



Memorandum of Understanding between Blandford Forum Town Council, Blandford St Mary Parish Council and Bryanston Parish Council (hereafter referred to as “The Parishes”) which has been put in place to cover how Blandford + should act in the preparation of their joint Neighbourhood Plan for the approved Neighbourhood Plan Area (hereafter referred to as the “Blandford + area”).

1. The Aims

The aims of this memorandum are:

- a. To help The Parishes to work together on issues, projects of interest and concern to those living or working in the Blandford + area to ensure a coherent and consistent approach to the three communities within the Neighbourhood Plan.
- b. To put in place a process to facilitate this joint working approach.
- c. To ensure that equal weight is given to the wishes of each of the parishes in determining the final policies for inclusion with the Neighbourhood Plan.
- d. To identify a process for conflict resolution should it occur.

2. The Agreement

- a. The Parishes agree the need for all three parishes to work together to provide this coherent and consistent approach to the Blandford + area in their Neighbourhood Plan.
- b. To aid this process, a Steering Group has been formed, called Blandford +, to consider all issues relating to the Blandford + area which are relevant to the development of the Neighbourhood Plan.
- c. Membership of the Blandford + shall consist of those living or working within the Blandford + area, including representatives of each of The Parishes and the DT11 Forum Community Partnership.
- d. The representatives from The Parishes carry the right to veto any proposal in their respective parish and carry a right to vote for any proposals to be placed in front of The Parishes who will make the final decision.
- e. The representatives from The Parishes will report back to their relevant Councils and approval will be sought from the same to carry out the proposed actions agreed at the meeting, should it not be within the remit of Blandford + to make such decisions.
- f. Any matters of dispute, regarding the Neighbourhood Plan, between the members of Blandford + shall be referred to The Parishes for resolution.
- g. No expenditure shall be incurred by Blandford + without the prior agreement of all The Parishes, unless the Chairmen of The Parishes approve expenditure within their remit.
- h. The total amount of expenditure approved for any expenditure incurred will be paid as follows:



Blandford Forum Town Council	84% of the total cost
Blandford St Mary Parish Council	12% of the total cost
Bryanston Parish Council	4% of the total cost

- i. The total amount of Community Infrastructure Levy (CIL) accrued from any type of development (total amount meaning the 25% of the total CIL money collected by the Local Planning Authority, being passed on to Town and Parish Council who hold an approved Neighbourhood Plan) in the Blandford + area will be distributed as follows:

Blandford Forum Town Council	84% of the total amount
Blandford St Mary Parish Council	12% of the total amount
Bryanston Parish Council	4% of the total amount

with an understanding that the money will be spent on projects to support development in the whole Blandford + area.

- j. No amendment to this Memorandum of Understanding shall be made without prior consultation and agreement with The Parishes.

3. Working Relationships

The parties to this agreement seek:

- a. an open and constructive working relationship;
- b. to work closely together at all levels, both in policy, and in strategic issues of importance;
- c. to respect each other's views, and where different, after discussion to ensure proper understanding of the reasons for such differences;
- d. to have a 'no surprises' policy, based on notifying each other well in advance, where possible, of significant announcements and developments within the Blandford + area;
- e. to minimise duplication of activity wherever possible; and
- f. to inform other stakeholders about the joint relationship so as to reduce uncertainty.

4. Responsibilities of The Parishes

- a. To ensure representation, commitment and adequate resources from each of The Parishes, whether through its representatives or through expenditure approval to ensure any lack of resource for Blandford + can be met.
- b. To agree to uphold the terms of this document.
- c. To undertake to work towards the preparation of a Neighbourhood Plan with a defined project management approach, work programme and timetable to delivery, and to invite other organisations or professionals to offer these and other expertise as per the expenditure protocol set out above (see No. 2.g & h).

- d. To ensure reports back from the representatives of The Parishes are received by The Parishes; that communicating Blandford + messages and information are communicated to their constituents, community and organisations and promoting interest in Blandford + work throughout the period of preparation of the Neighbourhood Plan, its examination and any amendments to the Neighbourhood Plan throughout the plan period.
- e. Blandford Forum Town Council will be in charge of carrying out administration for Blandford +. Any expenditure incurred must follow the expenditure protocol set out above (see No. 2.g & h).
- f. A copy of the minutes of The Parishes agreeing to this document and any other approval sought from Blandford + will be provided to Blandford Forum Town Council as the lead organisation for the administration of Blandford + to distribute to members of Blandford +.

5. Meetings

- a. Agendas for Blandford + meetings will be circulated to members of Blandford + 7 calendar days before the date of the next meeting, who will be expected to pass this information on to their respective councils.
- b. Draft minutes of Blandford + meetings will be distributed 14 calendar days after the meeting and will be received at the meeting, subject to officer availability. Representatives will be expected to pass this information on to their respective councils.
- c. Meetings will take place, dependent on availability, to ensure attendance of at least one representative from each of The Parishes.
- d. The quorum, for any proposal voted on to present to The Parishes for approval, will be 4, and must be at least one representative from Blandford St Mary Parish Council, one representative from Bryanston Parish Council, and two representatives from Blandford Forum Town Council.
- e. The Chairman of Blandford + is Sara Loch, and in her absence will nominate a Deputy to chair or attend a meeting.
- f. Meetings are public and anyone living or working in the Blandford + area can attend. Other stakeholders will be by invitation only.

6. Dispute settlement

- a. In the unlikely event of a dispute arising, it is expected that those involved will seek to resolve the issue by a process of consultation leading to the dispute being resolved at the working level at which it has arisen.
- b. If this is not possible then the relevant signatories to this agreement will discuss the matter and decide on the action to take.
- c. If any of the parties to this agreement have any issues, concerns or complaints about any matter in this agreement which cannot be resolved at a local level, they will notify the signatories to this agreement.



7. Date and duration of agreement

This agreement will commence once the document has been signed and dated by the selected representatives.

It is expected that this agreement will run for 12 months, or once the Neighbourhood Plan is adopted, whichever is sooner, at which point there will be a review by The Parishes with respect to its continuation.

Signature [Redacted]
Date [Redacted]
Print Name [Redacted]
Chairman, Blandford +

Signature [Redacted]
Date [Redacted]
Print Name [Redacted]
Chairman, Blandford Forum Town Council

Signature [Redacted]
Date [Redacted]
Print Name [Redacted]
Chairman, Blandford Forum Town Council

Signed [Redacted]
Date [Redacted]
Print Name [Redacted]
Chairman, Bryanston Parish Council