternoon with us. Thank you for your help with the raffle.

At the same time, on behalf of the Blandford & District U3A committee, I am writing to ask whether it would be at all possible for the Council to consider the placing of a community notice board outside the Corn Exchange. We envisage this notice board being primarily for the use of community groups within the town to publicise their activities and forthcoming events.

Whilst appreciating that the Council may not have the necessary funds available to fully cover the cost of such a notice board, we wonder whether community groups/organisations within the town would be prepared to make a small donation towards costs? We would certainly be prepared to contribute.

Trusting that the above is an idea the Council may deem worthy of future consideration and with kindest regards, I remain,

Yours sincerely,

Christine Iredale
 Chairman & Hon. Treasurer

RECEIVED
BLANDFORD & PREETZ FRIENDSHIP SOCIETY

Chairman P. Warrington

Treasurer P. Sabine JUN 2010

Secretary J. Barnes
St. Helier
163A, Salisbury Road
Blandford Forum
Dorset DT11 7SW

BLANDFORD FORUM TOWN COUNCIL

22nd June 2010

Town Clerk
Blandford Town Council
Council Office
Church Lane
Blandford Forum
Dorset.

Dear Town Clerk

Our Society has just heard from our Twin Town Preetz, asking if the Blandford Town Council could possibly discuss and give them a date as soon as possible, if they can visit Preetz next year. As the Preetz Council would like to arrange for a Blandford Council visit and to send an official invitation.

Our Society usually visits in May but maybe we will be able to join together for next years Visit. If you could possibly give us some dates at your earliest convenience that we can put to our counter-parts in Preetz. This would be much appreciated.

Yours sincerely

J Barnes
Joan Barnes
Secretary