

BLANDFORD FORUM TOWN COUNCIL

Minutes of the Town Council Meeting
Held on Monday 19 September 2011

DRAFT
Subject to confirmation

PRESENT

Cllr E Butler - Chairman
Cllr S Hitchings
Cllr RVJ Brannigan
Cllr M Owen
Cllr H White
Cllr J Stayt

Cllr S Loch – Vice Chairman
Cllr H Galpin
Cllr H Mieville
Cllr R Holmes
Cllr S Hixson Andrews
Cllr T Harrocks

IN ATTENDANCE

District & County Cllr B Cooper
District Cllr J Hickish
District Cllr J E T Tanner

Project Manager
Committee Clerk

YOUTH ADVISORS

Felix Morris-Duffin

A minutes silence was held in remembrance of former councillor and mayor, John Barnes.

Cllr Loch reported on the visit to Preetz made by the town's Twinning Association. Cllrs Loch, Brannigan and Hitchings attended as Town Council representatives. Preetz generously gifted an engraved brass plaque to the people of Blandford Forum which was viewed by councillors.

66. PUBLIC SESSION

- 66.1 Cllr Hixson Andrews reported to council her concerns that there were inadequate local services to deal with children sleeping rough after police had requested that a minor be temporarily housed in her property for one night due to accommodation problems. However, the child's stay extended to 4 nights due to lack of action by the relevant authorities. Cllr Hixson Andrews received an unsatisfactory explanation from the officer involved with regards to the delay in sorting out an appropriate solution, but has received an apology that it took so long to resolve. Cllr Owen highlighted that Treads has for many years assisted with the housing needs of children. Cllr Hitchings reported that a system called 'Night Stop' was in operation in the county that provided temporary accommodation for children in approved lodgings with CRB checked adults, and that there was at least one local family that took part in the system. Cllr White reminded the meeting that Dorset County Council (DCC) has a statutory obligation to look after juveniles. District Cllr Tanner also commented on the work of 'Night Stop' and suggested that Cllr Hixson Andrews complain to social services that the proper procedures were not followed in this instance. District and County Cllr Cooper asked Cllr Hixson Andrews if she could provide him with specific details so that he could look into the matter to see what had gone wrong with the systems that were in place.
- 66.2 Cllr Galpin asked that the Town Council clarify its position with regard to the Fording Point group. Cllr Butler pointed out that this would be dealt with under agenda item no.16.

67. REPORT FROM COUNTY COUNCILLOR

- 67.1 Market Place – The kerbstones in front of the ½ Crown Café have still not been replaced due to the delay waiting for the correct stones to be delivered.
- 67.2 Street Lighting – Pre-PFI the cost to DCC was £1.150m, which included £300k for column replacement. The new PFI scheme costs £1.78m per year but this includes all column replacements, maintenance and operation costs.
- Cllr Owen requested that Cllr Cooper find out how much saving in annual running costs is likely to be achieved following the installation of the new lights.
- 67.3 Whitecliff Mill Street – Council had previously expressed concerns regarding the positioning of lighting columns in this area. Three have now been repositioned and there may be another one that needs re-siting. DCC will not sign the work off until they are satisfied that the positions are suitable.
- 67.4 School Transport – Cllr Cooper reported that there had been disruption to school transport services in the county, resulting in many families not receiving the service that they had paid for. He confirmed that where this had occurred parents would be recompensed.

68. REPORTS FROM DISTRICT COUNCILLORS

- 68.1 District Cllr J Hickish
- 68.1.1 Nelson's – The stage is still in place. NDDC is building a case for prosecution. It is hoped the process will be complete by the beginning of October at which point it will be passed over to the Legal Department.
- 68.1.2 Dorset Waste Partnership – Work continues amongst the waste authorities with the aim of making the waste collection uniform across the county. It is proposed that there will be a weekly food waste, fortnightly charged garden waste, weekly kerbside recycling and fortnightly residual waste collection. If consensus is reached the programme could be rolled out in Spring 2012.
- 68.1.3 Planning Policy framework – Cllr Hickish reported that those bodies that have had the opportunity to review the proposals so far have expressed considerable concern over the implications of this policy.
- 68.2 District Cllr T Harrocks
- 68.2.1 Travellers – Cllr Harrocks reported that he had been approached by two residents expressing concern over the travellers at the Hospital Metalcraft site. On visiting the site, he found there were 7 caravans and they stayed on the site for a week. After their departure, there was a considerable amount of rubbish and human waste left behind which NDDC cleared.
- 68.2.2 Dorset Archaeological Society - Cllr Harrocks reported that he had attended a meeting as the District Council representative.
- 68.2.3 Salisbury Road – The speed of traffic continues to be an issue and he has sent another letter to the Police.
- 68.3 District Cllr J Tanner
- 68.3.1 Lights at Trailway Court – The offending lights have now been removed and replaced with bollard lighting.

68. **REPORTS FROM DISTRICT COUNCILLORS....(CONT)**

- 68.3.2 Victoria Road – The street name sign has now been put in place although now not visible to motorists coming down the hill.
- 68.3.3 Surgery Waiting Times – A meeting was held with both Practice Managers, who are now fully aware of the strength of feeling regarding excessive waiting times. Cllr Stayt also attended the meeting and has prepared a report to brief councillors.
- 68.3.4 Parking Charges – There is to be no overnight and Sunday charges in NDDC car parks in the town. The provision of resident permits to Signpost tenants is still being discussed.

Parking charges / increases will be an agenda item at the next Town Council meeting on the 3rd October.

68.4 **District Cllr B Cooper**

- 68.4.1 Speeding in Salisbury Road – Cllr Cooper has spoken to a concerned resident and asked them to raise this issue at the next PACT meeting.
- 68.4.2 Dog Waste Bins – Cllr Cooper has raised concerns over the fact that these were not being emptied frequently enough.
- 68.4.3 Car Parking Charges – Cllr Cooper felt he could not support any further increases in charges as they had risen substantially in recent years. If NDDC was considering offering to hand over the operation of any of the car parks to the Town Council, they should offer them all as one package. Cllr White asked if it would be possible to find out how much is taken in a year in all the car parks in Blandford.
- 68.5 District Cllr E Butler – Nothing further to report

69. **APOLOGIES**

Cllr Carter Cllr Lindsay Cllr Pemberton

70. **DECLARATION OF INTERESTS**

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

71. **MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11 JULY 2011**

It was PROPOSED by Cllr Stayt, SECONDED by Cllr Hixson Andrews and AGREED (10 in favour, 2 abstentions) that

The minutes are APPROVED and SIGNED

ACTION: CHAIRMAN OF COUNCIL

72. **TOWN CLERK'S AND CHAIRMAN'S REPORT & CORRESPONDENCE**

- 72.1 DAPTC - A letter of thanks has been received in relation to the use of Town Council facilities for their meeting in July.

72. **TOWN CLERK'S AND CHAIRMAN'S REPORT & CORRESPONDENCE....(CONT)**

72.2 A Thank You Card - Mr & Mrs Guest have thanked the Town Council for the anniversary flowers.

72.3 Blandford Forum Children's Fund - Cllr Butler reported awards have been given to Kids Zone of £250, Panda Pre-School £250 and TREADS £250. This fund is held by Nat West Bank but administration has now passed to a funding body based in Bournemouth. Cllr White requested that the administration of the fund be discussed at the next Town Council meeting.

ACTION: CHAIRMAN OF COUNCIL

72.4 Old Town Ward Town Councillor Vacancy – There are 3 candidates contesting the Ward and the election will be on 13th October 2011.

72.5 BFTC 'friendship' arrangement with Torrowo - Information has been sent to the town of Torrowo and the Town Council has been thanked

72.6 DT11 Forum – The next meeting will be on the 4th October at 7.00pm at Durweston Village Hall there will be a presentation from the Dorset Waste Partnership, all welcome to attend.

73. **CIVIC REPORT**

The paper was tabled (see Appendix A)

74. **RECOMMENDATIONS AND RECEIPT OF MINUTES**

74.1 Recreation & Amenities Committee Meeting held on 18 July 2011

The minutes were received.

75. **TO CONSIDER RESOLUTIONS FOR THE DAPTC AGM**

7 resolutions had been tabled:

75.1 AGM 2011 Resolution – Beaminster Town Council

That the DAPTC urge all district, borough and county planning authorities to negotiate with utility providers with a view to the implementation, as a matter of policy, that all planning approvals impose a condition that require that all utility service pipes, cables, etc include a “tracer” and their position mapped at the point of installation and lodged with the relevant planning authority for future reference.

It was PROPOSED by Cllr Loch, SECONDED by Cllr Hixson Andrews and AGREED unanimously that

The Town Council supports this resolution

ACTION: CHAIRMAN OF COUNCIL

75.2 AGM 2011 Resolution – Arne Parish Council

Cllr White reported as a member of the DAPTC Executive Committee that some of the proposed resolutions for the national conference would not be put forward as they were either already NALC policies or national law. This resolution was an example of this and would not be going through from the county organisation. There was therefore no need for council to vote on this resolution as it had been withdrawn.

TO CONSIDER RESOLUTIONS FOR THE DAPTC AGM.....(CONT)

75.3 AGM 2011 Resolution – Iwerne Minster Parish Council

This council urges NALC to seek to have the law in respect of Planning Appeals changed, so that when there is a conflict of opinion between a planning inspector and a planning authority, who are of a like mind with the local parish council, the local opinion shall be binding.

It was PROPOSED by Cllr White, SECONDED by Cllr Holmes and AGREED (10 in favour, 1 against and 1 abstention) that

The Town Council supports this resolution

ACTION: CHAIRMAN OF COUNCIL

75.4 AGM 2011 Resolution – Chideock Parish Council

This conference requests that the Department for Communities and Local Government urgently closes the loophole whereby long delays by Local Planning Authorities in taking Enforcement action on a planning violation can result in the evidence of the violation, as provided by the LOA by Parish Councils and private individuals, being used by the violator to support an application for a Certificate of Lawful Use.

It was PROPOSED by Cllr Owen, SECONDED by Cllr Hixson Andrews and AGREED (11 in favour, 1 abstention) that

The Town Council supports this resolution

ACTION: CHAIRMAN OF COUNCIL

75.5 AGM 2011 Resolution – Chideock Parish Council

Resolution withdrawn - see note at point 75.2 above.

75.6 AGM 2011 Resolution – St Leonards & St Ives Parish Council

NALC urges the DAPTC to seek government funding support for smaller councils who are faced with unbudgeted legal and clean-up costs incurred in the removal of illegal encampments of gypsies and travellers.

Cllr White reported that this referred to land owned by Parish and Town Councils only, not privately owned land.

It was PROPOSED by Cllr Hixson Andrews, SECONDED by Cllr Holmes and AGREED (10 in favour, 1 against, 1 abstention) that

The Town Council supports this resolution

ACTION: CHAIRMAN OF COUNCIL

75.7 AGM 2011 Resolution – Child Okeford Parish Council

Resolution withdrawn - see note at point 75.2 above.

76. TO CONSIDER SUPPORTING SUPERFAST BROADBAND IN DORSET

It was PROPOSED by Cllr Loch, SECONDED by Cllr Hixson Andrews and AGREED (11 in favour, 1 against) that

The Town Council formally informs Dorset County Council that it supports the development of superfast broadband for Dorset

ACTION: CHAIRMAN OF COUNCIL

It was PROPOSED by Cllr Hitchings, SECONDED by Cllr Stayt and AGREED (10 in favour, 2 against) that

The Town Council considers making a financial contribution towards the project from the 2012/13 budget during the budget and precept setting process which will be resolved prior to the end of December 2011

ACTION: CHAIRMAN OF COUNCIL

77. TO NOMINATE A REPRESENTATIVE TO ATTEND THE OPEN MEETING IN RESPECT OF DORSET COUNTY COUNCIL'S DAY CARE CENTRES.

Cllr Galpin offered to attend the consultation event on 26th September 2011 7.00pm in the Corn Exchange as the Town Council's representative and to report back to Council so that a response could be agreed at the next Town Council meeting.

ACTION: CHAIRMAN OF COUNCIL

78. NOTIFICATION OF INTENT TO CARRY OUT WORKS TO TREES

78.1 6B East Street – 1817/CA/SLW/11
Eucalyptus – Fell

The Tree Officer had no objections to the application.

78.2 Keepers Cottage, 15 Damory Court Street
Tulip – Crown reduce by 25% and crown raise to 10ft from ground level
Portuguese Laurel – Fell
This had already decided by NDDC tree officer.

The Tree Officer had no objections to the application.

78.3 9 Damory Street – 1823/CA/SLW/11
Walnut Tree – Fell

The Tree Officer had no objections to the application.

78.4 5 Alfred Street – 1826/CA/SLW/11
Hawthorn x 2 – Reduce branches accordingly to maintain a clearance of approx 2m to the house.
Birch – Decay at Approx 2m high. Fell

NOTIFICATION OF INTENT TO CARRY OUT WORKS TO TREES....(CONT)

Birch – Crown thin by approx 20% removing longer leader to reduce leverage at previous topping points and reduce sail affect.

Goat Willow and shrub – Fell

The Tree Officer had no objections to the application.

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

The Town Council supports the Tree Officer’s recommendations.

ACTION: CHAIRMAN OF COUNCIL

79. TO CONSIDER THE PURCHASE OF REPLACEMENT FLAG POLES AND BRACKETS FOR THE CORN EXCHANGE

It was PROPOSED by Cllr Hitchings, SECONDED by Cllr Stayt and AGREED (11 in favour 1 against) that

The Town Council purchase the replacement flag poles and brackets for the Corn Exchange at a cost of £1,375.00. Funds to be taken from account 1060 R & A Reserves for Planned Preventative Maintenance.

ACTION: G & P MANAGER

80. TO CONSIDER PURCHASING A SCAFFOLDING TOWER TO ACCESS TOWN HALL ROOF

Cllr Loch suggested speaking to the church to borrow their tower and proposed this is deferred until the church has been contacted.

It was PROPOSED by Cllr Hitchings, SECONDED by Cllr Hixson Andrews and AGREED (11 in favour, 1 against) that

The Town Council delegate expenditure authority to the Chairman of Council and the Project Manager to purchase the scaffolding at a cost of £1,450.00 subject to speaking to the church to see if their scaffold tower was of use. Funds to be taken from account no. 1060 R & A Reserves for Planned Preventative Maintenance.

ACTION: CHAIRMAN OF COUNCIL/PROJECT MANAGER

81. CEPB REPORT ON COMPLETION OF PROJECT STAGE 1

81.1 To authorise the CEPB to complete Stage 1 - The Design Phase by submitting planning application and listed building consent as soon as possible

It was PROPOSED by Cllr Hixson Andrews, SECONDED by Cllr White and AGREED (11 in favour, 1 against) that

CEPB REPORT ON COMPLETION OF PROJECT STAGE 1....(CONT)

The Town Council supports this resolution

ACTION: PROJECT MANAGER

- 81.2 To treat the buildings holistically and will ensure that the project to regenerate the buildings is done as a whole

It was PROPOSED by Cllr Loch, SECONDED by Cllr Holmes and AGREED (11 in favour, 1 against) that

The Town Council supports this resolution

- 81.3 To review the financial package it has set aside for the project as part of the 2012/2013 budgetary process to see if it can allocate any other resources to the scheme

It was PROPOSED by Cllr Butler, SECONDED by Cllr Hixson Andrews and AGREED (10 in favour, 1 against and 1 abstention) that

The Town Council supports this resolution

ACTION: CHAIRMAN OF COUNCIL

- 81.4 To acknowledge the presentation given to Council at its last meeting by Fording Point (FP) and to formally confirm its support for their proposals.

It was PROPOSED by Cllr Hixson Andrews, SECONDED by Cllr Stayt and AGREED (11 in favour, 1 against) that

The Town Council supports this resolution

ACTION: PROJECT MANAGER

- 81.5 To advise FP that BFTC are unable to support them financially but that it will offer in-kind support. To that end, BFTC resolves to authorise the Project Manager to offer FP the appropriate research material that it has used in the development of the CE Regeneration proposals.

It was PROPOSED by Cllr Holmes, SECONDED by Cllr Hixson Andrews and AGREED (11 in favour, 1 abstention) that

The Town Council supports this resolution

ACTION: PROJECT MANAGER

- 81.6 To authorise the CEPB to continue to Stage 2 Pre-Project phase of the Regeneration Proposals. The Board's remit for this stage will include all pre-construction project development work and will include but will not be limited to the following type of item -

- 81.6.1 public exhibition/consultation/explanation of the proposals
- 81.6.2 investigation and preparation of total project costs
- 81.6.3 preparation of the business plan to accompany the planning application and funding bids
- 81.6.4 preparation and submission of external funding applications
- 81.6.5 development of partnerships with external organisations that may be beneficial to the success of the CE Regeneration

It was PROPOSED by Cllr White, SECONDED by Cllr Owen and AGREED (3 in favour, 8 against and 1 abstention) that

CEPB REPORT ON COMPLETION OF PROJECT STAGE 1....(CONT)

The Town Council holds these points in abeyance until planning is achieved,

As this was rejected, It was PROPOSED by Cllr Loch, SECONDED by Cllr Hixson Andrews and AGREED (8 in favour, 3 against and 1 abstention) that

The Town Council authorise the Board to move ahead to Stage 2 of the Pre-Project phase and progress with points 81.6.1 to 81.6.5

- 81.7 The cost of items such as the public exhibition and the development of the business plan are not fully budgeted at the time of writing this report. The Board will need to investigate the costs of progressing Stage 2 and any potential funding implications to BFTC. These will be brought to Council for authorisation once established

It was PROPOSED by Cllr Hixson Andrews, SECONDED by Cllr Mieville and AGREED (11 in favour, 1 abstention) that

The Town Council supports this resolution

ACTION: PROJECT MANAGER

82. REPORTS FROM COMMUNITY AND LOCAL ORGANISATIONS

82.1 Clean Up Blandford Campaign verbal report

Cllr Mieville – reported on the anti-cigarette butt campaign - schools will be approached to produce an anti-butt poster to complement existing litter posters. He also advised that there will be another town clean up day on the 24th September and another one next May.

83. CONFIDENTIAL

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

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 Meeting) Act 1960.

83.1 Chairman's report and update

Cllr Butler reported that she had been advised by a land agent that a planning application may be submitted on un-used land within the town.

83.2 Civic items

Cllr Butler reported that the civic items and emergency box have been relocated to secure holding areas.

83.3 Staffing Update

Cllr Butler reported that employee no. 35 has accepted the position of Town Clerk effective from 1st November 2011. The hours of work from Nov to 31st December will be 20 per week, from January to April will total 25 per week and from April 2012 will be full-time. This working pattern will include attendance at all Town Council, Finance & Staffing meetings and any civic events.

CONFIDENTIAL....(CONT)

A resignation has been received from one of the groundstaff. The recruitment process to find a replacement staff member has begun.

83.4 To consider and vote on a nomination for the Freedom of the Town of Blandford Forum

Following a secret ballot on the nomination (9 in favour, 3 against,)

The nomination request for the Freedom of the town of Blandford Forum was not successful.

Standing Orders – Freeman policy states that at least 12 members of the council need to be present to vote on a nomination and 12 must vote in favour of that nomination

ACTION: CHAIRMAN OF COUNCIL

The meeting closed at 8.55pm.

SIGNED DATED