



**Agenda Item No. 9** - Councillor Tomes declared a non-pecuniary interest under the Code of Conduct by reason of his parents being members of Swanage Tennis Club.

**3. Update from Swanage & Purbeck Development Trust re. Health and Wellbeing Project, including Chapel Lane**

It was reported that on 28<sup>th</sup> March 2023, Dorset Council Cabinet had agreed to the asset transfer of premises at Chapel Lane, comprising the Day Centre and Children's Centre, to the Swanage & Purbeck Development Trust. These premises, combined with the Youth Centre, will become a Health & Wellbeing Hub for Swanage. Due diligence is currently being carried out and the transfer should be signed off during July 2023. Although the full legal process might take approximately 12 months to complete, the premises is likely to be occupied under a Tenancy at Will in the first instance.

Future services on the site will include a Family Hub (the third of a national network to be opened in Dorset), which will be commissioned by Dorset Council to provide family support and signposting to other services and activities. This will complement the wellbeing project which was started a few years ago.

The Chairman thanked Mrs Gallagher for her informative presentation.

**4. Update from Swanage Community Housing Group**

An update was provided of the work of the Swanage Community Land Trust (CLT), known as the Swanage Community Housing Group, including the details of a growing number of Trustees. Their broad range of expertise includes property, architecture and law, providing a solid foundation for their work as a committee.

The Group are currently considering developing part of a site on the corner of Ulwell Road and Washpond Lane which would provide scope for up to 7 houses. Part of the land has been included within a flood risk zone, but it was currently anticipated that this can be appropriately managed. It was explained that the land is owned by Dorset Council and is currently the subject of an asset transfer application by the Town Council. If that application is approved and it is confirmed that the land is developable, the process of transferring the asset to the Swanage Community Land Trust will commence.

Mr Sutcliffe thanked Swanage Town Council for all their support in the negotiations with Dorset Council and it was noted that it is expected that Dorset Council will make their decision on 21<sup>st</sup> June 2023.

Consideration has been given to becoming a registered provider in the future as it is felt there is an important need for Swanage to have its own housing capacity, directly under Swanage control and not attached to a large Housing Association, spread across multiple areas. However, productive conversations have been had with a smaller housing association who are interested in partnering with the CLT to develop this first site.

During the ensuing discussion, attention was drawn to the importance of providing truly affordable social housing to fulfil the objective of providing homes for working people with a Swanage connection. It was also confirmed that ownership would remain with the CLT, thereby providing local housing in perpetuity.

The Chairman thanked Mr Sutcliffe for providing such a thorough update on the project.

**5. Request from National Coastwatch Institution Swanage for alterations to the lookout at Peveril Point**

In accordance with Standing Order 1.p. the Chairman briefly adjourned the meeting to allow representatives of NCI Swanage to address the Meeting.

Consideration was given to a request submitted by the Station Master of the NCI Swanage for structural alterations to the lookout at Peveril Point. This had been prompted due to a recent medical emergency in the lookout and the access issues encountered by the attending emergency services.

It was confirmed that the proposed changes were material alterations and planning permission would be required. Additionally, it was highlighted that in the current Licence Agreement, 'No alterations may be undertaken to the exterior of the buildings and surrounds of the premises without the prior written consent of the Council'.

It was proposed by Councillor Tomes, seconded by Councillor Finch and  
RESOLVED UNANIMOUSLY:-

**TO RECOMMEND:**

That landlord consent be granted for the alterations to the NCI Swanage lookout at Peveril Point to relocate and reconfigure the external steps, subject to all legal, planning, and other relevant permissions being in place.

It was FURTHER RESOLVED:

That, if approved by Council, confirmation of these permissions, along with all other necessary consents and methods in respect of access, materials, timing, risk and health and safety matters be delegated to the Assets and Compliance Manager for agreement.

**6. To receive a report regarding recent incidences of ASB on Council property and to make a recommendation to the Town Council about the appointment of a Councillor to act as a Police liaison representative**

The Assets & Compliance Manager reported that further to the update provided in Minute No. 3 of the Community Services Committee meeting held on 29<sup>th</sup> March 2023, there has been a continuation of ASB incidents since that date. A briefing note prepared for this meeting provided details of incidents between 29<sup>th</sup> March and 3<sup>rd</sup> June 2023 and it was noted that additional incidents had occurred since the 3<sup>rd</sup> June 2023 including:

- 2 Beach Hut break-ins including severe damage to doors.
- Fire incident within Main Beach Public Conveniences and vandalism of lights.
- 2 incidents of ASB on the roofs of the Shore Road Public Conveniences.

These incidents have caused in the region of £5,000 worth of material damage, not accounting for labour time to resolve the issues.

The following topics were raised during the ensuing discussion:

- Whether the provision of CCTV in Swanage was adequate. It was noted that some areas have sufficient coverage although certain locations including Day's Park, the Weather Station Field and Beach Gardens do not have any coverage.
- Whether other deterrents had been considered to prevent access to the roofs of Shore Road Public Conveniences. It was reported that preventative measures have been looked at, but it is necessary to find a balance which does not cause unnecessary hazards to staff carrying out maintenance and does not damage the appearance and atmosphere of a friendly seaside town. Additionally, measures are of limited use when access can be gained from the steep grass banks behind the building.
- Whether there had been a pattern to the incidents. In response, it was noted that at the present time, no pattern is apparent.

As there are regular meetings between the Police, the Mayor and Deputy Mayor, consideration was given to appending the role of Police Liaison representative to the Mayor and Deputy Mayor with an increase in the frequency of meetings with the Police, although it was noted that no approach had yet been made to Dorset Police regarding this.

It was proposed by Councillor Bonfield, seconded by Councillor Tomes and  
RESOLVED UNANIMOUSLY:-

**TO RECOMMEND:**

That the Mayor and Deputy Mayor represent Swanage Town Council in liaison meetings with the Town Clerk and the Police.

The importance of a Police presence at future Community Services Committee meetings and at Tourism & Local Economy Committee meetings was noted.

It was reported that the Chamber of Trade had applied for a funding application for £5,000 for improvements to CCTV and a campaign to encourage the public to report incidents more.

Attention was drawn to the item 7 on the agenda as an important step in ensuring more eyes can access and monitor the CCTV when the need arises. In addition to this the opportunity to have volunteers trained as strategic operators to monitor the CCTV for the town was also noted, and it was confirmed that the Police are willing to work with volunteers in this regard.

The view was expressed that although deterrents are important, a wider approach needs to be considered including the benefits of the development of a strategic youth strategy for Swanage. The benefits of mapping out what is available were highlighted in order to identify what different age groups want to do, and what locations they identify as safe spaces for them to utilise.

A discussion ensued and it was proposed by Councillor Moreton, seconded by Councillor Tomes and **RESOLVED UNANIMOUSLY:-**

That these issues be discussed further at the next meeting of Swanage2027 in advance of consideration at the next Swanage Town and Community Partnership meeting.

**7. CCTV - to endorse an application for a grant to link CCTV to Dorset Police HQ at Winfrith**

The Assets and Compliance Manager introduced a briefing note regarding the possibility of obtaining grant funding from Dorset Police's Operation Relentless fund towards providing a link for the town's CCTV system to Dorset Police HQ at Winfrith. It was reported that Dorset Police had been unable to confirm that Swanage Town Council was eligible to apply for funding.

In accordance with Standing Order 1.p. the Chairman briefly adjourned the meeting to allow a representative of Swanage News to address the Meeting.

It was noted that the Police & Crime Commissioner, David Sidwick, had promised £15,000 towards CCTV cameras for Swanage at the public meeting held on 12<sup>th</sup> June 2023.

It was proposed by Councillor Finch, seconded by Councillor Moreton and **RESOLVED UNANIMOUSLY:-**

To approach Dorset Police with regards to the publicly declared promise of £15,000 for CCTV and seek clarification of whether this can be used to facilitate the training of local volunteers to monitor the CCTV and the linking of the CCTV system to the Force Command Centre in Winfrith.

**8. To consider adoption of the Swanage Community Emergency Plan and make a recommendation to the Town Council**

Further to the briefing note, prepared by the Assets and Compliance Manager, Councillor Moreton introduced the Swanage Community Emergency Response Plan. He noted that it had grown from an initial project to identify the support available for the

emergency services and volunteers following recent searches for missing people. Councillor Moreton confirmed this was a big step forward for Swanage that would provide peace of mind to local people, clearly setting out what steps will be taken by Swanage Town Council, partner organisations and volunteers in response to a range of emergency situations.

A discussion ensued which highlighted some potential items that could be added to the document and it was noted that this is an iterative document which will continue to be regularly reviewed and developed.

Thanks were offered for the hard work provided by Councillor Moreton and Council officers in preparing the document.

A question was raised as to whether there is a Risk Assessment for terror related incidents with regards to the events held in the town. The Assets & Compliance Manager reported that 5 Council officers had completed the Protect Act UK training on 13<sup>th</sup> June 2023 and that conversations were underway as to how best to roll it out as a requirement for event organisers to have undertaken the training.

It was proposed by Councillor Bonfield, seconded by Councillor Finch and  
RESOLVED UNANIMOUSLY:-

**TO RECOMMEND:**

That the Swanage Community Emergency Response Plan be adopted.

**9. Swanage Tennis Club – To consider outline proposal to resurface courts 4 and 5 with astroturf**

Consideration was given to an executive summary of the Tennis Club's proposal to resurface courts 4 & 5 at Beach Gardens with Astroturf. This estimated the cost of the proposed resurfacing at £40,000. It was currently anticipated that £15,000 of this total would be funded from the joint sinking fund held by Swanage Town Council and the remaining £25,000 would be provided by Swanage Tennis Club's infrastructure sinking fund.

In developing this proposal, the club had given consideration as to when other courts may need to be resurfaced and when upgrades to install LED lighting infrastructure are anticipated.

It was noted that Swanage Town Council are supportive of the efforts of Swanage Tennis Club and its plans but must manage this work amongst many other projects. Therefore, the court upgrade would need to be considered within the budget setting process for the 2024/25 Capital Programme.

It was proposed by Councillor Bonfield, seconded by Councillor Foster and  
RESOLVED UNANIMOUSLY:-

To agree the proposal in principle and to place this item on the Community Services Committee agenda for Wednesday 8<sup>th</sup> November 2023 to enable time for further consideration to be given to the professional advice required and procurement route to be taken.

**10. Swanage Skatepark – To consider report on formation of 'Friends of the Skatepark Group'**

It was reported that further to the Skatepark engagement event on 15<sup>th</sup> April 2023, two further meetings had taken place between representatives of the Town Council and a committed group of skatepark users who are interested in developing a Friends of the Skatepark Group which may be able to access grant funding avenues not available to Swanage Town Council. This is an important step in properly securing and developing the legacy that was started by Lorna Haines.

It was noted that the group had made an application to Swanage and Purbeck Development Trust to join as a specific project.

It was proposed by Councillor Tomes, seconded by Councillor Moreton and  
RESOLVED UNANIMOUSLY:-

To enter into a Memorandum of Understanding  
with the Friends of the Skatepark Group once the  
group is officially established.

Councillor Trite joined the meeting at 3.45pm

#### **11. Proposals for networking for sports clubs in Swanage**

The chairman highlighted the importance of establishing a forum to foster communication and co-operation between all the sports clubs in Swanage. It was noted that Swanage Town Council work with some sports clubs within the town, especially those that are tenants of the Town Council, but not others.

Support was voiced for the formation of a group to provide a network for the sports clubs and attention was drawn to the importance of including more than just those based in Swanage, for example, Swanage & Wareham Rugby Club, Wareham & District Swimming Club and Swanage & Wareham Hockey Club are based in Wareham but attract a lot of participants from Swanage. It was felt that the experience that these clubs have would be highly beneficial to other clubs in the area.

It was proposed by Councillor Bonfield, seconded by Councillor Tomes and  
RESOLVED UNANIMOUSLY:-

To delegate to the Sports, Leisure and Wellbeing  
Committee the arranging of a networking meeting  
in 2023 for local sports clubs.

#### **12. Former Swanage Grammar School**

##### **a) Weathervane siting – To consider results of public feedback**

Consideration was given to a briefing note that detailed the potential future locations for the weathervane that had been suggested as a result of the public consultation that had been carried out further to Minute No. 14 of the Community Services Committee meeting held on 29<sup>th</sup> March 2023. It was noted that Swanage Railway Station was the preferred location of the Swanage Grammar School Association Committee.

Councillor Trite reported that a promise had previously been made that the weathervane would be offered to The Swanage School and asked if enquiries had been made accordingly. Councillor Trite felt that it was important that the promise was upheld.

During the ensuing discussion, attention was drawn to the weathervane's size and weight and the structural work that would be required for any eventual location to support it.

It was proposed by Councillor Bonfield, seconded by Councillor Tomes and  
RESOLVED UNANIMOUSLY:-

That the former Swanage Grammar School  
weathervane should be formerly offered to The  
Swanage School in order to ascertain if they wish  
to receive it and are happy to fund the cost of any  
necessary works for structural installation. If The  
Swanage School do not wish to receive it, it should  
be offered to Swanage Railway Station on the  
same basis, as the preferred alternative of the  
former Grammar School Association Committee.

Councillor Trite noted that he would be attending a meeting of Education Swanage later in the day and it was agreed that he would raise the matter accordingly.

**b) Dorset County Council Plaque – To Consider whether to accept donation**

Consideration was given to the question of whether to accept the stone plaque showing three lions which had previously been part of the Swanage Grammar School building. The Assets and Compliance Manager noted that given its size and weight it would be advisable to move the plaque only once, when a suitable location had been identified.

It was UNANIMOUSLY AGREED:-

That delegated authority be granted to the Assets & Compliance Manager to ask Barratts to embed it in the ground adjacent to the existing Grammar School memorial stone at Day's Park.

**13. To consider a fee for memorial bench plaques.**

The Assets & Compliance Manager introduced a briefing note highlighting the need to correct an omission from the Swanage Town Council Scale of Fees and Charges 2023/24 document as it contains no provision for a memorial bench inscription fixing fee. This would be in addition to the cost of supplying and engraving the plaque borne by the applicant.

It was proposed by Councillor Foster, seconded by Councillor Finch and RESOLVED UNANIMOUSLY:-

**TO RECOMMEND:**

That a fee of £12 be added to the Scale of Fees and Charges 2023/24 for the fixing of an inscription plaque onto an existing memorial bench.

**14. Consideration of a memorial bench in memory of former employee, Mr Clive Dragon.**

The Assets and Compliance Manager introduced a proposal to place a bench in Prince Albert Gardens in memory of Mr Clive Dragon, the Council's former enforcement officer, who died in service in August 2021.

The Town Clerk confirmed that there is precedent for the Town Council placing memorial benches in recognition of staff who have passed away while employed by Swanage Town Council.

It was proposed by Councillor Finch, seconded by Councillor Foster and RESOLVED UNANIMOUSLY:-

To purchase and install a memorial bench in Prince Albert Gardens in memory of Mr Clive Dragon and that an appropriate inscription be added to the bench in consultation with his family.

**15. Items of information and matters for forthcoming agendas.**

**a) Updates from relevant working parties**

The Town Clerk reported that the Emergency Health Services working party had met recently and would be seeking further information from the CCG/SWASFT. Councillor Monkhouse reported that since that meeting, it had been announced that there will be a health information event on 29<sup>th</sup> June 2023 at the Mowlem and that this would be a good forum to raise the Council's ongoing concerns about emergency healthcare provision for local residents. It was noted that if the Town Council's concerns were not submitted, it will potentially be perceived that the Council is content with the current situation.

The Town Clerk reported that the Day's Park Development Forum is continuing to meet on a regular basis.

**b) Beach Gardens – Joint working on future plans**

The Town Clerk confirmed that this is still an aspiration that is included within the Town Council's priority projects list.

Councillor Foster commented that whilst present at the recent judging for the Green Flag award scheme, the judges were very impressed, and she has been very proud to represent Swanage Town Council. Thanks were offered to all those involved in the award process.

**c) Town Hall reception and use of Town Hall by other organisations**

The Town Clerk provided an update on Dorset Council Registration Services re-establishing an office within the Town Hall. A position statement had been received detailing that due to a number of factors including the current volume of registrations and a smaller workforce due to unfilled vacancies and staff illness, it had not been possible to re-establish the service. There is legislation which will allow a permanent return to remote registration by telephone and this is expected to be passed in Spring 2024.

It was noted that the Citizens Advice Bureau have relocated although they are still offering some housing appointments within the Town Hall by arrangement.

Dorset Police pledged at the Public Forum meeting on Monday 12<sup>th</sup> June 2023 to re-establish a public helpdesk at the Town Hall Annexe and details of the plans are awaited.

Swanage Town Council are in the process of filling vacancies and will bring forward a proposal for providing a front reception service once those roles have been filled.

**d) Peveril Point Road stabilisation and resurfacing.**

The Assets & Compliance Manager reported that the Town Council is currently awaiting further information and this item will be added to the Agenda for the next meeting of the Community Services Committee.

**e) Matters arising from the Minutes of the Meeting of the Community Services Committee held on 29th March 2023**

It was noted that all matters arising had been dealt with earlier in the meeting.

**f) Police Liaison**

Further to discussion earlier in the meeting, it was agreed that a liaison meeting should be arranged with Dorset Police within the next two months to seek their views as to the adequacy of CCTV coverage in the town, the outcome of which would be reported to the next meeting of the Community Services Committee.

**16. Date of next meeting**

It was noted that the next meeting was scheduled for 2.15 p.m. on Wednesday 8<sup>th</sup> November 2023.

The Meeting closed at 4.20 p.m.