

Minutes of the **SPECIAL MEETING** of the Swanage
Town Council held to discuss **POLICY AND RESOURCES**
matters at the Town Hall, Swanage on **MONDAY, 15th JULY**
2002 at 9.30 a.m. -

PRESENT:-

Councillor A.H. Miller (Town Mayor) – Chairman.

Councillor G.A. Baume

Councillor Mrs. J.A. Farrow

Councillor Mrs. C. Gainsborough

Councillor Mrs. G.A. Marsh

Councillor J. Roscoe

Councillor Mrs. J.D. Wheeldon

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Mrs. O'Donovan, Trite and Woolley.

Before consideration of the next item, Councillor Mrs. Wheeldon declared her personal interest as a member of the Folk Festival Committee, and although not prejudicial, she left the Meeting during the discussion.

2. **LICENCE APPLICATION**

A letter dated 5th July 2002 was submitted from the Administrative Services Manager of Purbeck District Council seeking the Council's views on the granting of an Occasional Public Entertainments Licence in respect of the Swanage Folk Festival 2002.

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

That no objection be raised to the granting of
the Licence.

3. **POLICE PARTNERSHIP TRUST**

A letter dated 10th May 2002 was submitted from the Police Partnership Trust inviting the Town Council to participate in the Rural Safety Guild Initiative.

Following discussion, it was proposed by Councillor Mrs. Marsh, seconded by Councillor Roscoe, and RESOLVED:-

To support the Rural Safety Guild Initiative,
in principle, but to obtain clarification and
further information on the Initiative in general
before nominating a representative.

4. **BUDGET REVIEW**

The Clerk submitted a summary of the draft Statement of Accounts for the financial year ended 31st March 2002, together with details of seasonal income to 30th June 2002.

He explained that the anticipated surplus was estimated to exceed

£300,000–asignificantincreaseintheprojectedrevenuesurpluscomparedtothe probableout-turnbalance.Thiswasmainlyattributabletotheperformanceatthe CaravanParkandadjustmentinbalances.ItwasnotedthatthedraftStatementof Accountswasstillinthefinalstagesofpreparation.

TheClerkadvisedthatbeforecommittingtoanysizeableexpenditure,the Councilshouldremainprudentinitsfinancialmanagementandbalancethe currentneedstofinancetherepairsandrenewalsprogrammeagainstits obligationtomeettheagreedscheduleofdebtrepayments.Itwasnotedthatno provisionhadbeenmadefortheallocationofanyofthesurplusbalancetothe repaymentofthelong-termdebt.

(a) TownHall

Thecontinuingcostsincurredandadditionalresourcesrequiredin complyingwithaccounting,auditingandbestvaluelegislationwere discussed.TheClerkhighlightedthebenefitsofproducingmonthly budgetarycontrolandfinancialstatements,andexplainedthechangeof prioritiesregardingstaffingrequirementsattheTownHall.Theneedfor additionaladministrativesupporthadalreadybeenrecognised(Minute No.200(b)oftheCouncilmeetingheldon29thApril2002refers),but, havingregardtotheabove,itwasproposedbyCouncillorMrs.Wheeldon, secondedbyCouncillorBaume,andRESOLVED:-

Thatthesumof£3,500bere-allocatedto providefinancialservicestowardsproduction ofmonthlybudgetarycontrolandfinancialstatements forsubmissiontotheCouncilonaregularmonthly basis.

(b)

CaravanPark

DetailsofthecapitalprogrammeofupgradingtheSwanageBayView HolidayParkhadbeencirculatedtoallmemberspriortotheMeeting, togetherwithdetailsofseasonalincomeattheParkto30thJune2002. Thefiveyearrefurbishmentprogrammehadpreviouslybeenagreedin principle,anddetailedconsiderationwasgiventothepriorityofthe works,asscheduled.

TheCaravanParkManageroutlinedtherequirementtoupgradethe changingroomfacilitiesattheSwimmingPoolasamatterofurgency (thisworkwaspreviouslyscheduledfor2004)andconsiderationwas giventothefinancingandre-allocationofbudgets.

TheCaravanParkManagerreportedontheoffermadetoownersof caravansontheParktoextendtheirlicenceforanadditional3yearperiod (makingamaximumof15years)foraone-offpaymentof£4,000per caravan.Approximately63ownershadexpressedaninterestinthis option(althoughnotconfirmedatthepresenttime),andrevenuefromthis sourcecouldbeutilizedintherefurbishmentprogramme.

Followingdiscussion,itwasproposedbyCouncillorMiller,secondedby CouncillorMrs.Wheeldon,andRESOLVED:-

Thattheproposedrefurbishmentprogrammebe agreed,subjecttostringentbudgetmonitoringby theBestValueReviewGroup.

(c)

General

The Clerk submitted a five year capital programme of general assets, vehicles and equipment. He up-dated members on the progress of schemes identified for 2002/03, and the position was noted.

The Clerk then outlined the requirement to adopt a procedure for identification and consideration of future capital works, and a lengthy discussion ensued.

Councillor Miller suggested that the Operations Manager undertake an audit of the town in general and identify requirements and estimated costs of works involved. The proposals could then be considered and reviewed in conjunction with the monthly budget monitoring.

It was proposed by Councillor Miller, seconded by Councillor Mrs. Marsh, and **RESOLVED UNANIMOUSLY:-**

That the suggestion outlined above for the identification and consideration of future capital works be adopted.

Consideration was given to requests received for donations from local organisations, and, following a brief discussion, it was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Baume, and **RESOLVED UNANIMOUSLY:-**

That budget provision up to £2,000 per annum be allocated for small local charitable organisations under Section 137 of the Local Government Act 1972.

5. **DATES FOR MEETINGS**

It was **AGREED:-**

That the following Meetings be held:-

- (a) Caravan Park Best Value Working Group – Monday, 29th July 2002 at 9.30 a.m. at the Caravan Park.

Following the resignation of Councillor Sutton, it was agreed that Councillor Mrs. C. Gainsborough be appointed to the Caravan Park Best Value Working Group.

- (b) Public Buildings Best Value Working Group – Thursday, 25th July 2002 at 6 p.m. in the Town Hall.

- (c) Car Parking Best Value Working Group – Monday, 29th July 2002 at 2 p.m. in the Town Hall.

- (d) Site Visit to Quarry Land – Defer.

6. **EXCLUSION OF PRESS AND PUBLIC**

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

That, as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public be excluded from the Meeting during consideration of the following matters.

7. **BEACH HUTS – PRIVATE SITES**

The Clerk reported on correspondence received regarding the letting of the private beach huts sites.

Consideration was given to the terms of the letting agreement, which was currently in the form of an annual licence. Noting the advice provided by the Council's solicitors, details of amended licence conditions were considered.

Following discussion, it was proposed by Councillor Baume, seconded by Councillor Roscoe, and **RESOLVED UNANIMOUSLY**:-

That the Clerk seeks further legal advice in formulating a new agreement for 2003 to incorporate the following points:-

- (a) The letting period of 1st March to 31st October annually.
- (b) Staging being left in situ.
- (c) Beach huts not being used for overnight sleeping.
- (d) Noise level restrictions.
- (e) Egress for the general public across the beach not being impeded.
- (f) Requirements restricting the storage and use of gas appliances.

Before consideration of the next item, Councillor Mrs. Marsh declared a personal interest, as Chairman of the South Purbeck Crime Prevention Panel. She remained in the meeting, but took no part in the discussion.

8. **DORSET POLICE**

A letter dated 3rd July 2002 was submitted from Dorset Police referring to the success of the CCTV Open Day, and requesting permission to site a recording unit and monitoring equipment as and when required.

During the ensuing discussion, concern was expressed regarding access to the equipment, and it was emphasised that permanent office accommodation could not be made available for operatives of the system.

It was **RESOLVED UNANIMOUSLY**:-

That permission be granted for the installation of the CCTV monitoring equipment, as requested.

9. **LEASE**

A letter dated 8th July 2002 was submitted from the Lessee of the Ice Cream concession in the vicinity of Victoria Avenue, expressing his appreciation of the installation of the CCTV system. It was stated that the system had helped considerably in the reduction of vandalism, and as a token of appreciation he was offering to sponsor the flower beds in the area adjacent to the CCTV pole.

He also referred to the increasing number of requests received for hot drinks and enquired whether the Council had considered providing this facility.

Following discussion, it was **RESOLVED**:-

To thank the Lessee for his kind offer of sponsoring the flower beds, and inform him that consideration may be given to varying the terms upon the expiry of the existing lease.