

**DRAFT Minutes of the Zoom Meeting of the
CAPITAL PROJECTS SUB-COMMITTEE
held 4.00 p.m. on WEDNESDAY 24th FEBRUARY 2021**

Present: -

Councillor C. Moreton – Chairman
Councillor M. Bonfield
Councillor A. Harris
Councillor C. Tomes

Also present:

Councillor C. Finch (from 4.45 p.m.)
Councillor T. Foster
Councillor M. Whitwam

Martin Ayres – Town Clerk

Cara Johnston – Operations Administration Officer

Culvin Milmer – Visitor Services Manager (from 4.40 p.m.)

Gail Percival – Operations Manager

1. Apologies

There were no apologies to report.

2. Declarations of Interest

No declarations of interest were made in respect of items on the agenda.

3. To approve, as a correct record the Minutes of the Meeting of the Capital Projects Sub-Committee held on 13th January 2021

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

That the Minutes of the Meeting of the Capital
Projects Sub-Committee held on 13th January
be approved as a correct record.

4. To receive an update from the Operations Manager regarding:

a) Ongoing projects

- Cow Lane/Panorama Road – The information requested is with the Project Engineer at Dorset Highways and a response is currently awaited.
- Boat Park/Old Jetty – Contractor is scheduled to return to complete works to the Old Jetty fenders in April. A second quote for lining works is being sought.
- Recreation Ground/Days Park play area refurbishment – it was reported that drainage works are recommended to the trampoline area and that additional wetpour surfacing is also recommended around the stone compass and benches as this area is very muddy. It was noted that every winter or wet period will create the wet area around the compass. Quotes had been received for various options to address these problems. The Operations Manager noted there is circa £2,000 left within the contingency, however this has been earmarked to fund the new noticeboard.

After discussion it was proposed by Councillor Bonfield, seconded by Councillor Harris, and RESOLVED UNANIMOUSLY: -

TO RECOMMEND to full council:

That approval be given to a budget of £10,000 to correct the drainage, install additional wetpour surfacing and complete the Chadwick Playground project.

- Downs/Seymer Road Wall Reconstruction – it was reported that the traffic lights had been removed yesterday. Wildflowers will be sown next week and the heras fencing will be left in place to prevent unauthorised access. Drainage slabs have been readjusted in the road so the water can drain effectively and the street light issues have now been resolved. It was reported that when the soil back filling the wall was removed SSE electrical cables were exposed. These cables had not been dug to the regulation depth. When SSE attended they advised that the disturbance of the soil had undermined the integrity of the lamp columns and removed them without reference to the Council. A cost to reinstall the columns was quoted at £1,700, which the Town Council have paid for in order that the works can be completed. An invoice for this charge is awaited. It was agreed that officers would contact colleagues in Dorset Council to seek some form of financial contribution to these costs.
- Spa investigative ground works – the initial view following investigation works is that the ground movement appears to be focussed at upper/surface levels rather than at significant depth. Monitoring is ongoing. The Operations Manager suggested that a tender for the initial RIBA design stages to include designs, sketches and drawings be undertaken and presented to Council for review. The Operations Manager agreed to write a brief and use the initiation document which has already been prepared, assisted by the Town Clerk and the Visitor Services Manager. It will be awarded on how well tenderers have considered the requirements of the brief and price. A question was raised as to when the final feedback from the ground stability investigation would be received and it was confirmed May 2021. Another question was raised as to whether shallow movement was what was initially suspected. It was stated that there are a lot of issues with insufficient water drainage and subsequently the need to assess drainage on Shore Road in the future would be likely. The timescale for completion of the tender is approximately two months. It was questioned whether Sandpit Field will be considered or just the Spa and it was noted at present all areas will be included in the tender. An update will be provided at the next meeting.
- Car Park resurfacing/De Moulham back roads – drainage works at Main Beach car park have been completed. Works to North Beach car park commenced today, and the tree pits had been installed earlier in the week. There was a minor delay to works and contractors will need to return to complete patch repairs to the entrance to Main Beach car park and a small area to the rear of Victoria Avenue & Northbrook Road – it is hoped these areas will be completed in the next few weeks. The electric supply boxes for the market were completed this week. All the kerbs will be repainted to improve the general look of the area. It was reported the area by Northbrook Cemetery wall, which was originally going

to be kerbed, was now not as investigations found that the main Vodafone line ran in that area and therefore any excavations could not be undertaken. It was reported that an area in North Beach car park could not be completed and that further investigation in the area where the underground spring was would be required. Works to the relevant De Moulham back roads had commenced today and will be completed by the end of the week.

- Burlington Chine Public Conveniences inspection – an on-site inspection will take place tomorrow for completion of the surveying of the pipework & pumps.

b) Programme of works 2020/21

- Godlingston Cemetery Extension – TGMS have been advised of the intention to proceed with stage 4 (construction phase monitoring) and that this will be referred to the March council meeting. The tender drawings arrived this week and are being reviewed. The tender process will start at the beginning of March and on-site works will commence middle to late June with completion late September. With regards to the water supply to the stand pipes, contact will be made with the current supplier and it is hoped that an arrangement can be reached.
- The Parade Railings – works to be commissioned by Dorset Council are awaiting a start date and it is hoped to be completed in March or April.
- Skate Park – the contractor is hoping to commence works to instal the new half pipe in the middle of March.

c) Planning for works 2021/22

- Days Park/Northbrook Road footpath improvements – an estimate of £50,000 - £60,000 has been developed based upon using the BCIS data rates to install the path across Journey’s End with lights placed every 10 metres. The question was raised whether there will be a cycle path and it was advised that this price had been developed for a pedestrian path only. It was further noted that because it is a water-logged area, soil will be used to create a slightly raised path - so in winter it is not so wet. A question was further raised regarding whether members wished to use CIL monies as this is an appropriate project for the funds. A question was raised as to whether £60,000 represented value for money and how much the project would cost without the lights. It was stated that the lights are a large part of the cost, however the field is very exposed and may present a safety concern should it not be lit. A suggestion was made for solar lights. It was questioned whether lighting would extend all the way around the park or just the path. It was advised that lights would be on the existing path and also the new path. It was suggested that all works should be completed and that a joint pedestrian/cycle path would be the most appropriate and in accordance with Town Council ambitions and plans for the future of that area. It was noted there is a CIL reserve of £173,000.

After discussion it was proposed by Councillor Harris, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY: -

TO RECOMMEND:

That CIL money and grant money be used to fund this project.

- World War II fortification – fencing works will start on 26th February to secure the fortification. It was reported that a member of the public had suggested looking for funding sources and suggested a Zoom meeting to discuss potential ways forward. Councillor Foster also advised that a letter had been received from a Poole resident enquiring if there was a group set up. It has already been agreed to carry out public consultation and it was agreed that an informal Zoom meeting with interested parties would be a useful first step.
- Station Approach – it was suggested by Dorset Highways that it might be worthwhile speaking with Dorset Coast Forum regarding works proposed at Weymouth station. It is hoped they could provide guidance as to whether any grant funding might be available. A further possible option could be to outsource an options appraisal to a suitably qualified consultant. An update will be reported at a future meeting.
- Peveril Point Road Scheme – a site meeting needs to set up to restart the project.
- Seafront catenary wire and lights replacement – it was advised the lights will be replaced like for like. Three quotes for the supply of the catenary and lights had been received. It was noted that three quotes will be obtained for removal and installation. At present the total estimated cost is around £16,000 which is over the budget of £15,000 set in next year’s capital programme.

After discussion it was proposed by Councillor Tomes, seconded by Councillor Bonfield, and **RESOLVED UNANIMOUSLY: -**

TO RECOMMEND to full Council:

That the budget be increased so that the works to replace the seafront catenary and lights can be carried out immediately.

- Main beach car park electronic sign – it was reported that the Dorset Highways Team Leader had provided details of a firm that could supply such signage. A quote has been provided for eight weeks’ hire of a mobile sign, in the summer, including delivery and collection, amounting to £3,000. Dorset Council had offered to loan their own signs but, unfortunately would not be able to do so in the peak summer holidays. A suggestion was made for an additional sign advising of the overflow car park and to borrow Dorset Council’s sign for use during April. Another suggestion was made to obtain sponsorship, but it was noted in the current climate business sponsorship would probably not be available. A sign audit and review throughout the whole of the town was suggested and also a sign was suggested along Victoria Avenue for Main Beach car parking.

After discussion it was proposed by Councillor Bonfield, seconded by Councillor Harris, and **RESOLVED UNANIMOUSLY: -**

TO RECOMMEND:

That a budget of £3,000 be allocated for the hire of an electronic sign for eight weeks in July and August, and that an approach be made to Dorset Council requesting use of one of their signs in the pre-season as a trial before an order is placed.

- Northbrook Cemetery Wall – the Operations Manager had attended a site visit for a follow up to the survey of the wall that had previously been undertaken. Works are to be completed in the next financial year.

5. Items of Information and Matters for Forthcoming Agendas.

- a) Stone Quay Reconstruction and bonding – recent storms had caused significant damage to the slipway adjoining the quay. A member of Dorset Flood and Coastal Partnership will visit Swanage next week, at low tide to take photographs and inspect the area. Safety signage has been displayed but it is difficult to prevent access from the beach. Physical barriers would be extremely difficult to install and advice is being obtained on what may be possible. The position was noted by the sub-committee.
- b) Budgets for the capital programme 2021/22 and significant one-off revenue expenditure 2021/22 – these will be provided with the next meeting agenda to consider prioritisation.
- c) Parish Slipway bollard – at the recent Roads and Transport Committee meeting it was recommended that bollards be installed at the top of the Parish Slipway. The Operations Manager had identified a specification but requested feedback on the best potential location.
- d) Temporary sea defences - it was noted the original agreement with the Environment Agency for the deployment of the temporary sea defences will expire soon and a decision needed to be made regarding extending this seasonal arrangement until such time as the permanent sea defences are installed. Members confirmed that the continuation of these arrangements is a necessity.
- e) Swanage Town Council car park sign audit.

6. Date of next meeting

It was agreed that the next meeting would be arranged at the General Operations Committee Meeting held on the 31st March 2021.

The Meeting concluded at 5.35 p.m.