

BLANDFORD FORUM TOWN COUNCIL

Minutes of the Town & General Purposes Committee
Held on Monday 21 June 2010

DRAFT
Subject to confirmation

PRESENT

Cllr J Stayt – Chairman
Cllr E Butler (Chairman of Council)
Cllr S Hitchings
Cllr F West

Cllr I Rose – Vice Chairman
Cllr B Brannigan
Cllr A Pemberton

IN ATTENDANCE

Town Clerk

YOUTH ADVISORS

Ryan Brown

Felix Morris-Duffin

1. PUBLIC SESSION

There were no members of the public in attendance.

2. APOLOGIES

Cllr R Holmes
PC Simon Evans

Cllr P Randall

3. DECLARATIONS OF INTEREST

Councillors were reminded of their obligations to declare orally their interests as per the Parish Councils Model Code of Conduct Order 2007 Number 1159.

4. ELECTION OF VICE CHAIRMAN

Cllr Hitchings PROPOSED and Cllr Butler SECONDED Cllr Brannigan as Vice Chairman.

Cllr Stayt PROPOSED and Cllr West SECONDED Cllr Rose.

Following a secret ballot it was AGREED (4 in favour, 3 against) that

Cllr Rose is Vice-Chairman of the Town & General Purposes Committee for 2010/11.

ACTION: TOWN CLERK

5. MINUTES OF THE MEETING held on 26 April 2010

Cllr Butler identified that page 3 minute no 6.8 should read 67.6.

Subject to the above amendment, it was PROPOSED by Cllr Butler, SECONDED by Cllr Brannigan and AGREED (5 in favour, 2 non-votes) that the Minutes be APPROVED and SIGNED.

6. TOWN CLERK'S REPORT & CORRESPONDENCE

- 6.1 Grit Bins – Ten grit bins have now been ordered using £1,030 of the £2,000 budget agreed. Staff have identified the residential areas that would use each grit bin and letters have been prepared for councillors to hand deliver informing residents of the grit bin and how to contact DCC for top ups. Letters will be delivered as soon as the bins are installed in October 2010. We await a date for a site meeting with DCC to confirm the requested area on Kings Road/St Leonards Avenue agreed by the Committee at the last meeting making a total of eight locations with two grit bins in storage.
- 6.2 CCTV – Letters have been sent to Johnson, Treads and Oxfam in May re siting the CCTV equipment on those buildings and responses are still awaited. Contact has also been made with Don Mumford regarding the request to attach a CCTV camera to the lighting column on East Street.
- 6.3 Town Maps – The three new notice boards for the Town Maps were delivered on 7 June 2010 and the one at Tesco has already been put up, but the information surrounding the map needs updating and this will be done over the next couple of weeks. The Marsh & Ham car park board has been relocated from the ticket machine to the toilet block and has been updated with new information. The Langton car park board has to be relocated to the footpath adjacent to Wessex Water and the footpath leading into Nightingale Court. The Shambles wooden board will also be updated with new information.
- 6.4 Town Leaflet – The office has received many positive comments, although Café Sixty-Five and Ottomans expressed disappointment at not being included, and they have been advised that they will be included in the next re-print.
- 6.5 Town Guide – The ATC had sent out 78 letters to local groups asking for their information for the Town Guide, which was then compiled and sent to Pat Baker w/c 3 May 2010 so hopefully this will be published and distributed very soon.
- 6.6 Planters – The new planters have been removed from the TIC/toilets on 1 June 2010 and relocated to the Town Clerk's Office after repeated vandalism and theft.
- 6.7 Vandalism to the Marsh & Ham toilets – The Town Clerk showed Members photographs of the damage done to the lock on the toilet door in May.
- 6.8 Disabled Parking Bay – DCC has written to advise of an Order that came into operation on 28 May 2010 with the effect being to introduce two disabled parking bays in Elizabeth Road, south-west of its junction with Barnes Close. An email has been sent to advise DCC that the people who requested the bays have moved out (no response received).
- 6.9 Letter in The Bournemouth Echo – Bournemouth resident Mr Cann telephoned the office to advise that a letter he had written about Blandford Forum's floral displays had been printed in The Bournemouth Echo. Mr Cann was born, bred and schooled in Blandford Forum and felt that there were wonderful planters throughout instead of just in the centre of the town.
- 6.10 CDC 2011 – The Town's free entry into the Coach Driver's Yearbook has been submitted for 2011/2012.
- 6.11 Bench at the bottom of Sheep Market Hill – The bench donated by the Steam Fair is being replaced as it has reached the end of its life. It has been very well used and will be replaced by a black steel bench in the hope that it will last even longer.

7. **GENERAL UPDATE BY PC S EVANS**

PC Evans sent his apologies but provided the Crime Statistics covering Jan 2010 to mid June 2010 (see appendix A) which demonstrated an improvement over the same period for the previous year.

Councillors expressed their disappointment that PC Evans was not able to attend the meeting and requested that the Town Clerk contacts PC Evans to enquire if an email report of general events or issues in the Town could be provided if PC Evans could not attend meetings.

ACTION: TOWN CLERK

8. **REVIEW OF TOWN & GENERAL PURPOSES BUDGETS TO 14 JUNE 2010**

8.1 Analytical Review of Revenue Budget

The paper was noted (see Appendix B).

8.2 Review of Earmarked Reserves

The paper was noted (see Appendix C).

8.3 Reserve Accounts

The paper was noted (see Appendix D).

9. **REPORT ON CHAMBER OF TRADE MEETING**

The Town Clerk reported that contact with the Chamber of Trade has been minimal over the last 6 – 12 months due to the lack of meetings hence he had recently met with the President and expressed concern that the Chamber appeared to be inactive. The President acknowledged the position and explained that Traders' attention was on business survival due to the present financial climate.

At that meeting the Town Clerk had made some suggestions as to how the Town Council and Chamber of Trade might work together and a response is awaited. The President last week asked if the Town Council could attend a Chamber meeting that is being arranged with Tesco regarding the expansion of the store and presently pencilled in for 15 July.

The Town Clerk also reported that contact had been made with Dorset Business, The Chamber of Commerce & Industry for Dorset asking if they could help to rejuvenate The Blandford Chamber and it is understood that contact has been made.

ACTION: TOWN CLERK

10. **RAILWAY ARCHES UPDATE**

The Town Clerk reported that Blandford Railway Arches and Heritage Trail Group are working hard to progress this project. At the groups last meeting they agreed to progress an application, through a local solicitor, to become a company limited by guarantee, as a preliminary to registration as a charity. They decided to use legal assistance to ensure that everything is in order, and they could afford the fee from fundraising carried out so far. Assuming the Group becomes legally established as a company limited by guarantee, they would like to know if at that point the Council would be prepared to act as surety (via the money set aside for the Arches) for the £5,000 they need to register as a charity. Members requested that a proposal is brought to a future meeting of the Committee.

10. **RAILWAY ARCHES UPDATE (cont)**

Giles Nicholson of the Countryside Rangers Service has been in contact with the 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.

ACTION: TOWN CLERK

11. **CHRISTMAS LIGHTS**

Cllr Hitchings declared a Personal Interest and stayed in the meeting.

The report was noted (see Appendix E) and after consideration of each aspect of the report the following decisions were reached.

11.1 **To consider expenditure approval to install a new electricity supply for the Christmas tree**

It was PROPOSED by Cllr Hitchings, SECONDED by Cllr West and AGREED unanimously that

The Committee gives expenditure approval of £2,951.63 for the works to be carried out to create an underground electrical connection from the Shambles to the bollarded area in the Market Place using funds from the Town Improvements Budget (Expenditure Authority: Local Government Act 1972 s111) and should additional funds be required during the works the Town Clerk will use his expenditure authority and will report back to the Committee at a future meeting.

ACTION: TOWN CLERK

11.2 **To receive an update on the barriers around the Christmas tree, the Christmas Card competition and the inclusion of the schools**

It was PROPOSED by Cllr Butler, SECONDED by Cllr Brannigan and AGREED unanimously that

The Committee gives expenditure approval of up to £250 for the printing and delivery of the banners using funds from either the Tourism or Christmas Lights budget (Expenditure Authority: Local Government Act 1972 s111).

ACTION: TOWN CLERK

11.3 **To receive an update on lighting up the tree in the Marsh & Ham car park**

The Committee and Youth Advisors were very much in favour of establishing a solution that would enable the tree in the Marsh & Ham car park to be incorporated in the Town Council's Christmas decorations and following discussion it was PROPOSED by Cllr Butler, SECONDED by Cllr Pemberton and AGREED unanimously that the Officers

- 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.

ACTION: TOWN CLERK

12. TO CONSIDER A REQUEST FROM THE BLANDFORD YULETIDE FESTIVAL GROUP TO DONATE £500 TOWARDS THE COST OF THE EVENT

Cllr Brannigan declared a Personal Interest and stayed in the meeting and Cllr Butler declared a Personal & Prejudicial Interest and left the meeting prior to a vote taking place.

The report was noted (see Appendix F).

It was PROPOSED by Cllr Hitchings, SECONDED by Cllr Rose and AGREED (6 in favour, 1 non-vote) that

The Committee makes a one-off contribution of £500 towards the costs of staging the Blandford Yule Tide Festival using funds from the Christmas lights budget (Expenditure Authority: Local Government Act 1972 s111).

ACTION: TOWN CLERK

The meeting closed at 8.00 pm.

SIGNED: **DATED:**