

**SWANAGE TOWN COUNCIL**

**Statement of Cash Balance as at 31st March 2021**

**SUPPORTING PAPERS  
26<sup>TH</sup> APRIL 2021.**

	£ p	£ p
Balance in Hand at 01/04/2020		£199,269.17 Cr
As per reconciliation dated 28/02/2021	£3,689,933.81 Cr	
Income during March	£70,511.91 Cr	
Movement of Cash-Investment	£450,000.00 Cr	
Add - Outstanding receipts- February	£0.00 Cr	
Less - Outstanding receipts - March	<u>£3,595.75 Dr</u>	<u>£4,206,849.97 Cr</u>
		£4,406,119.14 Cr
Less payments made:		
As per Reconciliation dated 28/02/2021	£3,142,802.97 Dr	
Schedule 12 payments dated 31/03/2021	£300,343.06 Dr	
Movement of Cash-Investment	<u>£450,000.00 Dr</u>	<u>£3,893,146.03 Dr</u>
		<u><b>£512,973.11 Cr</b></u>
Balance at Bank		
Current Account		£48,621.29 Cr
Deposit Account		<u>£464,351.82 Cr</u>
		<u><b>£512,973.11 Cr</b></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
UK Government- DMADF Deposit		<u>£450,000.00</u>
		<u><b>£1,200,000.00</b></u>

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 31st March 2021

Prepared by Alison Spencer

Dated: 6th April 2021

Certified by Martin Ayres

Dated: 6th April 2021

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March, 2021**

**Payment schedule reported to Council - 26th April 2021**

**Schedule 12.:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations, amounting in aggregate to:

**SEVEN HUNDRED AND FIFTY THOUSAND, THREE HUNDRED AND FOURTY  
THREE POUNDS AND SIX PENCE**

.....(**£750,343.06**).....

## Swanage Town Council Schedule of Payments - Month 12

### Cheques

Date	Name	Chq number	Inv Date	Details		Payment Total
30/03/2021	Petty Cash	014995	30/03/2021	Petty Cash Refreshments-TIC	94.47	
30/03/2021	Petty Cash	014996	30/03/2021	Petty Cash Reimbursement- TH	54.39	148.86
<b>Total of Cheques</b>						<b>148.86</b>

### Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details		Payment Total
10/03/2021	Barclaycard Merchant Services	001884330221	28/02/2021	Barclaycard Terminal Hire - February		65.76
09/03/2021	British Telecom	Q134 HW	23/02/2021	Phone Bill Q4 - TH	56.08	
09/03/2021		Q128 TZ	23/02/2021	Phone Bill Q4 - BG	106.46	
10/03/2021		Q108 IG	24/02/2021	Phone Bill Q4 - Emergency Phone	210.24	372.78
12/03/2021	First Data	520334510615636/F	28/02/2021	TIC - Card Payment Service Charges - February		54.99
15/03/2021	Lloyds Bank PLC	334272444	11/02/2021	Bank Charges	64.64	
12/03/2021		540436505892703/F	28/02/2021	Cardnet Charges - February	25.33	
23/03/2021		335409352	05/03/2021	Bank Charges	58.20	148.17
10/03/2021	Paytek Admin Services Ltd (First	MI/2752103/03	01/03/2021	First Payment Service Charges - February	128.35	
10/03/2021		MI/2752104/03	01/03/2021	First Payment Service Charges - February	72.00	200.35
16/03/2021	Sage (UK) Ltd	INV11713849	01/03/2021	Sage Accounts - March	247.80	
16/03/2021		INV11713849	01/03/2021	Sage Payroll - March	202.50	450.30
26/03/2021	Total Gas & Power	232473807/21	10/03/2021	Gas - TIC - February	76.83	
26/03/2021		232473818/21	10/03/2021	Gas - TH - February	301.69	
26/03/2021		232473829/21	10/03/2021	Gas - Depot - February	79.25	
31/03/2021		233355226/21	16/03/2021	Gas - TH Annexe - February	156.61	614.38
01/03/2021	water2business	1057035770	04/02/2021	Water - January		85.28
<b>Total of Direct Debit &amp; Standing Orders</b>						<b>1,992.01</b>

### Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details		Payment Total
15/03/2021	Charge Card Transactions	78422191	01/02/2021	Ofcom: Radio Licence Fee	75.00	
15/03/2021		15932	17/02/2021	Kendal Tools & Machinery: Depot - Equipment	37.46	112.46
<b>Total of Chargecard payments</b>						<b>112.46</b>

### Investments - Cash Movements

Date	Name	Inv Ref	Inv Date	Details		Payment Total
16/03/2021	UK DMADF	transfer	16/03/2021	UK Govt - DMADF Deposit		450,000.00
<b>Total of Investments</b>						<b>450,000.00</b>

### BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details		Payment Total
31/03/2021	Ace Office Environments Ltd.	01006459	15/03/2021	TIC - Stationery	128.48	
31/03/2021		01007403	22/03/2021	TIC - Stationery	13.98	142.46
31/03/2021	Amazon	INV-GB-879491115-7	12/03/2021	Wheelle Bin Compactor	39.95	
31/03/2021		INV-GB-159842441-7	22/03/2021	TIC - Sundries	9.54	49.49
11/03/2021	Avalon Software (UK) Ltd	190028	01/01/2021	Avalon Software Charge 2021		660.00
11/03/2021	BIPCOM	INV-4267	01/03/2021	Telephone Services		3.00
31/03/2021	Blacknoll Construction Ltd	10761	10/03/2021	Seymer Road Wall Rebuild - Certificate 4		18,914.24
11/03/2021	Blue Level Media Ltd	87575	01/03/2021	Website - Annual Support 2021		1,200.00
31/03/2021	Porter & Woodman Gifts Ltd	INV23341	05/03/2021	BG - Stationery	36.63	
31/03/2021		INV23686	16/03/2021	TIC - Ad Board Sheet	23.82	60.45
31/03/2021	Boston Seeds	1025101	24/02/2021	Rec - Wildflower Seed	209.99	
31/03/2021		1025068	05/03/2021	Downs - Wildflower Seed	118.99	
31/03/2021		1025132	05/03/2021	Downs - Grass Seed	68.00	
31/03/2021		1025132	05/03/2021	Downs - Haulage	5.99	402.97
11/03/2021	British Destinations	3006	17/02/2021	UK Beach Management Subscription 2020/21		120.00
31/03/2021	Buds of Mave	2019183	09/03/2021	Wreath		30.00
11/03/2021	Burts Bits	17	25/10/2020	TIC - Stationery/Sundries	19.75	
11/03/2021		20	21/11/2020	TIC - Stationery/Sundries	11.20	
11/03/2021		21	21/12/2020	TIC - Extension Lead	5.50	
11/03/2021		21	21/12/2020	TIC - Stationery/Sundries	6.25	42.70
11/03/2021	Central Southern Security Ltd	175225	12/02/2021	TIC - Alarm Service Call	96.00	
31/03/2021		8888	22/02/2021	Keyholding Service - BG	75.00	
31/03/2021		8888	22/02/2021	Keyholding Service - Depot	150.00	
31/03/2021		8888	22/02/2021	Keyholding Service - TIC	75.00	396.00
11/03/2021	Countryside Tree Surgeons Ltd	SI-94	25/02/2021	Tree Works - KGF	300.00	
31/03/2021		SI-96	18/03/2021	Tree Works - Various	13,380.00	13,680.00
11/03/2021	The Countryside Charity	983404-2021	09/02/2021	CPRE - 2021 Membership		36.00
31/03/2021	DAPTC	21/064	11/03/2021	Planning Training	117.00	
31/03/2021		21/082	23/03/2021	Planning Training	39.00	
31/03/2021		21/097	25/03/2021	Planning Training	39.00	195.00
11/03/2021	Darkin Miller Ltd	623	23/02/2021	Internal Audit Services		509.90



31/03/2021	Dorset County Pension Fund	Month 12 Payroll	19/03/2021	Month 12 Pension Contributions	14,323.21	
31/03/2021		Month 12 Payroll	19/03/2021	Month 12 CAYS Contributions	215.50	14,538.71
11/03/2021	Direct-tec Group	308983	01/02/2021	Copier Hire - February	374.09	
11/03/2021		308983	01/02/2021	Copy Plan - January	122.64	
11/03/2021		310624	28/02/2021	Olivetti Copy Plan - February	14.54	
11/03/2021		310801	01/03/2021	Copier Hire - March	501.93	1,013.20
31/03/2021	Dorset Plants	027667	27/10/2020	Winter Bedding Plants		334.80
11/03/2021	Dorset Council	1801057241	17/02/2021	Tourism Partnership Contribution - 2020/21	6,600.00	
11/03/2021		1801057241	17/02/2021	Tourism Partnership Contribution (DMS) - 2020/21	3,000.00	
31/03/2021		2800262689	11/03/2021	Structural Engineer Fees - Slipway	20.70	
31/03/2021		2800262689	11/03/2021	Surveyors Fees	5,283.60	14,904.30
31/03/2021	Dorset Waste Partnership	2800260767	08/03/2021	Recycling Collection - Depot - February		13.15
11/03/2021	Eagle Plant	BOU2633620	28/02/2021	Secure Storage Container - KGF - February		76.80
11/03/2021	Fields In Trust	850-20/21	08/03/2021	Fields In Trust - Annual Membership 2020/21		65.00
11/03/2021	Four County Services Ltd.	57385	11/02/2021	IT Services	482.78	
11/03/2021		57482	21/02/2021	E-mail Management	42.00	
31/03/2021		57585	09/03/2021	TIC - Telephone Extension	169.92	
31/03/2021		57594	10/03/2021	Depot - IT Services	283.66	
31/03/2021		57595	10/03/2021	TIC - IT Services	412.58	
31/03/2021		57596	10/03/2021	TH - IT Services	615.06	
31/03/2021		57602	11/03/2021	IT Services	482.78	
31/03/2021		57700	21/03/2021	E-mail Management	42.00	2,530.78
31/03/2021	GH Print Management	5895	16/03/2021	BG - Advertising	30.00	
31/03/2021		5895	16/03/2021	BG - Advertising	143.44	173.44
31/03/2021	Grant	Grant	31/03/2021	#Willdoes Grant		2,000.00
31/03/2021	Greenham Trading Ltd.	04/334149	05/03/2021	Depot - General Materials & Equipment	183.82	
31/03/2021		04/334954	11/03/2021	Depot - General Materials & Equipment	37.80	
31/03/2021		04/335893	19/03/2021	Depot - General Materials & Equipment	621.55	
31/03/2021		04/336369	23/03/2021	Spa Beach Huts - Padlocks	144.00	987.17
11/03/2021	Hardy Signs	107742	03/02/2021	Pevevil Point - Signage	88.68	
11/03/2021		107741	08/02/2021	Beach - Signage	852.48	
11/03/2021		107756	20/02/2021	Beach - Signage	216.58	
11/03/2021		107757	20/02/2021	Beach - Signage	22.50	
11/03/2021		107758	20/02/2021	Stone Quay - Signage	56.28	
31/03/2021		107796	24/03/2021	Stone Quay - Signage	793.86	2,030.38
31/03/2021	A.R. Harris & Son	29550	15/03/2021	Spa Beach Huts - Electrical Works	106.50	
31/03/2021		29575	22/03/2021	Boat Park - Electrical Works	281.78	388.28
31/03/2021	The Helping Hand Company Ltd	401781	25/03/2021	Depot - General Materials & Equipment		140.06
31/03/2021	HMRC	Month 12 Payroll	19/03/2021	PAYE & NI - Month 12		12,315.69
31/03/2021	Holme Nurseries Ltd	149467	16/01/2021	Trees/Planting Materials	3,189.00	
31/03/2021		151980	16/02/2021	Trees/Planting Materials	264.00	
31/03/2021		151980	16/02/2021	Trees/Planting Materials	105.00	3,558.00
11/03/2021	J.D. Facilities Ltd	INV-0852	01/03/2021	Cleaning - Toilets	6,438.20	
11/03/2021		INV-0853	01/03/2021	Cleaning - Depot	197.59	
11/03/2021		INV-0854	01/03/2021	Deep Clean - Depot	230.62	
11/03/2021		INV-0855	01/03/2021	Cleaning - TH	182.40	
11/03/2021		INV-0856	01/03/2021	Cleaning - TIC	91.20	7,140.01
31/03/2021	JFY Construction Ltd	20541-1	10/03/2021	Boat Park - Metal Bollard Installation	3,484.80	
31/03/2021		20541-2	10/03/2021	Boat Park - Old Jetty Repairs	468.00	
31/03/2021		20528-4	19/03/2021	Swanage Bandstand Project - Certificate 4	3,082.99	7,035.79
11/03/2021	JustPark	SWAN-2020-12	31/12/2020	JustPark Fees - December	148.08	
11/03/2021		SWAN-2021-01	31/01/2021	JustPark Fees - January	48.82	
11/03/2021		SWAN-2021-02	28/02/2021	JustPark Fees - February	51.13	248.03
31/03/2021	JWC Carpentry Limited	1507	12/03/2021	Main Beach Car Park - Repairs/Maintenance	149.64	
31/03/2021		1503	16/03/2021	Main Beach - Kerb Painting	669.60	819.24
31/03/2021	LAVAT Consulting Ltd	108026	12/03/2021	Training		1,587.60
11/03/2021	Lily's Produce	Re: PO32198	22/12/2020	TIC - Food For Retail		31.20
11/03/2021	D. & P. Lovell Ltd.	L4542	04/03/2021	Digger Hire - March		386.40
11/03/2021	Maintain UK Drains Limited	INV-30047	21/02/2021	Main Beach - Drainage Works		3,809.46
31/03/2021	Mark Comms Limited	21127	11/03/2021	Boat Park - Radios		734.40
11/03/2021	Metric Group Ltd.	C58484	26/02/2021	Aslan - March	192.00	
11/03/2021		C58739	01/03/2021	Car Park Machines - Maintenance Contract Q1	1,880.06	2,072.06
11/03/2021	National Association of Civic Off	21131	22/02/2021	NACO - Training		100.00
31/03/2021	Newlands Training Ltd	6926	16/03/2021	Depot - Chainsaw Training		5,046.00
11/03/2021	Newsquest Southern	35935694	10/02/2021	Advertisement - Bike Hire Concession Tender		222.48
31/03/2021	Nixons Hardware Ltd	119824	07/11/2020	Depot - Padlock	4.85	
31/03/2021		119863	21/11/2020	TIC - Kettle	27.99	
31/03/2021		119899	04/12/2020	TIC - Sundries	2.80	35.64
11/03/2021	N Power Ltd	LGWKL45X	11/02/2021	Electricity - January	88.95	
11/03/2021		LGWKMSMC	12/02/2021	Electricity - Q3	1,721.97	
31/03/2021		LGWKT75H	12/03/2021	Electricity - February	80.32	
31/03/2021		LGWKYS5L	13/03/2021	Electricity - Q3/Q4	683.38	
31/03/2021		LGWKYS5K	13/03/2021	Electricity - Q4	1,423.34	3,997.96
20/03/2021	Swanage Town Council	Month 12 Payroll	20/03/2021	Net Wages-Month 12		42,340.17
11/03/2021	Personnel Hygiene Service	68085771	14/02/2021	Hygiene Services		2,097.10
11/03/2021	Pitney Bowes Ltd	105915641	13/01/2021	TIC - Stationery		173.82
31/03/2021	LAVAT Consulting Ltd	107942	05/03/2021	PSTAX - 2021/22 Membership		3,540.00
31/03/2021	Purbeck Print Company	0094	25/03/2021	BG - Advertising		25.00

31/03/2021	Purbeck Plumbing & Heating Su	17860	05/03/2021	Toilets - Repairs (Materials)	13.01	
31/03/2021		18343	19/03/2021	Toilets - Repairs (Materials)	13.01	26.02
31/03/2021	Purchase Power	BH996234	14/03/2021	TH - Postage Fees		8.69
11/03/2021	Recruit Local Ltd	1992	02/03/2021	Job Advertisements - Seasonal 2021		105.00
11/03/2021	Refunds	Refunds	11/03/2021	Beach Hut Refunds x 8	3,109.74	
12/03/2021	Refunds	Refunds	12/03/2021	S&DAC Overpayment refunded	1,158.87	
17/03/2021	Refunds	Refunds	17/03/2021	Beach Hut Refund	191.43	
18/03/2021	Refunds	Refunds	18/03/2021	Beach Hut Refunds x 2	476.82	
31/03/2021	Refunds	Refunds	31/03/2021	Beach Hut Refund	37.50	4,974.36
11/03/2021	RoSPA Play safe Team	53657	03/03/2021	Days Park - New Play Equipment Inspection		474.00
31/03/2021	RTA Associates Ltd	INV-1465	24/03/2021	Professional services		238.00
11/03/2021	Seton	9303278900	11/02/2021	Beach - Signage	95.94	
11/03/2021		9303286480	26/02/2021	Boat Park Signage	84.11	180.05
31/03/2021	Sharman Fencing	101042	08/03/2021	Fencing - WW2 Fortification		3,702.00
31/03/2021	Socotec UK Limited	0000863541	29/01/2021	Core Logs - Cow Lane/Panorama Road		1,325.51
11/03/2021	SSE Contracting Ltd	081759	24/02/2021	Seymer Road - Lamp Columns Removal		2,847.00
11/03/2021	St. Michaels Garage	S 18899	11/02/2021	HJ18 EHX - Service	302.09	
11/03/2021		1658	28/02/2021	Vehicle Fuel - February	342.85	
11/03/2021		S 19036	03/03/2021	HG67 MDV - Service	236.11	881.05
11/03/2021	Suez Recycling & Recovery UK	32225521	28/02/2021	Waste Disposal - February		1,435.20
11/03/2021	Sutcliffe Play (South West) Ltd.	6015	21/12/2020	Recreation Ground - Play Equipment & Installation	43,191.30	
11/03/2021		6043	05/02/2021	Days Park - New Play Equipment & Installation	51,871.20	95,062.50
11/03/2021	Swanage News	1284/Feb	27/02/2021	Newspapers - February		30.40
11/03/2021	Swanage Tyres and Tuning Ltd	19946	26/02/2021	HJ18 EHX - Repairs		77.10
11/03/2021	TAC Projects	733	26/02/2021	Roof Repairs		6,585.00
11/03/2021	Telefonica O2 UK Ltd	84016903	24/02/2021	SIM Charges - March		340.20
11/03/2021	TGMS	SI-9615	01/03/2021	Professional Fees - Godlingston Extension		1,884.00
11/03/2021	Travis Perkins	9292 ALP161	04/02/2021	Heritage Toilets - Tiling	53.90	
11/03/2021		9292 ALP307	08/02/2021	Heritage Toilets - Tiling	1,073.52	
11/03/2021		9292 ALP370	10/02/2021	Depot - General Materials & Equipment	50.70	
31/03/2021		9292 ALQ580	04/03/2021	Spa Beach Huts - Materials	30.81	
31/03/2021		9292 ALR512	22/03/2021	Depot - General Materials & Equipment	16.33	1,225.26
31/03/2021	UNISON	Month 12 Payroll	19/03/2021	Month 12 Deductions - Third parties		794.06
31/03/2021	Zephyr Racing Pennants Ltd.	2100390	04/03/2021	Heritage Square - Flag Pole Maintenance Visit	1,102.50	
31/03/2021		2100390	04/03/2021	TIC - Flag Pole Maintenance Visit	367.50	
31/03/2021		2100390	04/03/2021	Shore Road - Flag Pole Maintenance Visit	1,102.50	
31/03/2021		2100390	04/03/2021	TH - Flag Pole Maintenance Visit	183.74	
31/03/2021		2100390	04/03/2021	BG - Flag Pole Maintenance Visit	183.76	2,940.00
<b>Total of BACS/CHAPS Payments</b>						<b>298,089.73</b>

<b><u>BACS supplier payment issued 11th March 2021</u></b>	144,655.00
<b><u>BACS refunds issued 11th &amp; 12th March 2021</u></b>	4,268.61
<b><u>BACS payroll payments issued 20th March 2021</u></b>	42,340.17
<b><u>BACS refunds issued 17th &amp; 18th March 2021</u></b>	668.25
<b><u>BACS supplier payment issued 31st March 2021</u></b>	104,120.20
<b><u>Grant issued 31st March 2021</u></b>	2,000.00
<b><u>BACS refunds issued 31st March 2021</u></b>	37.50
	<b>298,089.73</b>

<b>Total of Payments</b>	<b>750,343.06</b>
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# AGENDA ITEM 9C)

## Council and Committee Meetings Draft Schedule 2021-2022

	Council Meetings		Committee Meetings						
	Council	Parish Assembly	Planning and Consultation Committee	Policy, Finance & Performance Management Committee	Tourism Committee	Beach Management Advisory Committee	General Operations Committee	Roads & Transport Committee	Personnel Committee
	Monday		Tuesday	Tuesday	Tuesday	Tuesday	Wednesday		
N.B. All Meetings start with fifteen minutes of Public Participation Time	7pm	7pm	6.30pm	9.30am	10.00am	2.15pm	4.30pm	2.15pm	9.30am
Commencing	26* ▲ (Weds)		12						
June			7			9	16	2	
July	12		5	20	6				
August			2						
September	13##		6					22	8
October	25		4			20			27
November			1	2	16		10	24	
December	13		6	7					
2022 January	17# & 31		10						12
February			7	8		23	30	2	
March	14**		7	8					
April	25	11**	4						
May	23* & 25 (Weds) ▲		9						

\* Annual Council Meeting (Election of Mayor)

▲ Final Accounts

# Annual Estimates Meeting

## This Meeting will be held in The Swanage School, Main Hall, High Street

\*\* These Meetings will be held in The Centre, Chapel Lane





Herston Cross House, High St, Swanage, Dorset, BH19 2PQ

## AGENDA ITEM 10)

20 April, 2021

Dr M Ayres  
Town Clerk  
Swanage Town Council  
Town Hall  
High Street  
Swanage  
Dorset BH19 2NZ

Dear Martin

### **Trevor Chadwick Statue**

We have just received plans and CGIs prepared by Dorset Design Build, which are attached, for consideration and hopefully approval by the Swanage Town Council.

I am pleased to say that our project is gaining momentum despite the appeal having been adversely affected by the Coronavirus restrictions.

We are planning a breakout gala concert at the bandstand on Saturday 26 June to not only coincide with the end of lockdown and mid-summer but also to highlight our appeal and raise the profile of Trevor.

We have also just opened a 'pop-up' shop in Station Road which I am pleased to say has proved highly popular.

Our committee will continue to do everything possible to make sure the project is a success.

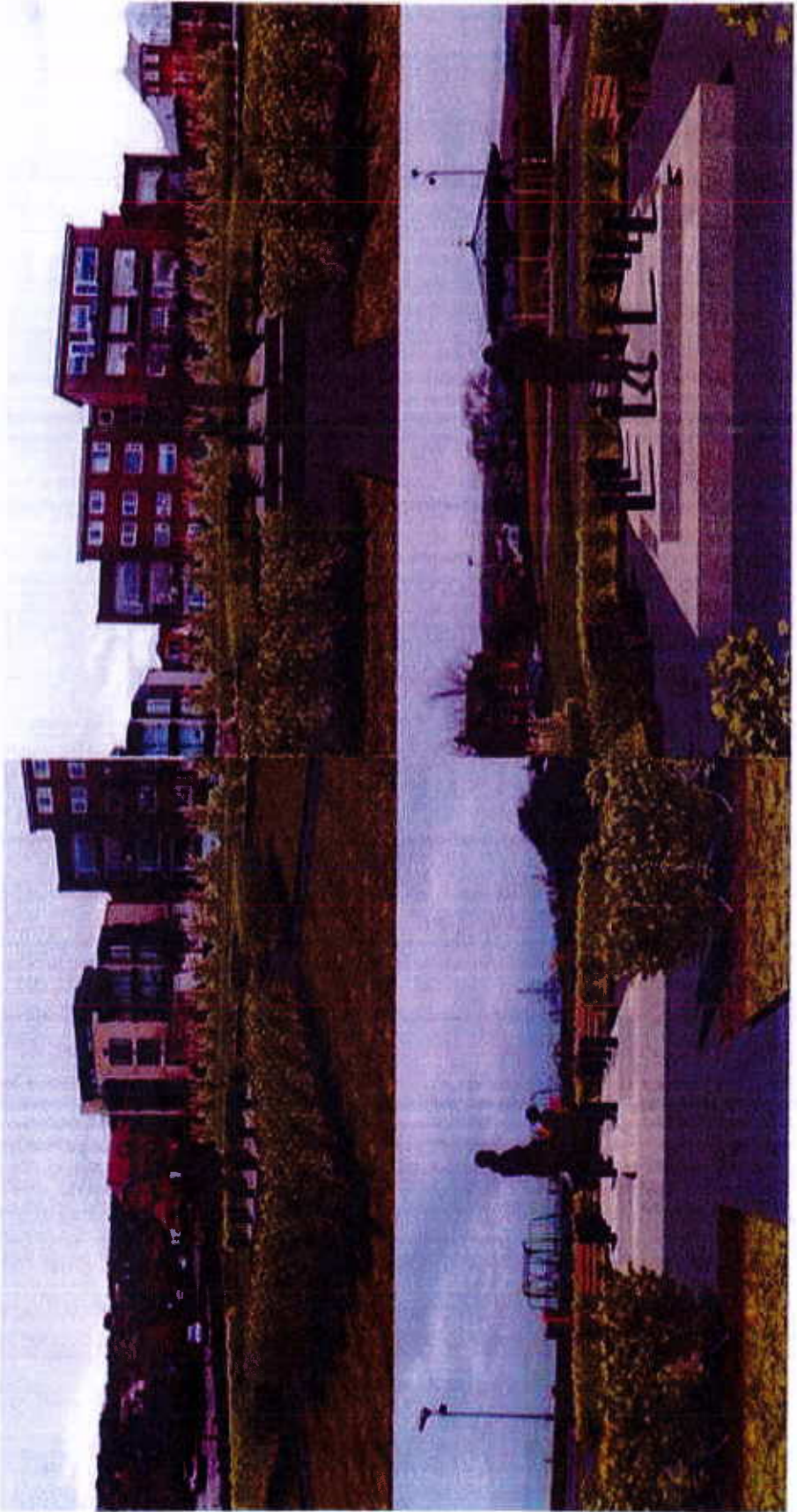
Best wishes

Yours sincerely

**John Corben**  
**Chair - TCMT**

cc Bob Foster, SPDT

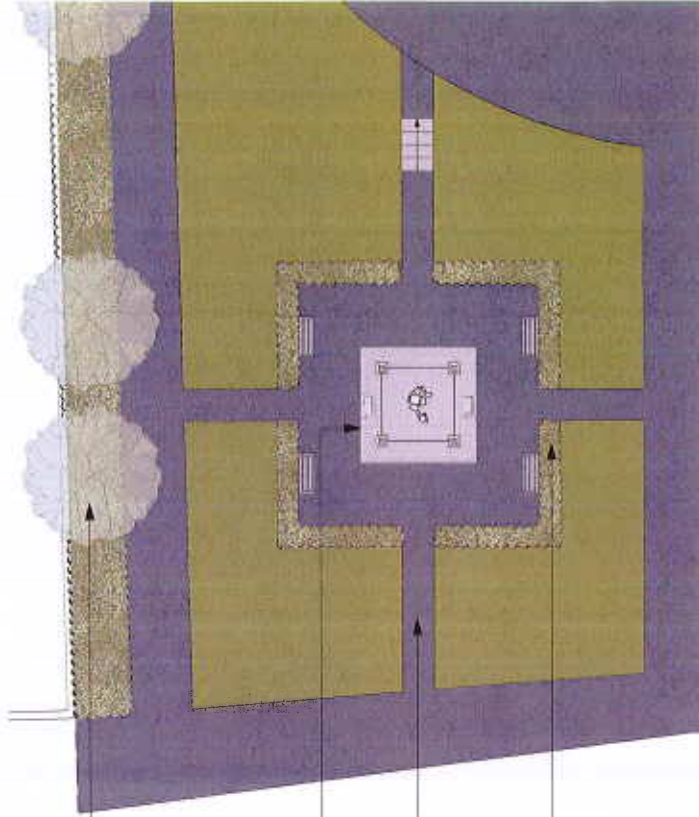






# Trevor Chadwick Memorial - Concept 1

Scale: 1:200



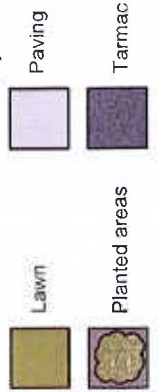
Existing trees

Plinth to be 18"

New tarmac paving to meet with existing to create uniformity within the site

New low level planting to form the perimeter of the memorial

Key



Scale - 1:200 @ A3

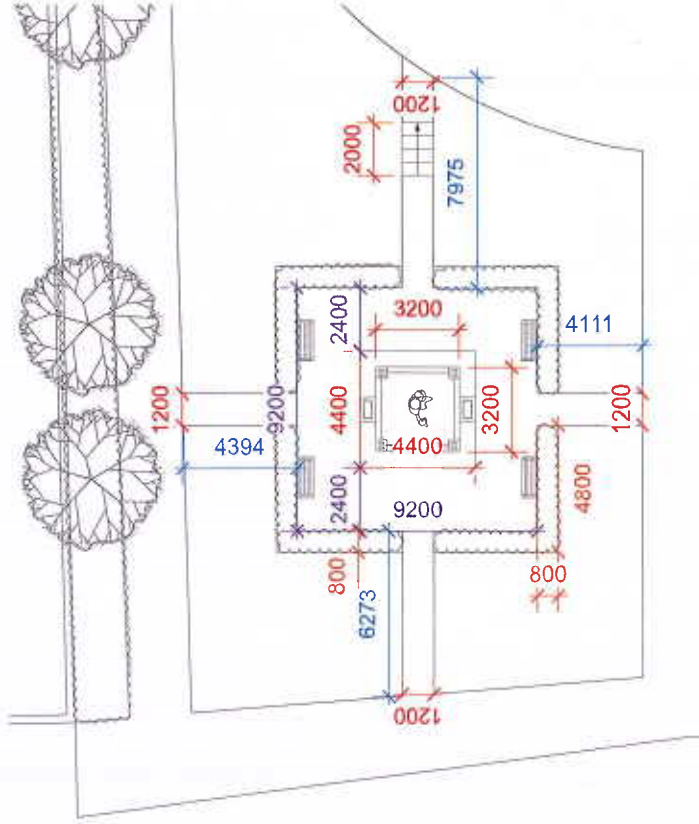


Bronze Trevor Chadwick statue to be installed on a plinth approximately 1ft tall. Plinth to mirror The Swanage War Memorial and to have plaques in a similar style and visually similar metal ratings

Title Trevor Chadwick Memorial - Concept 1		
Drawing Number 001	Drawn By JL	Date 12/03/2021
CAD File Name DDB_Trevor_Chadwick_Memorial_Plan		

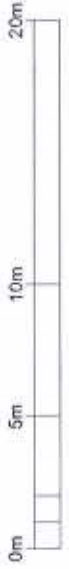
D1 Trevor Chadwick Memorial - Concept 1 Dimension

Scale: 1:200



Bronze Trevor Chadwick statue to be installed on a plinth approximately 1ft tall. Plinth to mirror The Swanage War Memorial and to have plaques in a similar style and visually similar metal railing's

Scale - 1:200 @ A3



Title

Trevor Chadwick Memorial - Concept 1 Dimension

Drawing Number

00D1

Drawn By

JL

Date

14/04/2021

CAD File Name

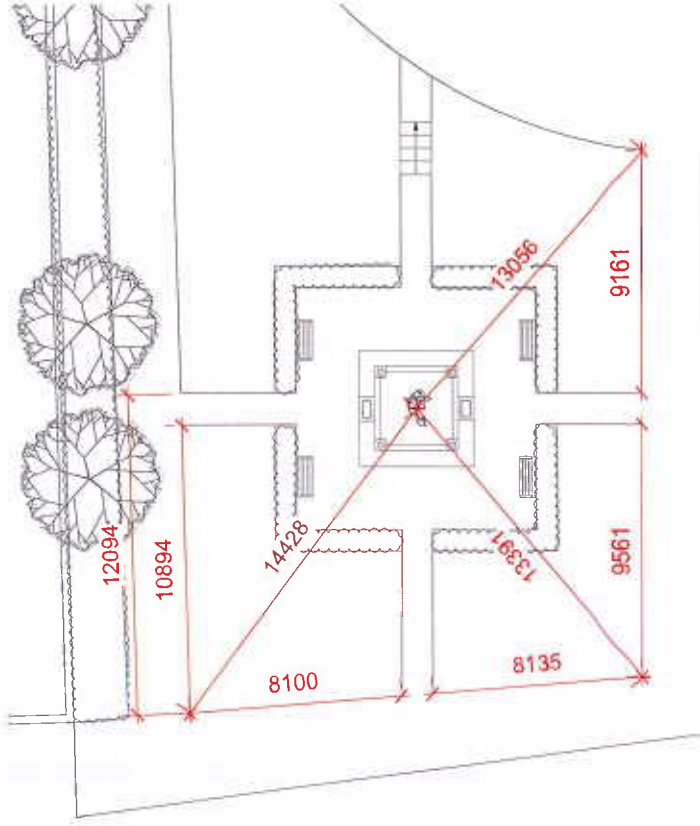
DDB\_Trevor\_Chadwick\_Memorial\_Plan





Trevor Chadwick Memorial - Concept 1 Setting Out 1

Scale: 1:200



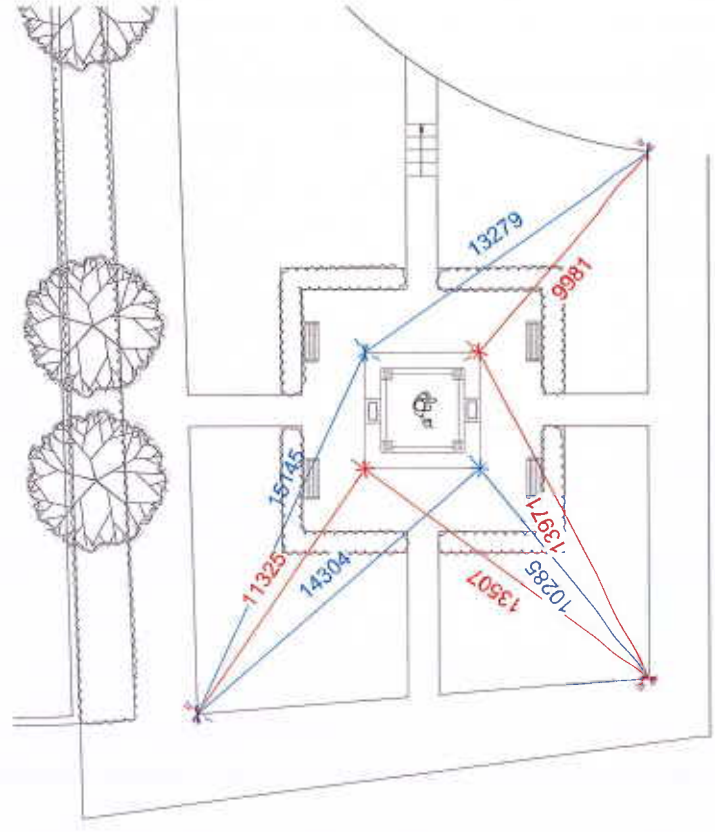
Bronze Trevor Chadwick statue to be installed on a plinth approximately 1.1m tall. Plinth to mirror The Swansea War Memorial and to have plaques in a similar style and visually similar metal railings

Scale - 1:200 @ A3



Title Trevor Chadwick Memorial - Concept 1 Setting Out 1	
Drawing Number 00S01	Drawn By JL
Date 14/04/2021	
CAD File Name DDB_Trevor_Chadwick_Memorial_Plan	





Bronze Trevor Chadwick statue to be installed on a plinth approximately 1ft tall. Plinth to mirror The Swanage War Memorial and to have plaques in a similar style and visually similar metal railings

Scale - 1:200 @ A3			
Title Trevor Chadwick Memorial - Concept 1 Setting Out 2			
Drawing Number 00S02	Drawn By JL	Date 14/04/2021	
CAD File Name DDB_Trevor_Chadwick_Memorial_Plan			

**Beach Gardens – To consider request from Swanage Tennis Club for a financial contribution from Swanage Town Council towards the cost of installing an artificial surface on court 3**

In the summer of 2020 Swanage Tennis Club contacted the Town Council about the possibility of converting court 3 at Beach Gardens to an artificial surface. The background to the Tennis Club's request is set out in a document prepared by the Club, included as Appendix 1. Section 8 sets out the reasons for seeking the upgrade.

In January 2021 the Town Council approved its capital programme for the 2021/22 financial year. This included an allocation of £24,000 to this project, £18,000 of which would be paid by Swanage Tennis Club and other third-party funders.

The Tennis Club has confirmed that it will supply the following funding:

- Tennis Club direct funding: £12,000
- Dorset Council Leisure Development Fund: £4,000
- Dorset Lawn Tennis Association: £2,000

The Lawn Tennis Association funding is dependent on a contract being awarded before the end of September. The Dorset Leisure Development Fund must be spent by June 2022.

Court 3 was last refurbished in the spring of 2010. By way of context, the cost for resurfacing courts 1-3 at that date was £19,850. In 2016 courts 1 and 2 were upgraded to astroturf at a cost of £38,300.

In order to make progress with the project Council is asked to commit £6,000 towards the capital costs. In the capital programme this has been allocated from the Council's Useable Capital Receipts Reserve. The possibility of making the payment from the Community Infrastructure Levy (CIL) reserve has been raised. However, the criteria for this is quite strict. Town and parish councils must use their CIL receipts to support the development of their area, or part of the area, and can fund the following:

- The provision, improvement, replacement, operation, or maintenance of infrastructure needed to support development.
- Anything else that helps to address the demand that new development is placing on their area.

If the Council confirms its capital funding commitment, then the next step will be to appoint a specialist adviser to prepare the specification, carry out the tender process and oversee the contract. The current estimated cost of this work is in the region of £5,000, although the Operations Manager is seeking additional quotes.

In total this would make the Town Council's contribution towards the project £11,000.

The Tennis Club has agreed to continue to make contributions to the Tennis Court Maintenance reserve, in accordance with their licence agreement. This is vitally important and was not done following the improvements to courts 1 and 2 which has resorted in the reserve only now starting to recover.

The document included in the Appendix includes a request for the Town Council to commit to longer-term funding for court improvements. However, officers recommend that consideration of such matters be deferred, pending a review of the annual licence agreement and future



financial arrangements, including in relation to the Pavilion. It is proposed that a meeting of the Sports, Leisure and Wellbeing Working Party be convened in the near future with representatives of both the Bowls and Tennis Clubs.

**Decision required**

To confirm that the Town Council is willing to proceed with the installation of an artificial surface on tennis court 3 at Beach Gardens, contributing £6,000 towards the capital cost.

To consider whether to pay the Council's contribution from the CIL reserve.

To agree to the appointment of a specialist adviser to prepare the specification, carry out the tender process and oversee the contract, at a cost of up to £5,000.

Martin Ayres  
Town Clerk

January 2021

## Appendix 1

### Swanage Tennis Club - Draft Report on Capital Refurbishment & Upgrading of Beach Gardens Community Tennis Courts

#### 1. Purpose of the report

1.1 The Town Council has requested that Swanage Tennis Club consider, in more detail, the annual maintenance and future tennis court refurbishment costs prior to any future capital upgrading projects.

1.2 The tennis club committee has asked that the Members of Swanage Town Council consider allocating £6,000 in the 2021/22 capital programme towards the costs for upgrading court 3 (C3) from a tarmac to Astro turf playing surface.

#### 2. Background

2.1 The Swanage Tennis Club was formed in 1930 as a non profit making organisation registered with the UK Lawn Tennis Association (LTA). The club is based at the public tennis courts in Beach Gardens.

2.2 The club has 125 adult and 71 junior playing members, and a small table tennis club.

2.3 The club's mission statement is, "our club strives to offer the people of Swanage and beyond the opportunity to play tennis, to develop their game, to enjoy the sport and the company of other members". The key aims for the tennis club are; to be as inclusive and welcoming as possible, to create positive social experiences as well as opportunities for competition, to ensure that all ages and abilities are given the opportunity to enjoy tennis at the facilities and to provide everyone with a positive, safe and inclusive environment.

2.4 The role of the tennis club committee is to help and steer the club to achieve these aims.

2.5 The club has a vibrant social section with the aim to provide a mixture of social, competitive and fundraising events and to encourage new ideas to bring members together. The club's social committee aim to provide a consistent fundraising flow to support initiatives such as the junior busary scheme, free tennis activities to the local community, free schools coaching programme and ensuring that the facilities are maintained to a high standard.

2.6 The club has welcomed an LTA Accredited Level 3 coach to the club, in the last three years, to provide a variety of coaching and playing opportunities for all club members and members of the public of all abilities aged from 3 to 80 years.

3. Local Residents and Visitors Usage of the Tennis Courts at Beach Gardens (in a normal year)

Activity	Adult Attendance	Junior Attendance	Comment
Carnival Tournaments	45	20	
Coaching Programme	50		
Public Court Hire	485	44	(estimated)
Schools Festival		150	
Visiting teams	150	60	
Open Days	75	60	
Holiday Camps		30	50% increase this year
<b>Total</b>	<b>805</b>	<b>*364</b>	* In addition, 9 of the local schools have hired the courts from the Town Council

4. 'Licence to Use' Beach Gardens Community Tennis Courts

4.1 The Swanage Tennis Club operates at the Beach Gardens under a 'Licence to Use' agreement with the Town Council. The terms of the licence include making provisions for;

- (i) designating certain times when the tennis club can use the facilities and when the courts are to be kept free for use by members of the public. The club makes an annual payment of approximately £2,500 for this court usage (12.5% + VAT of annual tennis club membership income).
- (ii) annually allocating club funds for the purpose of courts maintenance and upgrading. The sum is £3,600 (inc. VAT) per year.
- (iii) maintaining the floodlighting on courts 1,2, & 3 including payment of associated electricity bills.
- (iv) annually setting aside the sum of £1,800 towards a sinking fund earmarked to cover the costs of replacing the existing floodlighting or expanding onto courts 4 and/or 5 and/or 6 or for improving the tennis courts playing surfaces (Infrastructure Fund).
- (v) the club tennis coach pays a portion of the court hire charge to the Town Council if a non-club member takes part in the coaching programme.

4.2 At the same time the Town Council's obligation is to place the tennis club's payment of £3,600 towards the maintenance of the facilities into a reserve fund earmarked for the ongoing maintenance of the tennis courts (excluding the floodlighting), and is required to use all reasonable endeavours to contribute an equal sum to such a reserve fund each year.



4.3 Therefore, over a period of the next ten years (2020/21 – 2030/31) the tennis court maintenance sinking fund will total £72,000 and over the next 20-year 2020/21 – 2040/41 period will total £144,000.

#### 5. Available Tennis Courts Maintenance Budget (MB Fund)

Year	No. of Years	Budget
2020/21	1	£ 7,200
2020/21 - 2030/31	10	£ 72,000
2020/21 – 2040/41	20	<b>£144,000</b>

5.1 The Infrastructure Funding will similarly total £18,000 and £36,000 over the same period of time.

#### 6. Available Tennis Courts Capital Refurbishment and Upgrading Budget (IF Fund)

Year	No. of Years	Budget
2020/21	1	£ 1,800
2020/21 - 2030/31	10	£ 18,000
2020/21 – 2040/41	20	<b>£36,000</b>

#### 7. Income Generated from the Licence Agreement (IG Fund)

7.1 The Council will receive approximately £26,753 in income from the tennis club over the next 10 years and £59,140 over a 20-year period.

Year	No. of Years	Budget
2018/19	1	£ 2,500 (gross actual)
2019/20 – 2028/29	10	£ 26,753 (gross estimate)
2019/20 – 2038/39	20	£59,140 (gross estimate)

#### 8. Project Proposal – Upgrade Court 3 from tarmac to Astro turf Playing Surface

8.1 The club currently play tennis on two floodlit Astro turf courts (C1 & C2), one floodlit tarmac court (C3) and two further tarmac courts C4 & C5). The tennis club members do use court six (C6), but only when it is free, as members of the public have priority usage of the court at all times.

8.2 The tennis club would like to upgrade the one remaining floodlit tarmac court (C3) to an Astro turf surface. This court is in need of resurfacing so the club would like to take the opportunity to upgrade and improve the overall quality of the tennis courts at Beach Gardens. The proposed improvement will give a further 15 years of good quality playing surface for court 3.

8.3 The club has five adult teams and one junior team that play competitive tennis weekly in the Dorset LTA and AEGON leagues. Therefore, it is important to maintain high quality tennis courts for participating in competitive tennis.

8.4 It has also been reported that conversion of a tarmac court to Astro turf will also provide less impact on the body joints for players, especially hip and knee joints. Therefore, playing tennis on a lower impact surface will improve user's general wellbeing and allow older players to extend their playing careers.

8.5 Such an improvement will provide a high standard of tennis court facilities for the current and future residents of Swanage and surrounding villages. The project will contribute to the Town Council's objectives; (i) encouraging opportunities to participate in sporting, leisure and entertainment activities for both residents and visitors, (ii) developing facilities for sporting, leisure and entertainment activities and (iii) improving the quality of and access to public amenities and open spaces within the environs.

## 9. Project Costs and Proposed Funding Strategy

Proposed Project Expenditure	Cost
Construction of new building	
Internal fixtures and fittings	
Sports Equipment	
Adapt existing building	
Surface and pitch improvements	*# £24,000
Professional fees	

Expenditure continued	Cost
Venue hire	
Equipment hire	
Marketing	
Catering	
Other (specify)	
Other (specify)	
<b>TOTAL PROJECT / EVENT COST</b>	<b>*£24,000</b>

\*Estimated cost allows for VAT payment, inflation and contingency fund

# The works will be tendered via the Town Council, therefore at this stage in the project plans, the company that supplied the estimate will not necessarily be awarded the contract.

Proposed Funding Strategy	Confirmed	Amount
Swanage Tennis Club	YES	£12,000
Dorset Council Leisure Fund	YES	£ 4,000*
Swanage Town Council	Awaiting decision	£6,000
Dorset LTA	Awaiting decision	£2,000
Existing funds		£16,000
Proposed fundraising		£ 2,000
Requested from Swanage Town Council		£ 6,000
<b>TOTAL FUNDING</b>		<b>£24,000</b>

\* The tennis club committee (with a supporting statement from the Town Council) have secured a grant of £4,000 from the Dorset County Council Leisure fund towards the project

## 10. Future Annual Maintenance an Upgrading of Tennis Courts Programme (0 – 20 years)

### 10.1 Current Pre Planned Maintenance Programme

10.1.1 Swanage Town Council's grounds maintenance team regularly make visual inspections of the tennis courts and carry out the general clearance of debris, spray for moss/mildew/mould and power wash the tarmac courts as and when required.

10.1.2 The two Astro turf courts require brushed to keep the sand evenly dispersed, contracted deep cleaning once a year and an annual sand refill of half a ton per 2 courts.

10.1.3 Since the installation of the two Astro courts in 2017 the Council and Tennis Club have externally contracted the deep cleaning and sand refilling at a cost of £3,332 + VAT per year.

## 10.2 Future Pre Planned Maintenance Programme

10.2.1 The tennis club and Town Council staff are currently investigating the costs for undertaking the additional cleaning, sweeping and sand refilling of the two Astro turf courts themselves to save expenditure. Taking into account the purchase of a towed triangular brush (£640 plus VAT), the purchase of sand and staff training, it is envisaged that the annual cost can be decreased to £1,026 + VAT per year. Thus, an estimated saving of £2,000 a year.

10.2.2 These savings will not only cover the additional maintenance costs if Court 3 were to be upgraded to an Astro turf playing surface, but will continue to provide ongoing savings of circa £1,350 per year.

## 11. Future Tennis Court Capital Replacement Funding

11.1 With good pre planned and skilled maintenance of the tennis courts together with a strict adherence to tennis-based activities only on the Astro turf courts the lifespan of the playing surfaces should be approximately 15 years and more.

11.2 Therefore, C1 & C2 will be due for replacing in 2031/32 and C3 in 2036/37. The anticipated costs would be £50,000 and £30,000 respectively.

11.3 An estimated cost for refurbishing the tarmac courts (C4, C5 & C6) would be in the region of £45,000 over the next 20 years.

11.4 The tennis club are setting aside funding to maintain the floodlighting on C1, C2 & C3 every 5 years, however prudent forward planning should allow for replacement at an approximate cost of £30,000 within the period of the next 20 years.

11.5 Thus, the projected 20-year capital upgrading of the tennis courts and floodlighting at Beach Gardens can be funded from the MB Fund and IF Fund provided both the tennis club committee and Town Council set aside the agreed amount every year for the next twenty years.

11.6 At the same time both the tennis club committee and the Town Council officers can explore the opportunities for external grants and any Community Infrastructure Levy (CIL) receipts. The tennis club will actively continue with its members fundraising schemes towards both floodlighting and court upgrading, particularly with a possible extension of the floodlight coverage across all six tennis courts (subject to the necessary permissions).



11.7 Such an expansion of the floodlighting would extend the playing and coaching programme time available in the winter months and provide an extra income earning potential for the Town Council. The tennis club IF Fund can be used fund for any floodlight refurbishment and expansion.

12. Estimated Capital Refurbishment and Upgrading Costs for the next 20 years (2020 – 40) post the upgrading of C3 to Astro turf

Year	Capital project	Cost	Comment
2028/29	Resurface C6	£15,000	
2031/32	Resurface C1 & C2	£50,000	After 15-year lifespan of Astro turf
2032/33	Resurface C4 & C5	£30,000	After 20 year lifespan of tarmac
2036/37	Resurface C3	£30,000	After 15-year lifespan of Astro turf
<b>Total</b>		<b>£125,000</b>	

13. Timescales

13.1 The grant award from Dorset Council is available for a two-year period from July 2020, however the works will need to be tendered via the Town Council process and programmed to be undertaken in autumn 2021 or Spring 2022. This timetable builds in possible 'slippage' in the tendering process and or works programme (availability of selected contractors and weather).

13.2 Therefore, a capital budget of £6,000 will need to be identified in the 2021/22 financial year so that the Town Council and tennis club representatives can start the tendering process in April 2021.

14. Recommendation

14.1 That Members approve a capital sum of £6,000 in the 2021/22 capital programme as partnership funding towards a cost of £24,000 for upgrading tennis court 3 at Beach Gardens from tarmac to an Astro turf playing surface.

14.2 That Members agree that the IF Fund and MB Fund can be used towards any future upgrading and refurbishment of tennis court playing surfaces and floodlighting at Beach Gardens.

14.3 That Members consider provisionally allocating a budget of; £7,500 in 2028/29, £25,000 in 2031/32, £15,000 in 2032/33 and £15,000 in 2036/37 capital programmes as the 'earmarked' MB fund contributions, for the future upgrading and replacement of tennis courts playing surfaces and floodlighting at Beach Gardens community leisure facilities.

## Monthly Council Meeting – Monday 26<sup>th</sup> April 2021

### Agenda Item 13) NHS, Social Care and Frontline Workers' Day 5<sup>th</sup> July 2021

[Online Version](#)



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PSN is proud to be supporting The NHS, Social Care and Frontline Workers' Day event planned for the 5th July 2021 and organised by the Pageantmaster Bruno Peek LVO OBE OPR. We are sharing this in the hope you will help to raise awareness and encourage your staff, students and the public to participate. The aim is to help everyone recognise, celebrate and express gratitude for the crucial contribution of all those working within the frontlines of Health and Social Care. [www.nhsfrontlineday.org](http://www.nhsfrontlineday.org)

#### TOWNS, PARISHES, CITIES AND LOCAL COUNCILS TO LEAD THE WAY IN NHS, SOCIAL CARE & FRONTLINE WORKERS DAY - 5TH JULY 2021

Civic leaders, chairmen and leaders of councils large and small, throughout the United Kingdom, Channel Islands and the Isle of Man, are being encouraged to lead their local communities in remembrance and tribute to those within the NHS, Social Care and key workers, along with members of the public who have sadly passed away due to the Coronavirus pandemic.



We also believe the below provides us all with a wonderful opportunity to celebrate those frontline workers who undertake so much for us all, twenty-four hours a day, seven days a week, fifty two weeks a year, without any thought for their own safety.

- **11AM: The Two Minute Silence.**  
Civic leaders, chairmen and leaders of councils are being encouraged to lead their local communities in this very important element of NHS, Social Care & Frontline Workers Day on 5th July this year, remembering those who have lost their lives due to the current pandemic.
- **1PM: The Nation's Toast to the Heroes of the NHS, Social Care and those that work on the Frontline.**

Civic leaders, chairmen and leaders of councils are being asked to raise a glass of refreshment of their choice, and lead their local communities in this unique toast - "To those who give so much, we thank you."

This action of grateful thanks, has never been undertaken before, and with the Two Minute Silence is being planned along the lines of becoming annual events on 5th July each year - the annual birthday of the NHS.

Those councils taking part are being asked to confirm their involvement on the REGISTRATION page of the events website - [www.nhsfrontlineday.org](http://www.nhsfrontlineday.org) as soon as possible.

All Members of Parliament are also being encouraged to join in from wherever they may be on the 5th July this year.

We do hope that your civic leaders, chairmen or leaders of your council, along with your constituency MP will take part in these two very simple aspects of NHS, Social Care & Frontline Workers Day.

Tel: + 44 (0) 7737 262 913  
[www.nhsfrontlineday.org](http://www.nhsfrontlineday.org)

*Bruno Peek*

Bruno Peek LVO OBE OPR  
Pageantmaster  
NHS, Social Care &  
Frontline Workers' Day



[Online Version](#)

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[here](#)

### Reopening of Council services post lockdown

In the lead-up to the re-opening of the country after lockdown three, there existed some concern around the potential impact of large numbers of visitors descending on the town, in a similar way as occurred last May. During April, this generally failed to materialise, possibly due to the relatively poor weather experienced in this period, although the weekends have been rather busy at times. The crowds are still expected, but this is now anticipated to take place from May.

As part of the preparations during this period, three Seafront Advisors started early in April. Usually, they would start over April and May, but they began their employment early in order to ensure that the town was ready to meet the anticipated demand. These additional hours are funded through a staff underspend at Beach Gardens where the opening hours have been reduced slightly this year.

In addition, officers are working with Dorset Council who are considering funding increased 'beach patrols' using our Seafront Advisors. Currently we have sufficient capacity, in the peak summer, to cover the beach with one Seafront Advisor, generally between 10.00am and 5.00pm. The proposal would see our cover increased to two Seafront Advisors covering the beach from 9.00am to 5.30pm throughout the period. In addition, this fund might provide up to four 'Volunteer Ambassadors' who will act as welcome hosts during the summer, although these would be managed by the Dorset Volunteer Centre. Councillors should note that funding is not yet confirmed for either of these roles, and indeed there are some challenges to overcome before being finalised.

The following services have re-opened since lockdown three was eased.

- Beach Gardens Sports Park including tennis, putting and the kiosk – 2<sup>nd</sup> April (Tennis Club members could use the tennis courts from 29<sup>th</sup> March).
- Beach Huts and the Swanage Information Centre opened on 12<sup>th</sup> April.

Culvin Milmer  
Visitor Services Manager

April 2021





Chief Constable James Vaughan QPM MSt (*Cantab*)  
www.dorset.police.uk

# AGENDA ITEM 18e

Dorset Police  
Force Headquarters  
Winfrith  
DORCHESTER  
DT2 8DZ

Phone: 01202 223727

Email: Chief.Constable@dorset.pnn.police.uk

24 March 2021

Dear Stakeholder

I am writing to update you that Dorset Police, after a review encompassing wide internal and external consultation, has taken the opportunity to revise our operational structure. We are keen to build on the strong partnerships that currently exist and the opportunities presented by the recent restructure of our local government partners to improve the delivery of our services across the whole system.

The aim of the work has been to create a new operating model for the Force which will enable the delivery of the Vision for Dorset Police; this is to provide an outstanding service to people of Dorset.

The new operating model will be built around the creation of two Local Police Areas (LPA's) which are coterminous with Dorset Council and Bournemouth, Christchurch and Poole Council boundaries. The new commands will be led by Chief Superintendent Mark Callaghan for Bournemouth Poole and Christchurch LPA and Chief Superintendent Steve Lyne for the Dorset LPA. Through uplift, our officer numbers will also increase by 180 - 200 new officers by 2023. There will continue to be the strong delivery of central policing functions through a remodelled Crime and Criminal Justice led by Detective Chief Superintendent Ben Hargreaves and Alliance Specialist Operations led by Chief Superintendent Matt Lawler. In addition, we have, after much consideration, decided that it is important to invest in our senior leadership capacity to support and enable enhanced partnership working through the creation of an additional two Superintendent posts within the two new LPA command teams.

These changes to our operating model will be launched during April and you and your teams will receive further information and engagement from ACC Sam de Reya and the Chief Superintendent and Superintendent leads in the coming days and weeks.

Our intention is to strengthen relationships and improve service provision, this is in line with our key Mission through which we will work to ensure: *We keep people safe, We do the right thing, We make a difference and We collaborate.*

This new structure, with an additional investment in our management and leadership structures, will allow Dorset Police to work more effectively with you and other key partners and the communities we serve to deliver improving levels of service across the whole system for public services and protection arrangements. Dorset Police will continue to have discussions with you, as key partners, to ensure we work together for the benefit of the people of Dorset.

Yours sincerely

James Vaughan  
Chief Constable