

Minutes of the **Zoom Meeting** of the
CAPITAL PROJECTS SUB-COMMITTEE
held **4.15 p.m.** on **WEDNESDAY 28th APRIL 2021**

Present: -

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

Also present:

Councillor T. Foster
Councillor M. Whitwam

Martin Ayres – Town Clerk
Cara Johnston – Operations Administration Officer
Culvin Milmer – Visitor Services Manager (from 4.40 p.m.)
Gail Percival – Operations Manager

1. Apologies

No apologies were reported to the meeting.

2. Declarations of Interest

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with paragraphs 9 – 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011.

Councillor Tomes declared a disclosable pecuniary interest in Agenda item 10 by reason of owning a property affected by this matter.

3. To approve, as a correct record the Minutes of the Meeting of the Capital Projects Sub-Committee held on 24th February 2021

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

That the Minutes of the Meeting of the Capital
Projects Sub-Committee held on 24th February
be approved as a correct record.

4. Godlingston Cemetery Extension

The Operations Manager reported that seven compliant tenders for the project had been received and evaluated by the appointed consultants, TGMS. It was noted that the tender report would be brought to full Council, and that there would be a need to significantly increase the budget. It was reported that the schedule for the works remained as planned with commencement in June with completion due for the end of September.

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

That the evaluation of the tender returns be
referred to a full council meeting to consider
the award of contract.

It was reported that notice had been served to the tenant of the grazing area and that a meeting had been arranged with the neighbouring landowner to progress discussions regarding the water supply.

5. Northbrook Cemetery Wall

It was reported that further to a full structural survey of the cemetery wall it had been agreed to focus on undertaking repairs to the wall adjacent to the railway line and King George's Field as these were the priority areas. A contractor had provided an estimate for works to the wall adjacent to the railway and also for works to the John Mowlem memorial, which had been recommended as part of a previous survey. It was stated that an area of the wall adjacent to King George's Field had partially collapsed and that remediation work would be difficult due to the location. Reasons included the wall being so near to the river, the biodiversity in the area and issues around accessibility. It was also advised that when the operations team had cleared a small area in this location it had un-earthed a lot of pipe work.

Discussions are ongoing with a surveyor from Dorset Council Assets and Property as to the most appropriate method to resolve these issues. This would be dependent on advice received from the Environment Agency, as the most cost-effective method may be to divert a small tributary from the stream and buttress the wall. The sub-committee gave their support to the Operations Manager discussing this possibility with the Environment Agency.

6. Beach Gardens - Astro court surface to tennis court 3

Further to Minute No. 180 of the Council Meeting held on 26th April 2021, it was reported that quotations were being sought from companies to inspect the current court, and compile a specification for upgrading court 3 to astroturf prior to the works being put out to tender.

7. Stone Quay slipway

It was reported that a representative from Dorset Council's Flood and Coastal Erosion Management Team (FCERM) had inspected the slipway, and a recommendation as to the most appropriate form of repair was awaited. It was also reported that there is a further area of undermining at the small stone pier on the other side of Monkey Beach. It was advised that both of these locations require attention. A quotation has been received for remediation works to both locations from a contractor and passed to a representative of FCERM in order that they can assess the suitability of this proposal. It was reported that this method of repair would require a 32-tonne vehicle to enter onto the quay and concerns were raised about the feasibility of this.

Concerns were raised that the area is popular and the impact of limiting access to the Stone Quay and the businesses who operate from there during the summer needs to be balanced with the urgency to undertake repair as soon as is possible. Warning and safety signage had been displayed following a risk assessment, and the Conservation Officer has been notified due to the listed status of the Stone Quay.

The question was raised as to whether there is a budget for these works and it was advised there is a sum reserved in the capital programme for ongoing works to the Stone Quay. The sub-committee supported the way forward set out by the Operations Manager.

8. Town Hall – internal fire doors

It was reported that the Town Hall fire risk assessment had identified improvements required to the internal fire doors and therefore an additional survey had been commissioned and completed. A contractor had been instructed via Dorset Council framework and had made two visits to review all fire doors with reference to the professional reports. Works identified as required to the Town Hall amounted to £13,427 and door work for the Town Hall Annexe, which are the

responsibility of the police as tenant, a further £6,700. This was over the £5,000 budget that had been allocated for these works at budget setting.

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

TO RECOMMEND to full Council:

That the budget for works to the Town Hall
internal fire doors be increased to £13,500.

9. The Bandstand

Following the restoration of the bandstand, it was reported that the defects period had ended but that concerns with the paintwork and other matters had been identified in a number of locations. The project surveyor from Dorset Council had been requested to undertake an inspection and provide full feedback in writing which will be referred to the contractor who had undertaken these works. It was advised that the intrinsic design of the bandstand was likely to have contributed towards some of the issues, specifically concerns regarding the gate. A further progress report will be provided to a future meeting.

10. Victoria Avenue service road drainage

In light of the declaration of interest by Councillor Tomes under Minute No. 2 above, this item was deferred as the meeting would have become inquorate upon Councillor Tomes leaving the room.

11. Items of Information and Matters for Forthcoming Agendas

a) Burlington Chine toilets – it was advised that problems remained in respect of the drains and pumps. Interim works had been identified totalling £3,500. It was noted that these works would not prevent any sudden further failure to the pipework that leads from the WCs to the drainage system at the top of the slope, which could occur at any time due to the instability of the land in this location. If this were to occur the pipework may require relining at an estimated cost of £27,500. The sub-committee supported proceeding with the interim works.

b) The Spa – it was reported that the Operations Manager and Visitor Services Manager had attended a site visit with representatives from consultants who were willing to submit draft proposals at no cost to the Council. It was noted that a large proportion of the costs of the project would be groundworks and the need to establish proposals to maximise income to the Council was highlighted. In respect of the ongoing groundworks investigation, it was noted that a report should be received in June.

c) Dorset Waste Services (DWS) – the Town Council had been notified that DWS will be implementing changes to the seafront street litter collection, replacing the wheeled bins with smaller litter bins. It is planned that reduced capacity will be compensated by an increased frequency of collections. Further updates will be provided in due course.

12. Date of next meeting

The date of the next meeting would be arranged in due course.

The Meeting concluded at 6.10 p.m.

Post meeting note: Following the end of the meeting, and in the absence of Cllr Tomes, there was a brief discussion regarding Item 10 – Victoria Avenue service road drainage. In order to progress the matter it was agreed that contact be made with representatives of the properties affected.