

Minutes of the **SPECIAL MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on
MONDAY, 19th JANUARY 2015 at 7.00 p.m.

PRESENT:-

Councillor S. Poultney (Deputy Town Mayor) – Chairman

Councillor Mrs. C. Bartlett

Councillor M. Bonfield

Councillor I. Brown

Councillor Mrs. G. Marsh

Councillor M.W. Pratt

Councillor W.S. Trite

Councillor M. Whitwam

Councillor A. Wiggins

In addition to Members of the Council and officers, 13 members of the public attended the Meeting.

Public Participation Time

The following matters were raised during Public Participation Time:-

- Congestion caused by indiscriminate parking in the High Street, particularly whilst Victoria Avenue is closed for essential gas works.
- Gritting procedures during icy weather conditions.
- Planning applications Nos. 6/2014/0710 (4 Hill Road) and 6/2014/0711 (2 Drummond Road).

The Council meeting commenced at 7.30 p.m.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from the Town Mayor and Councillor Miss Harris.

2. **DECLARATIONS OF INTERESTS**

Members were invited to declare their interest under the Code of Conduct as defined by regulations made under section 30 (3) of the Localism Act 2011.

Agenda Item No. 16 (b) – Councillor Trite declared a non-pecuniary interest under the Code of Conduct by reason of being a director of the Swanage Railway Trust.

Agenda Item No. 16 (b) – Councillor Whitwam declared a non-pecuniary interest under the Code of Conduct by reason of being a director of the Swanage Railway Trust.

3. **PLANS**

Under the Code of Conduct, Members declared a formal interest in the capacity of Corporate Trustee of the De Moulham Estate in an application relating to the Trust.

Councillor Mrs. Marsh did not vote on, or propose, or second any of the motions on the following planning applications, by reason of being a Member of the Purbeck District Council's Planning Board.

Delegated Applications

6/2014/0699 **Mr Griffiths-Gay**
Change of use and internal/external alterations to provide one 3 bed flat, one 4 bed flat and one studio flat for holiday letting.
22 Burlington Road, Swanage.
OBSERVATION: No objection, subject to no overlooking of neighbouring properties.

6/2014/0701 **Mr Storer**
New waiting area & new canopy to upper deck servery.
Kiosks, High Street, Swanage.
OBSERVATION: No objection.

6/2014/0705 **AJS Developments**
Demolish existing detached house and garage and erect replacement detached house and garage.
2 Aigburth Road, Swanage.
OBSERVATION: No objection.

Councillor Mrs. Bartlett declared a prejudicial interest under the Code of Conduct by reason of being a friend of the applicant and left the Meeting during consideration of the following item.

6/2014/0707 **Mr T Buck**
Erect single storey front extension with balcony over.
50 Benlease Way, Swanage.
OBSERVATION: Recommend refusal. Concerns expressed regarding overlooking of neighbouring properties and out of keeping with the street scene in this location.

6/2014/0708 **Mrs Pamela Reed**
Install bathroom window to lower ground floor flat.
Flat 19, Springhill House, High Street, Swanage.
OBSERVATION: No objection.

6/2014/0710 **AJS Developments Ltd**
Variation of condition 2 of PP 6/2014/0095 (Variation of condition 2 of PP 6/2011/0029 (Demolish existing garage and erect two dwellings) to allow elevational changes, an increase to the footprint and floorspace of both dwellings, and an increase in height of part of dwelling B) to allow 0.45 metre higher finished floor levels for both dwellings and to provide obscure glazing to the rear-most east elevation window of dwelling A.
4 Hill Road, Swanage.
OBSERVATION: Recommend refusal. Members strongly objected to this retrospective application on the grounds of overdevelopment, it being highly intrusive to neighbouring properties and detrimental to the character of the area. It was recommended that enforcement action be taken, and that the matter be referred to the Planning Committee for consideration as it was felt that the development was a very serious breach of the planning consent previously granted.

- 6/2014/0714 **Mr & Mrs Fawcett**
Reduce the size of the deck & erect a timber planter/panel on part of the existing balustrading fixed in a new position. (Retrospective).
3 Hill Road, Swanage.
OBSERVATION: No comment. Members did not wish to comment on this application as they felt that insufficient information had been supplied, but wished to record their disappointment that another retrospective application had been lodged.
- 6/2015/0001 **Miss J Marrispan**
Extend existing dormer window and internal alterations.
Vine House, Locarno Road, Swanage.
OBSERVATION: No objection.

Non-Delegated Applications

- 6/2014/0685 **Mr Levy**
Demolish existing shop units and garage/storage units. Erect classic car showroom, two shop units and seven flats.
46-48 High Street, Swanage.
OBSERVATION: Recommend refusal. It was considered that this application was wholly out of keeping with the street scene and that its design and use of materials was entirely inappropriate in the Swanage conservation area.
- 6/2014/0711 **Derek Warwick Developments**
Variation of condition 2 of Outline PP 6/2012/0568 (O/A – Demolish existing dwelling and erect 5 detached dwellings with associated parking and garages) to allow revised internal layout and elevational treatment, addition of balconies and revised levels.
2 Drummond Road, Swanage, BH19 2DX.
OBSERVATION: Defer to enable further information to be obtained.

Items for Information Only

The following application was not discussed by the Town Council as it was considered that a conflict of interest existed, given that the Council had retained the freehold of the Holiday Park.

- 6/2014/0703 **Mr M Mason**
Erect decking.
Plot 293, Swanage Bay View Holiday Park, Swanage, BH19 2QS.
- 6/2014/0694 **Mr and Mrs Wood**
Erect front and rear extensions.
3 Battlemead, Swanage, BH19 1PH.
OBSERVATION: No comment, pending possible future discussions by the Town Council as the corporate trustee of the De Moulham Estate Trust.

4. **TREASURY MANAGEMENT STRATEGY AND INVESTMENT STRATEGY 2015/16 to 2017/18**

Consideration was given to the Treasury Management Strategy Statement and Investment Strategy 2015/16 to 2017/18.

Following a brief discussion, it was proposed by Councillor Poultney, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

To receive and adopt the Treasury Management Strategy Statement and Investment Strategy 2015/16 to 2017/18.

5. **SCALE OF FEES AND CHARGES 2015/16**

Further to Minute No. 4 (e) of the Finance and Performance Management Committee meeting held on 8th December 2014, consideration was given to the proposed Scale of Fees and Charges for 2015/16.

It was proposed by Councillor Poultney, seconded by Councillor Mrs Bartlett, and RESOLVED UNANIMOUSLY:-

That the Scale of Fees and Charges for 2015/16 be approved and adopted.

(A copy attached at end of these Minutes).

Further to Minute No. 130 of the Council meeting held on 15th December 2014, reference was made to the annual request from the Swanage Chamber of Trade and Commerce that free parking be made available in Broad Road and Main Beach car parks on each Saturday in December and the first Saturday in January.

It was proposed by Councillor Brown, seconded by Councillor Poultney, and RESOLVED:-

That a policy to allow free parking in Broad Road and Main Beach car parks on each Saturday in December and the first Saturday in January each year be adopted.

It was further RESOLVED:-

To introduce a parking fee of £1.00 per day in the Council's long-stay car parks from 1st to 31st December inclusive.

Consideration was then given to the introduction of a nominal evening charge at Broad Road car park, which may help to ease traffic congestion in the lower High Street.

Following discussion, it was proposed by Councillor Bonfield, seconded by Councillor Brown, and RESOLVED with TWO ABSTENTIONS:-

That a reduced charge of £1.00 be introduced at Broad Road car park between 6 p.m. and 8 a.m. throughout the year.

It was noted that the above resolutions had been incorporated within the amended Scale of Fees and Charges 2015/16.

6. **CAPITAL PROGRAMME PRIORITY SCHEMES**

(a) **Estimated Expenditure 2015/18**

Further to Minute No. 4 (b) of the Finance and Performance Management Committee meeting held on 8th December 2014, consideration was given to the Schedule of Estimated Capital Expenditure for the years 2015/16 to 2017/18.

It was proposed by Councillor Poultney, seconded by Councillor Pratt, and RESOLVED UNANIMOUSLY:-

That the revised Schedule of Estimated Capital Expenditure 2015/2016 to 2017/18 be approved and adopted.

(b) **Priority Capital Programme 2015/16**

Further to Minute No. 4 (b) of the Finance and Performance Management Committee meeting held on 8th December 2014, consideration was given to the Priority Capital Programme 2015/16.

It was proposed by Councillor Poultney, seconded by Councillor Pratt, and RESOLVED UNANIMOUSLY:-

That the revised Priority Capital Programme 2015/16 be approved and adopted.

7. **ESTIMATES BOOK AND PRECEPT 2015/16**

Further to Minute No. 4 (a) of the Finance and Performance Management Committee meeting held on 8th December 2014, detailed consideration was given to the Budget Report, Estimates Book and level of precept to be set for 2015/16.

It was proposed by Councillor Trite, seconded by Councillor Whitwam, and RESOLVED UNANIMOUSLY:-

That the Estimates Book be approved and the level of precept to be levied for 2015/16 be increased by 0.7% to £648,060 (a 0% increase upon household bills).

8. **GRANTS AND DONATIONS 2015/16**

Further to Minute No. 4 (a) of the Finance and Performance Management Committee meeting held on 8th December 2014, consideration was given to the following requests received for grants and donations under section 137 of the Local Government Act 1972.

S. Darrington – Blues & Roots Festival (October 2015)

Proposed by the Councillor Mrs. Bartlett, seconded by Councillor Wiggins, and RESOLVED UNANIMOUSLY:-

That the sum of £300 be donated towards the costs of the Swanage Blues & Roots Festival.

S. Darrington – Blues Festival (March 2016)

Proposed by Councillor Mrs. Bartlett, seconded by Councillor Wiggins, and RESOLVED UNANIMOUSLY:-

That the sum of £300 be donated towards the costs of the Swanage Blues Festival.

Dementia Alliance Action Plan

Proposed by Councillor Poultney, seconded by Councillor Brown, and RESOLVED UNANIMOUSLY:-

That the sum of £700 be donated towards the costs of the Dementia Alliance Action Plan.

Purbeck Art Weeks (PAW) Festival

Proposed by Councillor Mrs. Bartlett, seconded by Councillor Poultney, and RESOLVED UNANIMOUSLY:-

That the sum of £500 be donated towards the costs of the PAW Festival Community Dinosaur project.

Dorset Blind Association

Proposed by Councillor Poultney, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the sum of £300 be donated towards the costs of the Dorset Blind Association.

Swanage Walking for Health Group

Proposed by Councillor Mrs. Bartlett, seconded by Councillor Poultney, and
RESOLVED UNANIMOUSLY:-

That the sum of £100 be donated towards the costs of
the Swanage Walking for Health Group.

Dorset County Council – School Crossing Patrol

Further to Minute No. 4 (a) of the Finance & Performance Management
Committee meeting held on 8th December 2014, it was RESOLVED
UNANIMOUSLY:-

That the Town Council continues to contribute to the
wages costs of providing the Mount Scar school
crossing patrol in 2015/16 at an estimated cost of
£2,411.

Swanage Town & Herston Football Club

The Clerk reported on the recent renewal of the Head Lease with Vodafone for
the communications mast in the grounds of the Swanage Town & Herston
Football Club at an annual rental of £3,950.

It was noted that in the past, the Town Council had, by arrangement, made
periodic donations to the Football Club equivalent at least to the annual rental
received under Section 19 of the Local Government (Miscellaneous Provisions)
Act 1976, and the Football Club had requested that consideration be given to
the continuation of this agreement.

It was proposed by Councillor Poultney, seconded by Councillor Wiggins, and
RESOLVED UNANIMOUSLY:-

To agree the continuation of the current arrangement
with the Swanage Town & Herston Football Club.

9. **SWANAGE PIER TRUST**

A letter dated 15th January 2015 was submitted from the Swanage Pier Trust
updating Members on matters relating to the Swanage Pier Regeneration Project and
Heritage Lottery Bid.

Details of progress of the HLF bid were provided for information, together with
a request for the continued support of the Town Council and grant funding of £5,000
towards Round 2 HLF bid preparation work.

Following a brief discussion, it was AGREED:-

That a letter of support be provided, but that the
question of grant funding be deferred for consideration
at a future meeting of the Council.

10. **STATEMENT OF CASH BALANCE**

A Statement of Cash Balance as at 31st December 2014 was submitted for
information (a copy attached at end of these Minutes).

11. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Bonfield, seconded by Councillor Mrs. Bartlett, and
RESOLVED UNANIMOUSLY:-

That the accounts specified in the Orders on Treasurer
Nos. 10 and 10a, amounting to £180,986.22 and £57,828.69
respectively be paid, and that cheques be drawn therefor.

12. **CAPITAL PROJECTS**

(a) **Tourist Information Centre**

Further to information previously provided regarding the deteriorating condition of the Tourist Information Centre (projected expenditure included in the Council's capital programme for 2016/17 – Minute No. 6 (a) above), it was reported that urgent repairs were now necessary.

Following discussion, it was proposed by Councillor Brown, seconded by Councillor Poultney, and RESOLVED UNANIMOUSLY:-

To authorise the Operations Manager to commission an updated specification of works for the complete refurbishment of the Tourist Information Centre building and that a meeting of the Public Buildings Working Party be convened to consider the Report and options for the possible future relocation of the Tourist Information Centre.

13. **SWANAGE LOCAL PLAN**

It was reported that the public consultation on the Swanage Local Plan scheduled to commence in January 2015 had now been deferred by Purbeck District Council until after the local elections in May 2015.

14. **PUBLIC CONSULTATION**

(a) **Parish Polls**

Consideration was given to a Consultation Document, issued by the Department for Communities and Local Government, on the Government's intentions to modernise parish poll regulations.

During the ensuing discussion, Members fully endorsed the proposals contained in the Consultation Document, with particular mention of paragraph 1.4 on page 9 of the document.

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

To endorse the proposals contained in the Consultation Document and to accept the higher threshold relating to the number of electors required to demand a parish poll.

(b) **Dorset Waste Partnership**

Consideration was given to proposals for possible changes to Dorset's household recycling centres.

During the ensuing discussion, Members acknowledged the need to reduce the cost of the HRCs, but strongly objected to the permanent closure of any of these facilities.

It was proposed by Councillor Trite, seconded by Councillor Mrs. Bartlett, and RESOLVED UNANIMOUSLY:-

To support the retention of all household recycling centres, but to agree to a reduction in the number of weekday openings in order to achieve cost savings.

15. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**

(a) **Items of Information**

- i) Annual Parish Meeting – 9th March 2015.
- ii) In view of the forthcoming local elections, political purdah would commence on 16th March 2015.
- iii) Fish Festival (new event) – 5/7th June 2015.

- iv) It was agreed that an event be held to officially open the new beach huts, and Councillors Mrs. Bartlett, Bonfield and Brown volunteered to progress the matter.

EXCLUSION OF PRESS AND PUBLIC

Proposed by Councillor Poultney, seconded by Councillor Mrs. Marsh, and RESOLVED UNANIMOUSLY:-

That, under Standing Orders Nos. 67 and 68, by reason of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following matters.

16. **SEAFRONT/DOWNS STABILISATION SCHEME**

Further to Minute No. 3 of the Finance and Performance Management Committee meeting held on 31st October 2014, the Clerk reported that the Internal Auditor had agreed to undertake a special review of the Seafront and Downs Stabilisation Scheme.

Consideration was given to draft Terms of Reference for the audit review that had been prepared by the auditor, following which, it was proposed by Councillor Bonfield, seconded by Councillor Mrs. Marsh, and RESOLVED UNANIMOUSLY:-

That the Terms of Reference for the audit review of the Seafront and Downs Stabilisation Scheme be approved.

17. **LEGAL ISSUES**

(a) **Seafront Kiosk**

Further to Minute No. 13 (a) of the Policy and Planning meeting held on 17th November 2014, the Clerk updated Members on matters arising from the lease negotiations.

Following discussion, it was proposed by Councillor Poultney, seconded by Councillor Bartlett, and RESOLVED UNANIMOUSLY:-

That a request for a three-month rent free period at the start of the lease be approved.

Requests had also been received for the allocation of a parking space in the Residents' Car Park and permission for tables on the 'amphitheatre area' adjacent to the kiosk.

Further discussion ensued, following which, it was proposed by Councillor Poultney, seconded by Councillor Mrs. Bartlett, and RESOLVED UNANIMOUSLY:-

That the request for the allocation of a parking space in the Residents' Car Park be deferred, and that a site visit be held prior to determining the request for permission to place tables on the 'amphitheatre area' adjacent to the kiosk.

Further to their declarations of interest under Minute No. 2, Councillors Trite and Whitwam left the meeting during consideration of the following item.

(b) **Swanage Railway**

Further to Minute No. 142 (a) of the Council meeting held on 5th January 2015, it was reported that clarification had yet to be received from Swanage Railway Trust in relation to the request for permission to create foot access to the loco

shed area by moving the main foot access from the north side of Northbrook Road bridge to the west end of the loco shed.

18. **CAPITAL PROJECTS**

(a) **Town Hall Ceilings**

Further to Minute No. 9 (b) of the Policy and Planning meeting held on 17th November 2014, consideration was given to a report provided by the Council's professional advisers regarding the tenders received for the ceiling repairs and associated works at the Town Hall.

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

That the quotation submitted by Davis for Building in the sum of £42,730 plus VAT for the ceiling repairs and associated works at the Town Hall be accepted.

The meeting concluded at 9.50 p.m.
