

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

8th March 2023

Dear Councillor

Local Government Act 1972

You are summoned to attend a Meeting of the Swanage Town Council to be held at **THE METHODIST CHURCH, HIGH STREET, SWANAGE** on **MONDAY, 13th MARCH 2023** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk

PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 7.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

Although legal restrictions in relation to the Covid-19 pandemic have been lifted, Swanage Town Council will, in accordance with advice issued by Public Health Dorset, continue to take appropriate precautions to limit the risk of transmitting the disease and politely asks those planning to attend this meeting to do the following:

- at the earliest opportunity notify the Council of your intention to attend by e-mail admin@swanage.gov.uk or telephone 01929 423636, because capacity will continue to be carefully managed;
- stay at home if you feel unwell and/or have Covid symptoms;
- wear warm clothing to the meeting as doors and windows will be open for ventilation purposes;
- be mindful of others and respectful of their personal space.

The latest advice from Public Health Dorset can be found here: [News and updates - Public Health Dorset - Dorset Council](#)

To all Members of the Council

A G E N D A

1. To report apologies (if any) received from Members for inability to attend the Meeting.
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct).

3. To approve as a correct record the Minutes of the following Meetings:-
 - (a) Council Meeting held on 30th January 2023. (Copy enclosed).

4. To approve as a correct record the Minutes of the following Committee Meetings, and consider the recommendations contained therein:-
 - (a) Environment Committee held on 1st February 2023. (Copy enclosed).
 - (b) Planning and Consultation Committee held on 6th February 2023. (Copy enclosed).
 - (c) Finance and Governance Committee held on 22nd February 2023. (Copy enclosed).

N.B. Minute No. 5(a) contains a recommendation to approve a virement to fund decking at Beach Gardens.
 Minute No. 11 contains a recommendation to approve an amended Corporate Risk Register.
 The five recommendations set out in Minute No's 6, 7, 8 and 9 will be considered under agenda items 9 to 12 below.

 - (d) Planning and Consultation Committee held on 6th March 2023. (Copy enclosed).

5. Budget Monitoring:-
 - (a) Statement of Cash Balance as at 31st January 2023. (Copy enclosed).
 - (b) Statement of Cash Balance as at 28th February 2023. (Copy enclosed).

6. Monitoring Payment of Accounts. (Schedules enclosed).

7. Chairman's Announcements.

8. FareShare - To consider request to site a second larder at the rear of the Town Hall on a temporary basis. (Proposal enclosed).

9. Corporate Plan, 2023-25 – To consider consultation responses and adoption of revised plan. (Briefing note and draft enclosed).

10. Scheme of Delegation and Committee Terms of Reference – To consider adoption. (Briefing note and report enclosed).

11. Revised Guide to information available under the Freedom of Information Act Model Publication Scheme – To consider adoption. (Draft enclosed).

12. Consideration of the title given to the councillor chairing meetings of the council and its committees (chair/chairman or woman/chairperson) and the style to be accorded to councillors on the mayoral board in the Council Chamber. (Briefing note enclosed).

13. Working Party Updates and Recommendations
 - (a) Property Panel, 3rd February 2023.
 - i) To consider adding Councillor Finch to the list of Members.
 - (b) Museum, 8th February 2023.
 - (c) Seafront Masterplan, 10th February 2023.
 - (d) Community Emergency Plan, 3rd March 2023.
 - i) To consider councillor representation on Community Response Team.
 - (e) Marketing Working Party – To consider re-appointment.

14. Coronation of King Charles III - To consider proposals for celebration and commemoration – Update. (Briefing note enclosed).

15. Arts Club Storage – Space at Town Hall to replace North Beach Toilet Block.
(Briefing note enclosed).
 16. Scale of Fees and Charges – To consider minor amendments to Boat Park fees.
(Briefing note enclosed).
 17. Report from Dorset Councillors.
 18. Reports from Council representatives on outside organisations.
 19. Reporting of delegated matters.
 20. Items of Information and Matters for Forthcoming Agendas.
 - (a) Future of Swanage-based Ambulance Car – Update.
 - (b) A & E Local – Update.
 - (c) ATM provision following bank branch closures – Update.
 - * 21. Property-Related Legal Matters
 - (a) Repossession of Taxi office, Swanage Station – To consider next steps.
(Briefing note enclosed).
 - (b) County Court claim for renewal of lease for Beach Ice Cream Kiosks – To note outcome and consider next steps. (Briefing note enclosed).
 - (c) Land at Marsh Way – To consider responsibility for repair of boundary wall and initial cost estimate. (Briefing note enclosed).
 - (d) Housing Development, Northbrook Road East – To receive update regarding drainage connection into Ulwell Stream.
(Briefing note enclosed).
 - * 22. Procurement
 - (a) Insurance - Award of contract. (Briefing note enclosed).
 - (b) Broad Road Wall – Budget allocation and award of contract for reconstruction. (Briefing note enclosed).
 - (c) Preparation of seafront stabilisation options - Extension of contract. (Briefing note enclosed).
 - * Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda items 21 and 22 (due to legal and commercial confidentiality).
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