

Minutes of the **ANNUAL MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on
MONDAY, 18th MAY 2015 at 7.00 p.m.

PRESENT:-

Councillor S. Poultney – Chairman

Councillor J.M. Bishop
Councillor M.P. Bonfield
Councillor Mrs. C. Finch
Councillor Mrs. G. Green
Councillor Mrs. A. Harris
Councillor Mrs. G.A. Marsh
Councillor T.J. Morris
Councillor G.M. Suttle
Councillor W.S. Trite
Councillor M. Whitwam

In addition to Members of the Council and officers, 29 members of the public attended the Meeting.

Councillor Poultney welcomed Father Tony Delsink, who offered a short prayer before the commencement of the Meeting.

Public Participation Time

The following matters were raised during Public Participation Time:-

- Appreciation expressed of the sterling work undertaken by the previous Council and congratulations extended to the new members on their success in the recent election.
- Matters raised with officers/members during the previous 18 months that was considered by a member of the public to have not been adequately addressed.
- A request that ‘Proposals for future gas drilling at California Quarry’ be re-instated as a regular item on the Council’s monthly agenda, and whether any ‘emergency strategy’ was in place if the drilling is progressed.
- Issues previously raised regarding Panorama Road.
- Installation of defibrillator on outside of Maritime Coastguard building at North Beach car park.
- Retiring members of the previous Council wished to record their thanks for the help and dedication given by the Town Clerk and staff at the Town Hall, the Operations Manager and outside workforce, and the Tourist Information Centre Supervisor and staff at the TIC during their Term of Office.

As outgoing Vice Chairman and Deputy Mayor, Councillor Poultney opened the Council Meeting at 7.15 p.m.

1. **APPOINTMENT OF TOWN MAYOR**

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

That Councillor Steven Poultney be appointed Town
Mayor for the ensuing year.

Councillor Poultney completed the Statutory Declaration of Acceptance of Office, and was honoured to accept the appointment.

Councillor Poultney then gave a brief summary of projects/issues and achievements of the Town Council during the past year, and on-going matters that it was hoped to progress during the forthcoming year. These included:-

- Provision of changing facilities at Forres Field.
- Re-location of the Town Council's depot.
- Improvements to the bowls/tennis facilities at Beach Gardens.
- Introduction of a wireless amplification system in the Council Chamber.
- Review process for consideration of planning applications (as consultee).
- Swanage Local Plan, including expansion of town centre retail space and health care facilities.
- Provision of affordable homes for local people and key workers.

Finally, in accepting the appointment, Councillor Poultney expressed his appreciation of the support given to him by the Town Mayor (Councillor Mrs Ali Patrick), his fellow Councillors, and officers and staff, during his Term as Deputy Mayor. He also thanked his wife, Gill, for her support and understanding, and requested that his daughter-in-law, Michelle Poultney, undertake the role of Mayoress during the forthcoming year. On her acceptance, he presented Michelle with the Badge of Office. Councillor Poultney then made specific mention of the help and assistance given to him by Mrs. Linda Burgess in her role as Mayor's Secretary.

2. **DECLARATIONS OF OFFICE**

The Town Clerk reported that the Statutory Declarations of Office had been completed by all Councillors.

3. **APPOINTMENT OF DEPUTY TOWN MAYOR**

Proposed by Councillor Whitwam, seconded by Councillor Suttle, and
RESOLVED UNANIMOUSLY:-

That Councillor Michael Peter Bonfield be
appointed Deputy Town Mayor for the ensuing
year.

Councillor Bonfield completed the Statutory Declaration of Acceptance of Office, and was pleased to accept the appointment.

4. **DECLARATIONS OF INTEREST**

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, and requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.

Agenda Item No. 13 – Councillor Bishop declared a disclosable pecuniary interest under the Code of Conduct in planning application No. 6/2015/0257 by reason of building work having been carried out by the applicant on property in his ownership.

5. **APOLOGIES**

An apology for her inability to attend the Meeting was received from Councillor Mrs. Lejeune by reason of a long-standing family commitment.

6. **REPRESENTATIVES ON OUTSIDE BODIES**

Proposed by Councillor Suttle, seconded by Councillor Trite, and RESOLVED UNANIMOUSLY:-

That the following appointments of representatives to outside bodies be approved:-

Dorset Association of Parish & Town Councils	Councillor Mrs Marsh & the Town Clerk
Swanage Youth Centre	Councillors Mrs Green, Mrs Harris & Mrs Lejeune
Swanage Childrens' Centre	Councillors Mrs Green, Mrs Harris and Mrs Lejeune
Dorset Coast Forum	Councillors Mrs Marsh
Swanage Pier	Councillors Mrs Marsh & Whitwam
Citizens Advice Bureau	Councillor Morris
Swanage Town & Community Partnership	Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) & Councillors Bishop & Mrs Finch
Swanage Pub Watch	Councillors Mrs Harris & Whitwam
Dorset Age Partnership	Councillor Mrs Green & Mrs Harris
Purbeck Transport Action Group	Councillor Whitwam
Swanage Regatta & Carnival	Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) & Councillor Mrs Finch
Swanage Museum	Councillors Mrs Green & Whitwam
Swanage Local Plan	Councillor Bonfield (Deputy Mayor) & Councillors Trite & Whitwam
Purbeck Rail Partnership	Councillor Whitwam

7. **APPOINTMENT OF COMMITTEES**

Proposed by Councillor Mrs Harris, seconded by Councillor Mrs Green, and RESOLVED UNANIMOUSLY:-

That the following appointments be made to the Committees:-

Tourism

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Mrs Finch, Mrs Green, Mrs Marsh, Morris, Suttle, Trite and Whitwam.

Transport Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Mrs Lejeune, Morris, Trite and Whitwam.

General Operations Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Mrs Finch, Mrs Green, Mrs Harris, Mrs Lejeune and Mrs Marsh.

Personnel Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Mrs Lejeune, Morris, Suttle and Trite.

8. **APPOINTMENT OF COMMITTEE CHAIRMEN AND FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

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

That appointments of Chairman to the respective Committees be made as follows:-

Tourism Committee

Chairman – Councillor Suttle

Transport Committee

Chairman – Councillor Whitwam

General Operations Committee

Chairman – Councillor Bishop

Personnel Committee

Chairman – Councillor Trite

Finance and Performance Management Committee

(To consist of the Mayor, Deputy Mayor and Chairman of each of the Council's Standing Committees).

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Bishop, Suttle, Trite and Whitwam.

It was RESOLVED:-

That the Town Mayor be appointed Chairman of the Finance and Performance Management Committee.

9. **MEMBERSHIP OF WORKING PARTIES**

Proposed by Councillor Trite, seconded by Councillor Mrs Green, and RESOLVED UNANIMOUSLY:-

That the following appointments to Council Working Parties be approved.

Public Conveniences

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Mrs Finch and Mrs Green.

Cemetery Matters

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Mrs Green and Mrs Marsh.

Allotments

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop and Mrs Green.

Boat Park

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillor Mrs Marsh.

Waste Management

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop and Mrs Finch.

Public Buildings Review

Councillor Poultney (Town Mayor) and Councillor Bonfield (Deputy Mayor).

CCTV

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillor Whitwam.

Seafront Enhancement

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Mrs Finch, Mrs Lejeune, Mrs Marsh, Morris and Trite.

Town Centre Redevelopment

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Mrs Finch, Mrs Green, Mrs Harris, Mrs Lejeune, Morris, and Whitwam.

Sporting Facilities

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop and Mrs Lejeune.

Relocation of Depot

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop and Mrs Lejeune.

Panorama Road

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop and Whitwam.

10. **ANNUAL MEMBERSHIP SUBSCRIPTIONS**

Consideration was given to membership subscriptions paid annually.

It was proposed by Councillor Morris, seconded by Councillor Mrs. Finch, and
RESOLVED UNANIMOUSLY:-

That the following annual membership
subscriptions be paid:-

	Renewal Date
Dorset Assn. of Parish & Town Councils	1 st April
Institute of Cemetery & Crematorium Management	1 st April
British Destinations	1 st April
LAVAT	1 st April
Society of Local Council Clerks	1 st June

South West Councils	1 st June
National Assn. of Allotment and Leisure Gardens	18 th September
National Association of Memorial Masons	1 st December
Fields in Trust	1 st February
Local Council Advisory Service (Zurich)	1 st February

11. **CALENDAR OF MEETINGS 2015/16**

A schedule of meetings for 2015/16 was submitted for consideration.

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

That the schedule of meetings for 2015/16 be approved, subject to review of the Council's Committee structure.

12. **MINUTES**

(a) Proposed by Councillor Morris, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Minutes of the Monthly Meeting of the Council held on 20th April 2015 be approved as a correct record and signed.

13. **PLANS**

Under the Code of Conduct, Members declared a formal interest in the capacity of Corporate Trustee of the De Moulham Estate Trust in applications 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 Committee.

Delegated Applications

6/2015/0209 **Mr Yates**

Erect single storey rear extension.
63 Ulwell Road, Swanage.

OBSERVATION: No objection.

6/2015/0215 **Mr & Mrs J Aldridge**

Raise roof height and insert first-floor extension to provide additional storey to dwelling

76 Priests Road, Swanage.

OBSERVATION: No objection.

6/2015/0217 **Dorset County Council**

Demolish existing temporary classroom and erect new modular nursery building.

Swanage First School, Mount Scar, Swanage.

OBSERVATION: No objection.

- 6/2015/0221 **Mr & Mrs Honess**
Install external staircase.
30A Bell Street, Swanage.
OBSERVATION: No objection.
- 6/2015/0234 **Mr J Hutchins**
Erect rear balcony/terrace.
70 High Street, Swanage.
OBSERVATION: No objection.
- 6/2015/0235 **Mr M Wickens**
Erect rear balcony/terrace.
72 High Street, Swanage.
OBSERVATION: No objection.
- 6/2015/0240 **Mr Robin Field**
Create vehicular access and erect garage. (Revised scheme).
Taunton Road (land to rear of 19 Cluny Crescent), Swanage.
OBSERVATION: No objection, subject to no future use of the building for residential purposes.
- 6/2015/0247 **Mr & Mrs S Deas**
Demolish and replace existing semi-detached dwelling.
18 Ballard Estate, Swanage.
OBSERVATION: No objection, subject to no extension to the building line to the rear of the property and receipt of an appropriate cliff stability report.

Further to his declaration of interest under Minute No. 4, Councillor Bishop left the Meeting during consideration of the following item.

- 6/2015/0257 **Mr N Wright**
Install gable window and insert three additional rooflights, alterations to existing gables and chimney stack. Modify vehicular access.
170 High Street, Swanage.
OBSERVATION: No objection.

Non-Delegated Application

- 6/2015/0196 **Nylo Homes Ltd**
Amended Application
Convert and extend existing dwelling to form 5 self-contained flats and erect detached house with associated parking; form new vehicular and pedestrian access.
24 Cluny Crescent, Swanage.
OBSERVATION: No objection to the conversion. Recommend refusal for the detached house on the grounds of overdevelopment and out of keeping with the street scene.

Items for information only

6/2015/0213 **Dr B Bennett**

Erect replacement garage.
2 Rabling Road, Swanage.

OBSERVATION: No comment, pending possible future discussions by the Town Council as the corporate trustee of the De Moulham Estate Trust.

14. **AUTHORISATION OF SIGNATORIES**

Proposed by the Town Mayor, seconded by Councillor Suttle, and
RESOLVED UNANIMOUSLY:-

To re-affirm the appointment of the Town Mayor,
Deputy Mayor and Councillor Mrs. Marsh as
authorised signatories in respect of the Town
Council's bank accounts and associated financial
transactions.

15. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30th April 2015 was submitted for
information (a copy attached at end of these Minutes).

16. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in the Orders on Treasurer
Nos. 2 and 2a, amounting to £62,590.90 and £50,456.29
respectively be paid, and that cheques be drawn therefor.

12. **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor reported on the following matters:-

- (a) The launch of the Swanage Area Dementia Friendly Community was scheduled to take place at Swanage Library on Thursday 21st May 2015 between 10.30 am to 2.30 pm, and the Mayor encouraged as many people as possible to support this very worthwhile initiative.
- (b) The Mayor announced that he had chosen to support the Swanage Coastguards in their quest to raise funds for the installation of a defibrillator on the Station building. Any additional funds raised would be donated to the Ghurka Welfare Trust.

13. **REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

- (a) Councillor Whitwam reported that he had attended a recent meeting of 'Pub Watch' at which it was reported that Dorset Police had not been required to attend any serious incidents during the past month.

14. **REPORTING OF DELEGATED MATTERS**

There were no delegated matters to report at the present time.

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

Items of Information

- (a) Availability of superfast broadband in Swanage was imminent.
- (b) Requirement to upgrade water supply at Sandpit Field.

Matters for Forthcoming Agendas

Transport Committee

- (a) Possible introduction of electric car charging points in Council car parks.
- (b) Review traffic flow in Church Hill.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Town Mayor, seconded by Councillor Bonfield, and
RESOLVED UNANIMOUSLY:-

That, under Standing Order No. 1) c), by reason of the confidential nature of the business to be transacted, and its relationship to the financial business affairs of the individual concerned, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following matters.

16. **LEGAL ISSUES**

(a) **Transfer of Water Tax and Boat Hire Concession**

The Clerk reported on matters relating to the transfer of the water tax and boat hire concession.

Following discussion, it was proposed by the Town Mayor, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That, having regard to the impending start of the summer season, the transfer of the water tax and boat hire concession from Mr M Slater to Mr S Hill be approved, to operate under licence for one summer season only.

The meeting concluded at 8.10 p.m.
