

**DRAFT Minutes of the Meeting of the
CAPITAL PROJECTS SUB-COMMITTEE
held 4.00 p.m. on WEDNESDAY 22nd SEPTEMBER 2021**

Present: -

Councillor C. Moreton – Chairman
Councillor J. Bishop
Councillor M. Bonfield (from 4.35 p.m.)
Councillor A. Harris
Councillor C. Tomes

Also present:

Councillor M. Whitwam

Martin Ayres – Town Clerk
Gail Percival – Operations Manager
Cara Johnston – Operations Administration Officer

1. Election of Chair 2021/22

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

That Councillor Moreton be appointed Chairman
of the Sub-Committee for 2021/22.

2. Apologies

No apologies were reported to the meeting.

3. Declarations of Interest

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with paragraphs 9 – 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011.

Councillor Tomes declared a disclosable pecuniary interest in Agenda item 9 by reason of owning a property affected by this matter.

4. Capital Programme and one-off revenue expenditure update 2021/22

- Panorama Road – Dorset Council Highways have confirmed that the Town-Council-owned section of Cow Lane may be adopted in its entirety however only a proportion of Panorama Road is suitable for adoption. This is the section from Priests Road to property No. 2. Further to discussion at the Roads and Transport Committee earlier today, the Council will proceed with the submission of the Section 38 notices on this basis.
- Days Park footpath – these works are currently with Dorset Property services and a specification is being developed. Low level lighting along the existing path will be installed and a new path, also with low level lighting, from North Beach car park is proposed.
- Burlington Chine – further to a recent meeting of the Public Conveniences Working Group, it was reported that compostable or stand-alone WCs would not be feasible in this location.
- Electric bike concession, North Beach car park - quotes are being sought to demolish the old Arts Club hut. It was reported that the electrical supply may require enhancement to 3-phase and a standpipe and soakaway will be required.

- Boat park central/eastern jetty – Following completion of a survey of the structure a meeting has taking place with a contractor to discuss potential next steps
- Willdoes electric installation - It was noted that the Operations team need to complete the trenching to enable the new electric cable to be laid. There has been a slight delay to enable training to be undertaken and the purchase of a new cable scanner.

5. Godlingston Cemetery Extension

The Operations Manager reported that the works are progressing on time and within budget and a meeting has been arranged next week with the Institute of Cemetery Management to discuss the next steps with regard to plot numbering, regulations and general management.

6. Northbrook Cemetery Wall

An initial site visit with the Environment Agency was held in July 2021 to explore the preferred option to divert the tributary and buttress the wall. Further feedback and a follow up meeting is anticipated shortly.

7. Astro court surface to tennis court 3 – Beach Gardens

It was reported that a consultant has been instructed via a competitive process and a specification has been drawn up. The completed specification has been forwarded to the tennis club for comment.

8. Stone Quay slipway

Works to the stone quay are ongoing and are on schedule with completion due imminently. It was established that the area was undermined more than previously thought. The question was raised whether the works had gone over budget but it was reported that there are no indications of this.

9. Victoria Avenue service road drainage

In light of his declaration of interest recorded under Minute No. 3 above, Councillor Tomes left the meeting during discussion of this item.

Consideration was given to a letter from the Worcester Lodge (Swanage) Management Company Ltd requesting that remedial action be taken in respect of drainage problems at the rear of their property. It was noted that this matter had a long history, dating back approximately 20 years. After careful consideration it was AGREED:

That officers be authorised to agree a specification of works with the flat management company to address the problems complained of and to undertake the remedial work on a without prejudice basis, making clear that there will be no ongoing commitment to undertake any future work.

It was noted that the estimated cost of the works was in the region of £5,000 and that this could be funded from the De Moulham Estate rear service road reserve.

10. Items of Information and Matters for Forthcoming Agendas

- a. 'Changing Places' facility, North Beach Car Park – it was reported that the former toilet pods adjoining the Coastguard Station had been identified as a preferred location for the installation of a 'Changing Places' facility by Dorset Council, and that they had put this proposal forward for grant funding. If successful, a fully accessible WC would be provided at no cost to the Council. The Town Council would, however, need to commit to maintaining and cleaning the facility in the future. A question was raised as to whether the installation of CCTV would be required as a precaution, however it was noted that this is unlikely to be required, particularly if the proposed bike concession were to be located nearby. It was noted that this item will be raised formally at the next full Council meeting.

Councillor Bonfield joined the meeting at 4.35 p.m.

- b. The Spa – it was reported that a meeting will be scheduled in the near future with all Councillors to discuss the Seafront Strategy.

10. Date of next meeting

It was noted that the date of the next scheduled meeting of the sub-committee is 11.30 a.m. on Wednesday 3rd November 2021.

The Meeting concluded at 4.45 p.m.