

Minutes of the **MONTHLY MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on
MONDAY, 26th OCTOBER 2015 at 7.00 p.m.

PRESENT:-

Councillor S. Poultney – Chairman

Councillor J.M. Bishop

Councillor M.P. Bonfield

Councillor C. Finch

Councillor G. Green

Councillor A. Harris

Councillor A. Lejeune

(from 7.30 p.m.)

Councillor G.A. Marsh

Councillor T.J. Morris

Councillor W.S. Trite

Councillor M. Whitwam

In addition to Members of the Council and officers, 14 members of the public attended the Meeting.

In the absence of a clergyman, Councillor Marsh offered a prayer before the commencement of the Meeting.

Before opening the meeting for Public Participation, Councillor Poultney welcomed Mr. Simon Williams and Mr. Ben Adeney, from the Swanage Pier Trust, and invited them to make a short presentation on the future proposals for the regeneration of the Pier, and to give an update on the application made to the Heritage Lottery for funding towards the cost of the project.

Public Participation Time

Prior to the commencement of Public Participation Time, the Mayor welcomed members of the public to the Meeting, and gave a brief summary of the format of Public Participation Time, which would be conducted in accordance with the Town Council's Standing Orders.

The following matters were raised during Public Participation Time:-

- Concerns expressed at the lack of response from some local authorities in Dorset regarding the proposals for oil/gas drilling at California Quarry.
- Dirty condition of Commercial Lane between Commercial Road/Institute Road, and the road at the rear of The Parade.
- Installation of new signage on Panorama Road, and subsequent difficulties experienced by contractors when undertaking grass cutting and verge maintenance in the vicinity.
- Concerns expressed regarding the proposal to implement changes to traffic flow and road layout along Shore Road.

The Mayor opened the Council Meeting at 7.30 p.m.

126. **APOLOGIES**

An apology for his inability to attend the Meeting was received from Councillor Suttle.

127. **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.

It was proposed by the Town Mayor, seconded by Councillor Morris, and RESOLVED:-

That dispensation to participate in the budget setting and agreement of precept be granted to the following named Councillors until May 2019:-

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

128. **MINUTES**

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

That the Minutes of the Monthly Meeting of the Council held on 24th August 2015 be approved as a correct record and signed.

129. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel Committee held on 28th September 2015 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

130. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 5th October 2015 be approved as a correct record and signed.

131. **TRANSPORT COMMITTEE**

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

That the Minutes of the Meeting of the Transport Committee held on 14th October 2015 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

132. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

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

133. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Marsh, seconded by Councillor Green, and
RESOLVED UNANIMOUSLY:-

That the accounts specified in the Orders on Treasurer Nos. 7 and 7a, amounting to £138,734.72 and £62,859.74 respectively be paid, and that cheques be drawn therefor.

134. **CONCLUSION OF AUDIT 2014/15**

The Annual Return in respect of the audit for 2014/15 was submitted from BDO LLP (the Council's external auditor), together with a Report on the issues arising from the audit.

It was noted, with satisfaction, that no significant issues of concern had been raised by the auditors. Minor matters raised related to the Asset Register and the Bank and Investments, together with the annual reminder to the Council to implement the recommendations made by the internal auditor.

It was proposed by the Town Mayor, seconded by Councillor Harris, and
RESOLVED UNANIMOUSLY:-

That the Annual Return in respect of the audit for 2014/15 be approved and accepted, and that the content of the matters arising report be referred for consideration at the next meeting of the Policy, Finance and Performance Management Committee.

135. **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor reported that he had attended the following events during the past month:-

- Swanage Action for Refugees Meeting.
- The League of Friends of Swanage Hospital Annual General Meeting.
- Chairman's Networking Meeting at Purbeck District Council.
- Perenco Community Meeting.
- Meeting of the Traffic Flow Working Party.
- Meeting of the Purbeck Development Trust.
- Eileen Hayes' 100th Birthday Party.

136. **CALIFORNIA QUARRY – PROPOSED OIL/GAS DRILLING**

Further to Minute No. 98 of the Council meeting held on 24th August 2015, the Clerk updated those present on the progression of matters highlighted in Minute No. 98 a), b), c) and d) relating to Panorama Road and the proposed oil/gas drilling at California Quarry.

A detailed Briefing Note had been circulated to all Councillors prior to the Meeting and was available to members of the public if they so wished via the Council's website.

In approving the actions taken to date, Members wished to record their appreciation of the sterling work undertaken by the Town Clerk in this matter.

137. **SEAFRONT AND DOWNS STABILISATION SCHEME – INTERNAL AUDITOR’S REPORT**

Further to Minute No. 3 of the Policy, Finance and Performance Management Committee meeting held on 5th August 2015, consideration was given to the Council’s Internal Auditor’s Report on the procedures followed in procuring and managing the contract for the stabilisation works.

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

That the Internal Auditor’s Report be accepted.

138. **VARIATION OF PREMISES LICENCE – CABIN BEACH CAFÉ**

Consideration was given to an application submitted to Purbeck District Council for a Variation of the Premises Licence granted in respect of the Cabin Beach Café at North Beach.

Members noted the application and licensing objectives, but did not wish to make any further comments in respect of the Variation of the Premises Licence.

139. **GRANT APPLICATIONS**

(a) **Purbeck Arts Weeks**

Consideration was given to a request received from Purbeck Arts Weeks (PAW) seeking a contribution towards the ‘Swirls of Fish’ clay mural project for Swanage seafront.

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

That the sum of £500 be donated under Section 137 of the Local Government Act 1972 towards the costs of the PAW Festival ‘Swirls of Fish’ project.

140. **SWANAGE IN BLOOM**

Reference was made to the outstanding floral displays in Wareham throughout the summer season, and Members commended the hard work of the ‘Wareham in Bloom’ Committee. A group of Town Councillors felt that similar floral displays in Swanage would enhance the town centre, and requested that consideration be given to resurrecting ‘Swanage in Bloom’.

Following discussion, it was proposed by Councillor Lejeune, seconded by Councillor Green, and RESOLVED UNANIMOUSLY:-

That an approach be made to the ‘Wareham in Bloom’ Committee seeking help and guidance in resurrecting ‘Swanage in Bloom’.

141. **BEACH HUTS FOR ‘POP UP SHOPS’**

Consideration was given to a suggestion that some beach huts on Shore Road be made available for use as shops for the sale of local crafts during the shoulder/winter months.

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

That a Working Party be set up, consisting of Councillors Bonfield and Green, and the Town Clerk, Operations Manager, and the acting Tourist Information Centre Supervisor, with delegated authority to progress the matter.

142. **STAFFING MATTERS – NON-CONSOLIDATED PAYMENT**

Further to Minute No. 7 (a) of the Personnel Committee held on 28th September 2015, Members expressed their appreciation of the hard work and dedication shown by the Council's employees.

Discussion ensued, during which it was noted that the current projections showed an approximate underspend of £58,000 in employee costs against budget, due to posts remaining vacant and the inability to fill some seasonal posts.

In recognition of the continued outstanding service in the context of ongoing staff vacancies, it was proposed by the Town Mayor, seconded by Councillor Trite, and **RESOLVED UNANIMOUSLY:-**

To make a one-off payment of £225 to each of the Council's permanent employees (26) in recognition of their outstanding service in the current year.

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

- (a) Councillor Whitwam reported that he had attended a meeting of the Purbeck Transport Action Group, at which those present had been updated on changes to the winter timetable affecting the No. 40, 44 and 50 bus services to Poole and Bournemouth.
- (b) Councillor Marsh reported that she had attended a recent meeting of the DAPTC Larger Councils at Colehill Memorial Hall.
- (c) Councillor Lejeune reported on a recent discussion with representatives of the Swanage Town & Community Partnership regarding the future of the Bandstand on the Recreation Ground.
- (d) Councillor Finch reported that she had attend the Dorset Tourism Awards 2015 at Bovington Tank Museum, and was delighted to report on the success of the Wareham and Swanage Tourist Information Centres in achieving Silver and Bronze Awards respectively.

144. **REPORTING OF DELEGATED MATTERS**

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

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

(a) **Items of Information**

- i) Councillor Trite reported that, in his capacity of County Councillor, he was actively pursuing the introduction of an advisory 20 mph speed restriction on the High Street in the vicinity of St. Marks and the Swanage School with the Highways Department of Dorset County Council.
- ii) The Final Recommendations in respect of the Electoral Review of Dorset had been received from The Local Government Boundary Commission for England.

EXCLUSION OF PRESS AND PUBLIC

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

That, under Standing Order No. 1) c), in the public interest, the press and public be excluded from the Meeting in view of the confidential nature of the business to be transacted under agenda item 19 (in relation to legal matters regarding the Swanage Bay View Holiday Park Business Sale Agreement and the rear service lane at Gannetts Park) and item 20 (in relation to contractual matters relating to the Skate Park, the Boat Park and the Seafront/Downs Stabilisation Scheme).

146. **LEGAL ISSUES**

(a) **Swanage Bay View Holiday Park – Business Sale Agreement**

Further to Minute No. 124 (a) of the Council meeting held on 28th September 2015, the Clerk updated Members on legal matters relating to the indemnity clauses contained in the business sale agreement.

It was noted that the Working Party, appointed by the Council under Minute No. 83 a) of the Council meeting held on 27th July 2015, was keeping the matter under review and would report further to a future meeting.

(b) **Gannetts Park – Rear Service Lane**

Consideration was given to a request received from the owners of 17 Gannetts Park to formalise a legal right of access from the rear service lane to their property, and subsequent advice received from the Council's valuer.

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

To accept the advice received from Mr. Graham Thorne (the Council's valuer) and to instruct him to act on the Council's behalf to achieve the best possible negotiated settlement in respect of the fee for access rights from the rear service lane to 17 Gannetts Park.

147. **CONTRACTUAL MATTERS**

(a) **Skate Park**

The Clerk reported on tenders received for the supply and installation of additional equipment at the Skate Park.

During the ensuing discussion, it was noted that funding for the equipment was being met by the Y-Axis Skate Park, and Members acknowledged the sterling work undertaken by Lorna Haines in her fundraising pursuits.

It was proposed by the Town Mayor, seconded by Councillor Bonfield, and RESOLVED:-

That the Town Clerk be given delegated authority to consider the tenders received for the supply and installation of additional equipment at the Skate Park, and to take appropriate steps for the award of the contract.

(b) **Boat Park**

Following a recent telephone conversation with the Project Manager of the RNLI boathouse, the Clerk gave a brief update on matters relating to the proposed slipway repairs and jetty extension at the Boat Park.

A further update would be given at a future meeting of the Council.

(c) **Seafront/Downs Stabilisation Scheme**

The Clerk presented a Report submitted by Morgan Carey following a 12 months defects rectification period inspection of the Downs/Seafront Stabilisation works.

Members noted the Report and approved the action being taken by Morgan Carey in following up the issues highlighted.

The meeting concluded at 8.45 p.m.
