

**SWANAGE TOWN COUNCIL**

**Statement of Cash Balance as at 31st December 2021**

	£ p	£ p
Balance in Hand at 01/04/2021		£512,973.11 Cr
As per reconciliation dated 30/11/2021	£2,890,308.30 Cr	
Income during December	£29,316.29 Cr	
Movement of Cash-Investment	£0.00 Cr	
Add - Outstanding receipts- November	£1,458.36 Cr	
Less - Outstanding receipts - December	<u>£13.50 Dr</u>	£2,921,069.45 Cr
Less payments made:		
As per Reconciliation dated 30/11/2021	£2,322,020.50 Dr	
Schedule 9 payments dated 31/12/2021	£256,291.21 Dr	
Movement of Cash-Investment	<u>£0.00 Dr</u>	£2,578,311.71 Dr
		<u><u>£855,730.85 Cr</u></u>
Balance at Bank		
Current Account		£41,309.05 Cr
Deposit Account		<u>£814,421.80 Cr</u>
		<u><u>£855,730.85 Cr</u></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
UK Government- Gilts		<u>£456,045.94</u>
		<u><u>£1,206,045.94</u></u>

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 31st December 2021

Prepared by Alison Spencer

Dated: 7th January 2022

Certified by Martin Ayres

Dated: 7th January 2022

**SWANAGE TOWN COUNCIL**

**Statement of Cash Balance as at 31st January 2022**

	£ p	£ p
Balance in Hand at 01/04/2021		£512,973.11 Cr
As per reconciliation dated 31/12/2021	£2,921,069.45 Cr	
Income during January	£107,592.93 Cr	
Movement of Cash-Investment	£0.00 Cr	
Add - Outstanding receipts- December	£13.50 Cr	
Less - Outstanding receipts - January	<u>£793.07 Dr</u>	£3,027,882.81 Cr
Less payments made:		
As per Reconciliation dated 31/12/2021	£2,578,311.71 Dr	
Schedule 10 payments dated 31/01/2022	£155,665.48 Dr	
Movement of Cash-Investment	<u>£0.00 Dr</u>	£2,733,977.19 Dr
		<u><u>£806,878.73 Cr</u></u>
Balance at Bank		
Current Account		£67,449.41 Cr
Deposit Account		<u>£739,429.32 Cr</u>
		<u><u>£806,878.73 Cr</u></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
UK Government- Gilts		<u>£456,045.94</u>
		<u><u>£1,206,045.94</u></u>

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 31st January 2022

Prepared by Alison Spencer

Dated: 1st February 2022

Certified by Martin Ayres

Dated: 1st February 2022

**SWANAGE TOWN COUNCIL**

**Statement of Cash Balance as at 28th February 2022**

	£ p	£ p
Balance in Hand at 01/04/2021		£512,973.11 Cr
As per reconciliation dated 31/01/2022	£3,027,882.81 Cr	
Income during February	£47,815.07 Cr	
Movement of Cash-Investment	£0.00 Cr	
Add - Outstanding receipts- January	£793.07 Cr	
Less - Outstanding receipts - February	<u>£1,093.45 Dr</u>	£3,075,397.50 Cr
Less payments made:		
As per Reconciliation dated 31/01/2022	£2,733,977.19 Dr	
Schedule 11 payments dated 28/02/2022	£116,735.56 Dr	
Movement of Cash-Investment	<u>£0.00 Dr</u>	£2,850,712.75 Dr
		<u><u>£737,657.86 Cr</u></u>
Balance at Bank		
Current Account		£18,222.32 Cr
Deposit Account		<u>£719,435.54 Cr</u>
		<u><u>£737,657.86 Cr</u></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
UK Government- Gilts		<u>£456,045.94</u>
		<u><u>£1,206,045.94</u></u>

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 28th February 2022

Prepared by Alison Spencer

Dated: 1st March 2022

Certified by Martin Ayres

Dated: 1st March 2022

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March, 2021**

**Payment schedule reported to Council - 14th March 2022**

**Schedule 9:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations, amounting in aggregate to:

**TWO HUNDRED AND FIFTY SIX THOUSAND, TWO HUNDRED AND NINETY ONE  
POUNDS AND TWENTY ONE PENCE**

.....(**£256,291.21**).....



## Swanage Town Council Schedule of Payments - Month 9

### Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details	Payment Total
10/12/2021	Barclaycard Merchant Services	001884331121	30/11/2021	Barclaycard Terminal Hire - November	75.76
07/12/2021	British Telecom	Q111 W1	23/11/2021	Phone Bill Q3 - Emergency Phone	223.20
07/12/2021		Q131 6S	23/11/2021	Phone Bill Q3 - BG	187.81
07/12/2021		Q137 T4	23/11/2021	Phone Bill Q3 - TH	136.02
01/12/2021	Dorset Council: Revenues & Benefits	300690505	01/12/2021	Rates - December	15,764.00
14/12/2021	First Data	520334510615636/Nov21	30/11/2021	TIC - Card Charges - November	96.93
15/12/2021	Green Energy (UK) Ltd	52054974	02/12/2021	Gas - Depot - November	136.71
15/12/2021		52055055	02/12/2021	Gas - TIC - November	135.69
15/12/2021		52055057	02/12/2021	Gas - TH Annexe - November	280.02
15/12/2021		52055059	02/12/2021	Gas - TH - November	480.42
13/12/2021	Lloyds Bank PLC	357250808	11/11/2021	Bank Charges	330.41
14/12/2021		540436505892703/Nov21	30/11/2021	Cardnet Charges - November	93.00
24/12/2021		357815037	06/12/2021	Bank Charges	63.90
10/12/2021	Paytek Admin Services Ltd (First)	MI/3111407/03	01/12/2021	First Payment Service Charges - November	200.35
29/12/2021	Purchase Power	BI648878	14/12/2021	TIC - Franking Machine Cartridge	216.92
16/12/2021	Sage (UK) Ltd	INV13597500	01/12/2021	Sage Accounts/Payroll - December	493.83
01/12/2021	water2business	2058951396	01/11/2021	Water - October	1,592.72
01/12/2021		2059040844	05/11/2021	Water - H1	888.33
<b>Total of Direct Debit &amp; Standing Orders</b>					<b>21,396.02</b>

### Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details	Payment Total
15/12/2021	Charge Card Transactions	21.K011	04/11/2021	DC Road Closure Service Fee	75.00
15/12/2021		766078	04/11/2021	Currys - TIC IT Accessories	80.97
15/12/2021		88607924	18/11/2021	The Metal House - Rec Play Area Materials	30.37
15/12/2021		2527	24/11/2021	The Metal House - Rec Play Area Materials	86.33
15/12/2021	Driving Instructor Services LTD	P730898-1	04/11/2021	Driving Theory Test	29.00
<b>Total of Chargecard payments</b>					<b>301.67</b>

### BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details	Payment Total
21/12/2021	A.B.A. Groundcare	127179	15/12/2021	Hedgecutter - Repairs	91.76
21/12/2021		127180	15/12/2021	Hedgecutter - Repairs	59.38
13/12/2021	Ace Office Environments Ltd.	01030667	29/11/2021	TH - Sundries	31.92
13/12/2021	AquaAid (Southcoast)	397414	31/10/2021	TH - Drinking Water Sanitisation	23.99
13/12/2021		399352	30/11/2021	TH - Drinking Water - November	43.15
13/12/2021	BIPCOM	INV-5637	01/12/2021	Telephone Services	3.00
13/12/2021	C. Brewer & Sons	PLE/346884	30/11/2021	Toilets - Paint	585.59
13/12/2021		PLE/346884	30/11/2021	Beach Huts - Paint	262.82
13/12/2021		PLE/346885	30/11/2021	Toilets - Paint	204.80
21/12/2021	Cards for Good Causes	INV-1740	07/12/2021	Charity Christmas Card Sales	4,000.00
13/12/2021	Countryside Tree Surgeons Ltd	SI-145	28/11/2021	Tree Works - Godlingston	660.00
13/12/2021	Crossways Trailers Ltd T/A Wessex T	5581	24/11/2021	Bowser - Service	240.00
13/12/2021		5582	24/11/2021	Trailer - Service	124.80
31/12/2021	Dorset County Pension Fund	Month 9 Payroll	20/12/2021	Month 9 Pension Contributions	13,570.69
31/12/2021		Month 9 Payroll	20/12/2021	Month 9 CAYS Contributions	195.50
13/12/2021	Dorset Council	2800289112	26/11/2021	Full Tree Inspection	1,080.00
13/12/2021		2800289213	30/11/2021	Flail Works - Washpond Lane	1,079.38
21/12/2021	Dorset Waste Partnership	2800287843	03/11/2021	Depot - Recycling Collection - October	9.20
13/12/2021		2800289344	06/12/2021	Depot - Recycling Collection - November	18.40
13/12/2021	Eagle Plant	BOU2766830	30/11/2021	Secure Storage Container - KGF	84.48
21/12/2021	Fernhill Wholesale	7135	16/12/2021	TIC - Publications For Retail	59.50
21/12/2021	Field Honey Farms	00003999	26/11/2021	TIC - Food For Retail	46.20
13/12/2021	Four County Services Ltd.	59582	26/11/2021	STC Website - Domain Renewal	175.20
21/12/2021		59691	10/12/2021	Depot - IT Services	283.66
21/12/2021		59692	10/12/2021	TIC - IT Services	430.57
21/12/2021		59693	10/12/2021	TH - IT Services	615.06
21/12/2021		59693	10/12/2021	TH - Telephone Services	42.00
21/12/2021		59732	15/12/2021	TH - Telephone Services	2,059.20
13/12/2021	GH Print Management	6248	04/12/2021	Mayors Christmas Cards	142.18
13/12/2021	Greenham Trading Ltd.	04/364652	18/11/2021	Depot - General Materials & Equipment	293.04
21/12/2021		04/365286	24/11/2021	Depot - Equipment	104.29
21/12/2021		04/366587	07/12/2021	Depot - Equipment	40.20
21/12/2021		04/366587	07/12/2021	Depot - Clothing/PPE	237.19
21/12/2021		04/367011	07/12/2021	Depot - General Materials/Equipment	125.40
13/12/2021	A.R. Harris & Son	30640	27/11/2021	Electrical Works - Depot	195.96
21/12/2021		30681	02/12/2021	Beach Huts - Electrical Works	51.60
21/12/2021		30682	02/12/2021	Festoon Lights - Repairs	162.00
21/12/2021		30683	02/12/2021	Festoon Lights - Repairs	96.00
21/12/2021		30679	02/12/2021	Beach Huts - Electrical Works	78.00
13/12/2021	The Helping Hand Company Ltd	430841	29/11/2021	TIC - Litter Picking Equipment	52.76



13/12/2021	Hunt Forest Group Ltd	526012	30/11/2021	Depot - Pruner	195.00	
21/12/2021		526290	08/12/2021	Depot - Pruner	633.60	828.60
31/12/2021	HMRC	Month 9 Payroll	20/12/2021	PAYE & NI - Month 9		12,081.51
21/12/2021	Ideal Skip Hire Ltd.	87998	15/11/2021	Skip Hire - Allotments		294.00
13/12/2021	J.D. Facilities Ltd	INV-1032	01/12/2021	Cleaning - Toilets	6,438.20	
13/12/2021		INV-1033	01/12/2021	Cleaning - TH	499.20	
13/12/2021		INV-1034	01/12/2021	Cleaning - TIC	263.20	
13/12/2021		INV-1035	01/12/2021	Cleaning - Depot	197.59	
13/12/2021		INV-1036	01/12/2021	Deep Clean - Depot	230.62	7,628.81
13/12/2021	JustPark	SWAN-2021-10	31/10/2021	JustPark Fees - October	360.93	
13/12/2021		SWAN-2021-11	30/11/2021	JustPark Fees - November	157.87	518.80
21/12/2021	King & Shaxson	LEI15122021STC	15/12/2021	Management Fees		78.00
21/12/2021	Landford Trees Ltd	054212	14/12/2021	Trees		2,155.20
13/12/2021	D. & P. Lovell Ltd.	L5050	02/12/2021	Digger Hire - December		218.40
21/12/2021	Lyreco UK Limited	6290279756	30/11/2021	TIC - Workstation Stand	336.00	
21/12/2021		6290279756	30/11/2021	TIC - Stationery	86.40	422.40
21/12/2021	The Methodist Church	Re: 13/12/2021	07/12/2021	Church Hire		75.00
13/12/2021	Metric Group Ltd.	C61215	30/11/2021	Aslan - December	168.00	
13/12/2021		C61215	30/11/2021	Aslan - December	24.00	
13/12/2021		C61442	01/12/2021	Car Park Machines - Maintenance	1,880.06	2,072.06
21/12/2021	S. Moores	185908	03/12/2021	TIC - Food For Retail		86.32
13/12/2021	National Express	j60020211130	30/11/2021	Agency Sales - November		83.50
13/12/2021	Newsquest Southern	38489895	26/11/2021	Advertisement - Bathing Area	103.82	
13/12/2021		38489995	26/11/2021	Advertisement - Boat Concession	138.43	242.25
20/12/2021	Swanage Town Council	Month 9 Payroll	20/12/2021	Net Wages-Month 9		40,440.82
21/12/2021	R U Secure Systems	130795	14/12/2021	CCTV System Maintenance Check		72.00
13/12/2021	Seton	9303405485	25/11/2021	Sandpit Field - Repairs (Materials)		212.33
22/12/2021	Refunds	Refunds	22/12/2021	Beach Hut Refund	60.00	
22/12/2021		Refunds	22/12/2021	Beach Hut Refund	65.00	
22/12/2021		Refunds	22/12/2021	Beach Hut Refund	105.00	
22/12/2021		Refunds	22/12/2021	Beach Hut Refund	210.00	
22/12/2021		Refunds	22/12/2021	Beach Hut Refund	220.00	
22/12/2021		Refunds	22/12/2021	Beach Hut Refund	620.50	
22/12/2021		Refunds	22/12/2021	Beach Hut Refund	969.00	2,249.50
21/12/2021	R.J. Simpson	0929243	13/12/2021	Mowlem Barrier - Repair		120.00
13/12/2021	Society of Local Council Clerks	BK204164-1	25/11/2021	SLCC Conference	90.00	
13/12/2021		BK204168-1	26/11/2021	Charitable Trusts Training	72.00	
21/12/2021		BK204335-1	14/12/2021	Water Compliance Training	72.00	234.00
13/12/2021	St. Michaels Garage	P 4258	01/04/2021	Bowser - Number Plates	32.22	
13/12/2021		S 19034	01/04/2021	HJ18 EHX - Repairs	196.26	
13/12/2021		2204	30/11/2021	Vehicle Fuel - November	737.99	
21/12/2021		P 5019	10/12/2021	HG67 MDV - Wiper Blade	9.54	976.01
21/12/2021	Suttle Projects Ltd	SP20211114	30/11/2021	Godlingston Cemetery Extension		112,430.58
13/12/2021	Swanage News	1284/OctNov21	27/11/2021	Newspapers - October/November		71.10
13/12/2021	South West Geotechnical Ltd	15111	07/12/2021	Ground Investigation Work		4,500.00
13/12/2021	Telefonica O2 UK Ltd	05332626	24/11/2021	SIM Charges - November		345.60
13/12/2021	Terminator Control Ltd	2601	03/12/2021	Pest Control Services		273.00
13/12/2021	Thornes Chartered Surveyors	00/3664	30/11/2021	Surveyors Fees	420.00	
13/12/2021		00/3665	30/11/2021	Surveyors Fees	360.00	780.00
13/12/2021	Travis Perkins	9048 ATH356	24/11/2021	Peveril Point - Repairs (Materials)	276.48	
13/12/2021		9292 AMD792	24/11/2021	Sandpit Field - Repairs (Materials)	5.03	
13/12/2021		9292 AMD945	26/11/2021	Sandpit Field - Repairs (Materials)	26.98	
13/12/2021		9292 AME017	29/11/2021	Toilets - Materials/Equipment	61.27	
21/12/2021		9292 AME069	30/11/2021	Depot - Equipment	115.20	
21/12/2021		9292 AME325	06/12/2021	Festive Lights - Repairs (Materials)	26.58	
21/12/2021		9292 AME493	09/12/2021	Beach Huts - Repairs (Materials)	123.66	
21/12/2021		9292 AME592	10/12/2021	Heritage Square - Repairs (Materials)	12.62	647.82
13/12/2021	Trinity St Christmas Trees	INV-1132	09/12/2021	Christmas Tree		1,488.00
31/12/2021	Third Party Payments	Month 9 Payroll	20/12/2021	Month 9 Third Party Payments		482.56
13/12/2021	Wessex Grounds Services	WGS 9767	30/11/2021	Depot - Management Services		4,320.00
13/12/2021	Westmade Ltd	1007991	01/12/2021	Annual Boiler Inspections - TH	981.24	
13/12/2021		1007991	01/12/2021	Annual Boiler Inspections - Depot	654.16	
13/12/2021		1007991	01/12/2021	Annual Boiler Inspections - TIC	327.08	1,962.48
13/12/2021	WGS Power & Lighting Ltd	SI-10027	30/11/2021	Seafront Light Repairs	216.00	
13/12/2021		SI-10028	30/11/2021	Festive Light Installation 2021	8,328.00	8,544.00
<b>Total of BACS/CHAPS Payments</b>						<b>234,593.52</b>

<b><i>BACS supplier payments issued 13th December 2021</i></b>	40,255.03
<b><i>BACS payroll payment issued 20th December 2021</i></b>	40,440.82
<b><i>BACS supplier payments issued 21st December 2021</i></b>	125,317.91
<b><i>Refunds issued 22nd December 2021</i></b>	2,249.50
<b><i>BACS supplier payments issued 31st December 2021</i></b>	26,330.26
	<b>234,593.52</b>

**Total of Payments 256,291.21**

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March, 2021**

**Payment schedule reported to Council - 14th March 2022**

**Schedule 10:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations,  
amounting in aggregate to:

**ONE HUNDRED AND FIFTY FIVE THOUSAND, SIX HUNDRED AND SIXTY FIVE POUNDS AND  
FOURTY EIGHT PENCE**

.....(£155,665.48).....



**Swanage Town Council**  
**Schedule of Payments - Month 10**

**Cheques**

Date	Name	Chq number	Inv Date	Details		Payment Total
21/01/2022	Petty Cash	014999	21/01/2022	Petty Cash Refreshments-TIC	155.20	
			21/01/2022	Petty Cash Reimbursement- Misc	16.00	171.20
<b>Total of Cheques</b>						<b>171.20</b>

**Direct Debits & Standing Orders**

Date	Name	Inv Ref	Inv Date	Details		Payment Total
10/01/2022	Barclaycard Merchant Services	001884331221	31/12/2021	Barclaycard Charges - December		75.76
04/01/2022	Dorset Council: Revenues & Benefits	300690505	01/01/2022	Rates - January		15,764.00
17/01/2022	First Data	520334510615636/Dec	31/12/2021	TIC - Card Payment Service Charges - December		31.21
17/01/2022	Green Energy (UK) Ltd	52083463	06/01/2022	Gas - Depot - December	152.47	
17/01/2022		52083477	06/01/2022	Gas - TIC - December	151.41	
17/01/2022		52083478	06/01/2022	Gas - TH Annex - December	313.44	
17/01/2022		52083479	06/01/2022	Gas - TH - December	537.36	1,154.68
10/01/2022	Lloyds Bank PLC	359649729	13/12/2021	Bank Charges	157.29	
17/01/2022		540436505892703/Dec	31/12/2021	Cardnet Charges - December	119.64	
24/01/2022		360230929	05/01/2022	Bank Charges	65.70	342.63
10/01/2022	Paytek Admin Services Ltd (First)	MI/3153771/03	01/01/2022	First Payment Service Charges - December		200.35
12/01/2022	Pitney Bowes Finance Ltd	BL06298360	07/01/2022	Franking Machine Hire - TH - Q4		53.76
28/01/2022	Purchase Power	BI728214	14/01/2022	TH - Postage - Meter Reset		208.00
17/01/2022	Sage (UK) Ltd	INV13805407	01/01/2022	Sage Accounts/Payroll - January		477.90
04/01/2022	water2business	2059148421	30/11/2021	Water - H2 (Final Bill)	4.47	
04/01/2022		2059182535	02/12/2021	Water - November	1,341.69	1,346.16
<b>Total of Direct Debit &amp; Standing Orders</b>						<b>19,654.45</b>

**Lloyds Chargecard**

Date	Name	Inv Ref	Inv Date	Details		Payment Total
17/01/2022	British Red Cross	N1439125	22/12/2021	First Aid Course	262.80	
17/01/2022	Charge Card Transactions	E61998657001	18/11/2021	EDF - Electricity (September/October) - NB Hut	67.99	
17/01/2022		4541517119294804-88	14/12/2021	Facebook - Artisans On The Beach Promotion	40.00	
17/01/2022		4621339017979278-88	18/12/2021	Facebook - Artisans On The Beach Promotion	40.00	
17/01/2022		4635051829941333-89	31/12/2021	Facebook - Artisans On The Beach Promotion	20.00	430.79
<b>Total of Chargecard payments</b>						<b>430.79</b>

**BACS / CHAPS**

Date	Name	Inv Ref	Inv Date	Details		Payment Total
31/01/2022	A.B.A. Groundcare	127710	20/01/2022	Plant - Repairs		52.80
17/01/2022	Ace Office Environments Ltd.	01034029	23/12/2021	TH - Stationery	46.81	
17/01/2022		01034029	23/12/2021	TH - Sundries	7.88	
31/01/2022		01035083	17/01/2022	TIC - Stationery	13.06	67.75
17/01/2022	Apogee Corporation Ltd	1276330	20/12/2021	Copy Plan - December	289.51	
17/01/2022		1276330	20/12/2021	Copier Hire - January	407.75	697.26
17/01/2022	AquaAid (Southcoast)	401171	31/12/2021	TH - December		68.33
17/01/2022	Arlingclose Ltd.	ACC 782	22/10/2021	Fee re: Ninety-One		234.22
17/01/2022	Aster Group	SINV432312	06/01/2022	Telecare Quarterly Fee - Q4		94.21
17/01/2022	Avalon Software (UK) Ltd	190100	01/01/2022	Avalon Software Charge 2022		660.00
17/01/2022	Audit West	7430181	06/01/2022	Data Protection Services - 2021/22		1,500.00
17/01/2022	BIPCOM	INV-5819	01/01/2022	Telephone Services		3.00
17/01/2022	Blackknoll Construction Ltd	11191	20/12/2021	De Moulham Back Roads - Tarmac Repairs		5,994.00
17/01/2022	Blue Level Media Ltd	SI-29891	01/01/2022	Website Hosting - 2022		660.00
17/01/2022	Central Southern Security Ltd	181910	13/12/2021	TH - Fire System Alterations	432.00	
17/01/2022		182220	26/12/2021	TIC - Alarm Callout	78.00	510.00
31/01/2022	Charlie's Tasty Treats	0012	15/01/2022	TIC - Goods For Retail		60.00
17/01/2022	C G Ltd	46435	31/12/2021	Q3 Car Parking Management Settlement		11,819.06
31/01/2022	Dorset County Pension Fund	Month 10 Payroll	20/01/2022	Month 10 Pension Contributions	13,789.89	
31/01/2022		Month 10 Payroll	20/01/2022	Month 10 CAYS Contributions	195.50	13,985.39
31/01/2022	Dorset Council	2800295567	13/01/2022	Coastal Change Forum 2021/22	200.00	
31/01/2022		1801141855	18/01/2022	Rent - Bus Shelter	1.00	201.00
17/01/2022	Dorset Waste Partnership	2800292521	06/01/2022	Depot - Recycling Collection - December		27.60
17/01/2022	Eagle Plant	BOU2780175	31/12/2021	Secure Storage Container - KGF - December		88.32
17/01/2022	Field Honey Farms	00003942	21/10/2021	TIC - Food For Retail	120.40	
17/01/2022		00004034	08/12/2021	TIC - Food For Retail	87.30	207.70
17/01/2022	Andrew Fleming	21/742	03/12/2021	TIC - Goods For Retail		90.75
17/01/2022	Four County Services Ltd.	59793	21/12/2021	E-mail Management	42.00	
17/01/2022		59845	30/12/2021	Broadband	54.00	
17/01/2022		59868	04/01/2022	Additional Call Costs - Depot - Q3	2.95	
17/01/2022		59868	04/01/2022	Additional Call Costs - TIC - Q3	78.00	
17/01/2022		59911	10/01/2022	Depot - IT Services	283.66	
17/01/2022		59912	10/01/2022	TIC - IT Services	430.57	
17/01/2022		59913	10/01/2022	TH - IT Services	615.06	
17/01/2022		59913	10/01/2022	TH - Telephone Services	42.00	
31/01/2022		60003	21/01/2022	E-mail Management	42.00	1,590.24
17/01/2022	Greenham Trading Ltd.	04/368243	15/12/2021	Depot - General Equipment & Materials	167.17	
31/01/2022		04/368844	11/01/2022	PAG - Materials	977.40	1,144.57
31/01/2022	A.R. Harris & Son	30869	16/01/2022	Festive Lights - Switch Off		54.00
31/01/2022	Hunt Forest Group Ltd	527257	17/01/2022	Depot - Equipment		72.00
31/01/2022	HMRC	Month 10 Payroll	20/01/2022	PAYE & NI - Month 10		12,171.86
31/01/2022	Holme Nurseries Ltd	222857	07/01/2022	Compost		75.95



17/01/2022	Hunt's Foodservice Ltd	296204	07/01/2022	TIC - PPE	35.88	
17/01/2022		296204	07/01/2022	BG - Sundries	42.26	
17/01/2022		296204	07/01/2022	TIC - Sundries	30.20	108.34
31/01/2022	Jacobs & Reeves	16379	24/01/2022	Legal Fees		1,319.03
17/01/2022	J.D. Facilities Ltd	INV-1052	01/01/2022	Cleaning - Toilets	6,438.20	
17/01/2022		INV-1053	01/01/2022	Cleaning - TH	499.20	
17/01/2022		INV-1054	01/01/2022	Cleaning - Depot	197.59	
17/01/2022		INV-1055	01/01/2022	Deep Clean - Depot	230.62	
17/01/2022		INV-1056	01/01/2022	Cleaning - TIC	263.20	7,628.81
17/01/2022	JustPark	SWAN-2021-12	31/12/2021	JustPark Fees - December		226.57
31/01/2022	LC Ecological Services Ltd	2205955	19/01/2022	Northbrook - Ecological Survey		998.40
31/01/2022	Lily's Produce	44	23/12/2021	TIC - Food For Retail		111.40
31/01/2022	D. & P. Lovell Ltd.	L5105	13/01/2022	Digger Hire - January		352.80
17/01/2022	Lyreco UK Limited	6290281085	31/12/2021	TIC - Stationery	29.87	
17/01/2022		6290281085	31/12/2021	TIC - Notice Board	23.99	53.86
31/01/2022	Marchants Nursery	024634	17/01/2022	Winter Bedding Plants	483.60	
31/01/2022		024635	17/01/2022	Winter Bedding Plants	2,043.72	2,527.32
17/01/2022	Metric Group Ltd.	C61557	31/12/2021	Aslan - January		192.00
17/01/2022	National Association of Memorial Masons	SI-5999	01/01/2022	NAMM - 2022 Membership Subscription		264.00
17/01/2022	Nixons Hardware Ltd	120708	01/10/2021	TIC - Sundries	15.83	
17/01/2022		120776	21/10/2021	TIC - Extension Lead	5.25	
17/01/2022		120813	30/10/2021	TIC - Sundries	10.67	
17/01/2022		120848	11/11/2021	Depot - Batteries	23.92	
17/01/2022		120879	20/11/2021	TIC - Batteries	13.97	
17/01/2022		120880	22/11/2021	Depot - Padlock	32.50	
17/01/2022		120896	25/11/2021	Depot - Batteries	17.94	
17/01/2022		120969	20/12/2021	TH - Doorbell	29.99	
17/01/2022		120970	21/12/2021	Depot - Kettle	22.99	173.06
17/01/2022	Norfolk County Council	1574499	07/01/2022	Legal Fees - December		42.48
17/01/2022	P.J. Nottley Ltd.	4264	10/01/2022	Window Cleaning Q3		192.00
20/01/2022	Swanage Town Council	Month 10 Payroll	20/01/2022	Net Wages-Month 10		40,890.30
17/01/2022	Pear Technology Services Ltd	132638	22/12/2021	Depot - Mapping Services		51.00
31/01/2022	Recruit Local Ltd	2199	21/01/2022	Advertisement - Jobs Fair		97.50
25/01/2022	Refunds	Refunds	25/01/2022	Beach Hut Refund	80.00	
25/01/2022		Refunds	25/01/2022	Beach Hut Refund	90.00	
25/01/2022		Refunds	25/01/2022	Beach Hut Refund	150.00	
25/01/2022		Refunds	25/01/2022	Beach Hut Refund	210.00	
25/01/2022		Refunds	25/01/2022	Beach Hut Refund	1,198.20	
25/01/2022		Refunds	25/01/2022	Beach Hut Refund	1,223.00	
25/01/2022		Refunds	25/01/2022	Beach Hut Refund	1,395.00	4,346.20
31/01/2022	Swanage Area Dementia Friendly Community	SADFC-2021	20/01/2022	SADFC Charity Christmas Card Sales - 2021		418.75
17/01/2022	Shred-It	8140130674	31/12/2021	Confidential Waste Disposal		210.67
17/01/2022	St. Michaels Garage	P 5029	14/12/2021	HF63 XZA - Wiper Blade Replacement	7.14	
17/01/2022		2252	31/12/2021	Vehicle Fuel - December	434.00	441.14
17/01/2022	Suez Recycling & Recovery UK Ltd	32508323	31/12/2021	Waste Disposal - December		1,676.40
17/01/2022	Swanage News	1284/Dec21	01/01/2022	Newspapers - December		38.60
31/01/2022	Swanage Sea Fishing Ltd	1684	21/01/2022	Bathing Area Designation 2022		5,839.20
31/01/2022	Swanage Tyres and Tuning Ltd	23117	18/01/2022	HG67 MDV - MOT		54.85
17/01/2022	Telefonica O2 UK Ltd	07290207	24/12/2021	SIM Charges - December		345.60
17/01/2022	Travis Perkins	9292 AME755	15/12/2021	Beach Huts - Repairs (Materials)	50.40	
17/01/2022		9292 AMF014	21/12/2021	Depot - Timber	21.43	
17/01/2022		9292 AMF272	05/01/2022	Depot - Tools	30.22	
31/01/2022		9292 AMF323	06/01/2022	Depot - Materials	33.40	
31/01/2022		9292 AMF393	07/01/2022	Rec - Materials	86.40	
31/01/2022		9292 AMF627	13/01/2022	PAG - Materials	54.68	
31/01/2022		9292 AMF749	17/01/2022	Vehicle Seat Covers	52.46	328.99
31/01/2022	Third Party Payments	Month 10 Payroll	20/01/2022	Month 10 Third Party Payments		482.56
17/01/2022	Wallgate	00026247	04/01/2022	Toilet Appliances - Service Contract 2021/22		7,387.20
17/01/2022	Wessex Grounds Services	WGS 9787	31/12/2021	Depot - Management Services	4,320.00	
31/01/2022		WGS 9865	18/01/2022	Depot - Management Services	2,160.00	6,480.00
<b>Total of BACS/CHAPS Payments</b>						<b>135,409.04</b>

<b><u>BACS supplier payments issued 17th January 2022</u></b>	47,878.33
<b><u>BACS payroll payment issued 20th January 2022</u></b>	40,890.30
<b><u>Refunds issued 25th January 2022</u></b>	4,346.20
<b><u>BACS supplier payments issued 31st January 2022</u></b>	42,294.21
	<b>135,409.04</b>

**Total of Payments** **155,665.48**

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March, 2021**

**Payment schedule reported to Council - 14th March 2022**

**Schedule 11:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations, amounting in aggregate to:

**ONE HUNDRED AND SIXTEEN THOUSAND, SEVEN HUNDRED AND THIRTY FIVE POUNDS  
AND FIFTY SIX PENCE**

.....(£116,735.56).....



**Swanage Town Council**  
**Schedule of Payments - Month 11**

**Direct Debits & Standing Orders**

Date	Name	Inv Ref	Inv Date	Details	Payment Total
10/02/2022	Barclaycard Merchant Services	001884330122	31/01/2022	Barclaycard Terminal Hire - January	75.76
14/02/2022	First Data	520334510615636/	31/01/2022	TIC - Card Payment Service Charges - January	177.35
15/02/2022	Green Energy (UK) Ltd	52100175	03/02/2022	Gas - Depot - January	171.92
15/02/2022		52100184	03/02/2022	Gas - TIC - January	171.41
15/02/2022		52100186	03/02/2022	Gas - TH Annexe - January	354.89
15/02/2022		52100187	03/02/2022	Gas - TH - January	609.80
					1,308.02
14/02/2022	Lloyds Bank PLC	361999394	11/01/2022	Bank Charges	120.20
14/02/2022		520334510615636/	31/01/2022	Cardnet Charges - January	113.06
25/02/2022		362578968	07/02/2022	Bank Charges	71.00
					304.26
10/02/2022	Paytek Admin Services Ltd (First)	MI/3187411/03	01/02/2022	First Payment Service Charges - January	200.35
01/02/2022	Pitney Bowes Finance Ltd	BL06305433	27/01/2022	Franking Machine Hire - TIC - Q4	127.74
16/02/2022	Sage (UK) Ltd	INV13997192	01/02/2022	Sage Accounts/Payroll - February	477.90
01/02/2022	water2business	2059362950	04/01/2022	Water - December	1,512.77
				<b>Total of Direct Debit &amp; Standing Orders</b>	<b>4,184.15</b>

**BACS /CHAPS**

Date	Name	Inv Ref	Inv Date	Details	Payment Total
15/02/2022	A.B.A. Groundcare	127977	03/02/2022	Plant - Repairs	137.99
15/02/2022	Ace Office Environments Ltd.	01037556	07/02/2022	TH - Stationery	44.59
15/02/2022		01037556	07/02/2022	TH - Sundries	33.64
15/02/2022	Danny Alder	STC_Badger_FEB22	31/01/2022	Badger Works - North Beach	180.00
15/02/2022	Alliance Tool Hire Ltd	P179139	31/01/2022	Scaffolding Hire	172.80
15/02/2022	Apogee Corporation Ltd	1284300	27/01/2022	Olivetti Copy Plan - January	63.04
15/02/2022		1285162	27/01/2022	Copier Hire & Plan - February	648.35
15/02/2022		1286231	04/02/2022	Toshiba 3555 - Toner Delivery Charge	9.00
15/02/2022		1286232	04/02/2022	Toshiba 3555 - Toner Delivery Charge	9.00
					729.39
15/02/2022	AquaAid (Southcoast)	402854	31/01/2022	TH - Drinking Water Sanitisation	52.78
15/02/2022		402855	31/01/2022	Depot - Drinking Water Rental	131.28
15/02/2022		402855	31/01/2022	Depot - Drinking Water Sanitisation	47.98
15/02/2022		402855	31/01/2022	Depot - Drinking Water - January	21.58
					253.62
15/02/2022	Arlingclose Ltd.	ACF2771	31/01/2022	Fee re: M&G charges reduction	123.13
15/02/2022	BIPCOM	INV-6019	01/02/2022	Telephone Services	3.00
15/02/2022	Broxap Ltd	INV285167	28/01/2022	Benches x 2	1,249.20
15/02/2022	Chunky Chairs Ltd	INV-0110	28/01/2022	Giant Deckchair Sling	285.00
15/02/2022	DAPTC	INV-0612	04/02/2022	Social Media Training	30.00
28/02/2022		INV-0643	15/02/2022	Training	30.00
28/02/2022		INV-0644	15/02/2022	Training	30.00
					90.00
28/02/2022	Dorset County Pension Fund	Month 11 Payroll	18/02/2022	Month 11 Pension Contributions	13,456.63
28/02/2022		Month 11 Payroll	18/02/2022	Month 11 CAYS Contributions	195.50
					13,652.13
15/02/2022	Dorset Waste Partnership	2800296130	04/02/2022	Depot - Recycling Collection - January	18.40
15/02/2022	Eagle Plant	BOU2791312	31/01/2022	Secure Storage Container - KGF - January	80.64
15/02/2022	Four County Services Ltd.	60127	10/02/2022	Depot - IT Services	283.66
15/02/2022		60128	10/02/2022	TIC - IT Services	430.57
15/02/2022		60129	10/02/2022	TH - IT Services	615.06
15/02/2022		60129	10/02/2022	TH - Telephone Services	42.00
					1,371.29
15/02/2022	G4S Cash Solutions (UK) Ltd	2022013776	31/01/2022	Cash Collection Services - January	514.58
15/02/2022	GH Print Management	INV-6524	03/02/2022	BG - Open Day Advertisement Stickers	30.00
15/02/2022	Greenham Trading Ltd.	04/370962	21/01/2022	Depot - General Materials/Equipment	313.44
15/02/2022		04/370962	21/01/2022	Vehicles - De-Icer	27.58
28/02/2022		04/373542	07/02/2022	Depot - General Materials & Equipment	124.97
					465.99
15/02/2022	A.R. Harris & Son	30941	05/02/2022	Peveril Toilets - Electrical Repairs	58.62
15/02/2022		30942	07/02/2022	BG - Electrical Repairs	66.00
15/02/2022		30955	07/02/2022	Beach Huts - Electrical Works	54.00
28/02/2022		30959	12/02/2022	Light Starters	7.56
					186.18
15/02/2022	Hunt Forest Group Ltd	527973	09/02/2022	Depot - General Materials/Equipment	1.50
28/02/2022	HMRC	Month 11 Payroll	18/02/2022	PAYE & NI - Month 11	12,101.43
15/02/2022	J.D. Facilities Ltd	INV-1069	01/02/2022	Cleaning - Toilets	6,438.20
15/02/2022		INV-1070	01/02/2022	Cleaning - Depot	197.59
15/02/2022		INV-1071	01/02/2022	Deep Clean - Depot	230.62
15/02/2022		INV-1072	01/02/2022	Cleaning - TH	499.20
15/02/2022		INV-1073	01/02/2022	Cleaning - TIC	263.20
					7,628.81
15/02/2022	JustPark	SWAN-2022-01	31/01/2022	JustPark Fees - January	187.73
28/02/2022	Life Education Wessex	Grant 03	15/02/2022	Life Education Wessex	430.00
15/02/2022	D. & P. Lovell Ltd.	L5152	08/02/2022	Digger Hire - February	336.00
15/02/2022	Lyreco UK Limited	6290282301	31/01/2022	TIC - Stationery	157.93
15/02/2022	The Methodist Church	Re: PO33013	09/02/2022	Church Hire - Council Meeting (14/03/2022)	75.00
15/02/2022	Metric Group Ltd.	C61805	31/01/2022	Aslan - February	192.00
15/02/2022	MIW Water Cooler Experts	W-026260	10/01/2022	Outdoor Water Fountain	3,480.00
15/02/2022	National Association of Civic Officers	22143	07/02/2022	AGM & Training	80.00
28/02/2022	Nat. Association of Local Councils	1453661947	01/04/2021	Training - Rebuilding Sustainable Communities	38.93
15/02/2022	National Express	j60020220131	31/01/2022	Agency Sales - January	10.75
28/02/2022	Newsquest Southern	39145833	11/02/2022	Job Advertisements - Various	840.00
15/02/2022	Nixons Hardware Ltd	121018	10/01/2022	PAG - Materials/Equipment	15.92
15/02/2022		121032	17/01/2022	PAG - Materials/Equipment	23.88
15/02/2022		121065	28/01/2022	TIC - Keys	10.50
					50.30

15/02/2022	Norfolk County Council	1576633	07/02/2022	Legal Fees - January		22.92
15/02/2022	N Power Ltd	IN01577475	26/10/2021	Electricity - August & September		3,793.03
15/02/2022	Ofcom	78504474	02/02/2022	Radio Licence Fee		75.00
15/02/2022	Origin Amenity Solutions Limited	RSIN0391960	08/10/2021	Fertilisers/Herbicides	335.70	
15/02/2022		RSIN0391960	08/10/2021	Grass Seed	79.00	
15/02/2022		RSIN0393132	18/10/2021	Fertilisers/Herbicides	202.50	
15/02/2022		RSIN0394231	27/10/2021	Fertilisers/Herbicides	153.00	
15/02/2022		OASI0001931	03/02/2022	Fertilisers/Herbicides	152.10	
15/02/2022		OASI0002354	04/02/2022	KGF - White Line Paint	315.90	1,238.20
18/02/2022	Swanage Town Council	Month 11 Payroll	20/01/2022	Net Wages-Month 11		40,849.81
28/02/2022	Personnel Hygiene Service	68874491	14/02/2022	Hygiene Services		2,052.33
28/02/2022	Pod Point Ltd	0001252598	14/02/2022	Pod Point Admin Fees		51.88
15/02/2022	LAVAT Consulting Ltd	109153	27/01/2022	PSTAX Club 2022/23		3,540.00
28/02/2022	Purbeck Arts Week Festival Ltd	Grant 05	15/02/2022	Purbeck Art Weeks		500.00
28/02/2022	RoSPA Play safe Team	60755	16/02/2022	Days Park Play Area - Annual Inspection	126.00	
28/02/2022		60755	16/02/2022	Mermond Play Area - Annual Inspection	288.00	414.00
28/02/2022	R U Secure Systems	130921	01/02/2022	CCTV Survey Form		60.00
28/02/2022	Swanage and Purbeck Development Trust	Grant 01	15/02/2022	Greengage-1	368.00	
28/02/2022		Grant 02	15/02/2022	Greengage-2	500.00	868.00
28/02/2022	Swanage Community Defibrillator Partnership	Grant 06	15/02/2022	Swanage Community Defibrillator Partnership		250.00
15/02/2022	Shaw & Sons Ltd.	0000283982	09/02/2022	Cemeteries - Stationery		277.20
15/02/2022	Swanage Town & Herston Football Club	2021/22 Grant	11/02/2022	Football Club Grant - Q2/Q3/Q4		2,962.50
15/02/2022	Society of Local Council Clerks	BK204875-1	01/02/2022	Climate Change Summit		108.00
15/02/2022	South West Councils	0000068294	10/02/2022	Inhouse Neurodiversity Course		475.20
15/02/2022	Spaldings (UK) Ltd.	SI-2744253	25/01/2022	Depot - Strimmer Oil		43.64
17/02/2022	Scottish & Southern Electric	EEVK049	17/02/2022	SSE Disconnection		2,824.26
15/02/2022	St. Michaels Garage	2359	31/01/2022	Vehicle Fuel - January	557.23	
28/02/2022		P 5121	10/02/2022	Jetwash Oil	11.94	
15/02/2022		S 21420	11/02/2022	HJ69 LCV - Repairs	243.60	812.77
15/02/2022	Suttle Stone Quarries	92971	31/01/2022	KGF - Materials	234.00	
15/02/2022		93250	31/01/2022	Forres Field - Materials	363.60	597.60
15/02/2022	Swanage News	1284/Jan22	29/01/2022	Newspapers - January		32.60
15/02/2022	Telefonica O2 UK Ltd	09205625	24/01/2022	SIM Charges - January		345.60
15/02/2022	Travis Perkins	9292 AMG166	24/01/2022	Beach Huts - Repairs (Materials)	184.13	
15/02/2022		9292 AMG332	26/01/2022	Drill Batteries	163.15	
15/02/2022		9292 AMG443	28/01/2022	Downs - Repairs (Materials)	20.14	
15/02/2022		9292 AMG443	28/01/2022	Vehicles - Seat Covers	25.49	
15/02/2022		9292 AMG463	28/01/2022	Depot - General Materials/Equipment	10.26	
15/02/2022		9292 AMG519	31/01/2022	Heat Gun	52.86	
15/02/2022		9292 AMG684	02/02/2022	Beach Huts - Paint	84.06	
15/02/2022		9292 AMG750	02/02/2022	Beach Huts - Repairs (Materials)	393.60	933.69
28/02/2022		Third Party Payments	Month 11 Payroll	18/02/2022	Month 11 Third Party Payments	
15/02/2022	Watson Fuels	I13010884	02/02/2022	Gas Oil x 604L		468.67
15/02/2022	Wessex Grounds Services	WGS 9944	06/02/2022	Depot - Management Services		3,240.00
<b>Total of BACS/CHAPS Payments</b>						<b>112,551.41</b>

<b><i>BACS supplier payments issued 15th February 2022</i></b>	36,931.61
<b><i>BACS supplier payment issued 17th February 2022</i></b>	2,824.26
<b><i>BACS payroll payment issued 18th February 2022</i></b>	40,849.81
<b><i>BACS supplier payments issued 28th February 2022</i></b>	31,945.73
	<b>112,551.41</b>

**Total of Payments 116,735.56**



## Sustainable Swanage – The Next Three Years

Sustainable Swanage is a group established in Swanage as part of the town's ongoing efforts to become a more sustainable community and protect the environment. For the past two years, the Dorset Coast Forum have hosted the project directly and before that it was hosted as part of Litter Free Coast and Sea for a year as a trial. The group was born out of a Litter Free Coast and Sea project that focussed on Swanage for three years and so it was decided to grow the group and have a project officer in place to drive its work and administer the group.

### The First Three Years (2019 to 2021)

From April 2020, Swanage Town Council funded the costs of a Project Officer through the Dorset Coast Forum. For 2020-21 this amounted to £16,000 with a further £16,000 for 2021-22. Therefore, as at the end March 2022, the direct financial input, over the two years, into Sustainable Swanage has been £32,000. In addition, there has been a significant amount of officer time (mainly the Visitor Services Manager). This investment has delivered the following to date:

- Plastic Free Swanage accreditation
- Created a recognised local brand with influence across the area
- Engaged and collaborated with wider environmental groups such as Planet Purbeck
- Supported the Council to deliver several of its Environmental Actions
- Developed social media content on both Facebook and Instagram, we now have 785 followers on Facebook and 614 on Instagram
- Undertaken a large number of 'Open Meetings' since inception (approx. 14)
- Started the process for establishing the Downs as a Nature Reserve and produced a first draft of a management plan.
- Active Travel group has been set up with regular meetings and campaigns and projects being progressed.
- Business Forum working group established and starting work
- Supported the Purbeck Energy Group and begun steps to establish an energy cooperative in Purbeck
- Established a Solar Streets initiative
- In 2019 100 trees were given away
- Prospect Green established and trees planted along with a new grass cutting regime
- Development of volunteer documents
- Development and maintenance of a website
- The Sustainable Swanage Steering Group established
- The following working groups have been set up or supported to date:
  - Greening Swanage
  - Active Travel
  - Business Forum
  - Purbeck Energy Group

## The Next Three Years (2022 to 2024)

The first three years has been about building a base and starting a series of projects. The second three years will be about completing projects and developing a legacy for the group to continue into the future. Over these three years the Town Council is planning to invest up to £60,000 to support the programme. It is therefore important that Town Councillors feel that they are obtaining value for money from the projects delivered by Sustainable Swanage.

## Project Management Approach

A list of projects has been developed and can be seen below. The Sustainable Swanage Steering Group will endeavour to focus efforts in these areas. However, it should be understood that many of the projects require volunteer support. Volunteers will focus their energies on areas that they wish to progress and have a passion for, which may or may not always align with the list of priorities below. Therefore, it is acknowledged that a degree of flexibility is included within this list which will be reviewed regularly to ensure that volunteer aspirations and resources can be aligned as closely as possible. The Project Officer will report to the Town Council on a quarterly basis with an update.

## The Project List

The following projects will be developed. A quarterly report will be produced detailing achievement against each project line below.

	<b>Project</b>	<b>How might success be tracked?</b>
1.	Develop a business forum which delivers tangible environmental improvements to the local area. Current thinking is that businesses should be engaged and supported to develop carbon neutrality strategies	The number of local businesses that have developed a carbon neutral plan.
2.	Work with local businesses, waste collection partners and local councils to reduce the impact of waste on the seafront environment	A reduction in litter collected by Beach Buddies and/or less overflowing bins and side waste
3.	Complete the establishment of the Downs Local Nature Reserve	LNR established
4.	Continue to develop Prospect Park into a community space that enhances the environment	Being used regularly by the local community and appreciated by people, wildlife surveys
5.	Develop and establish at least two additional green sites using the Green Infrastructure Strategy	Two green sites established
6.	Implement 'only rain down the drain' type artwork on the seafront in 2022 and if successful similar scheme in future years	Artwork implemented



7.	Work with other organisations to contribute to setting up repair shop/café in Swanage.	Repair shop/café set up
8.	Run regular engagement activities (i.e. market stalls, Open Meetings) and develop a programme of events	A timetable of activities published
9.	Develop and implement ideas around reducing the use of fossil fuelled vehicles in Swanage and including developing ideas around making movement around the town in a sustainable way easier and safer for residents and visitors	This could be a range of outputs which might include increased bike facilities, electric car points, walking routes, promotional and engagement activities such as car free days etc
10.	Continue to enhance and develop the website and social media	Increase in visits and followers
11.	Support and develop a Swanage Community Fridge	Community Fridge established
12.	Support efforts to increase awareness locally of energy efficiency and renewable energy schemes. Where possible, increase access to national and local schemes to promote installations that reduce energy use and facilitate the move to renewable energy	This could be a range of outputs leading to increased uptake of renewable energy schemes locally
13.	Develop a robust governance structure to ensure that the projects and funding can continue after March 2025	Governance roles developed and enhanced, and a clear role structure exists to continue developing local projects and identifying other grants and funding sources. A 'Future Options' report to be produced in 2023-24.
14.	Support the community in developing projects that have local support and interest	This will vary depending on the project but two examples to date might be the Swift project and the work around Bodyboards

### **Current governance arrangements**

#### Sustainable Swanage Steering Group

(STC, Dorset Coast Forum, Project leads, Planet Purbeck, Swanage Chamber of Trade)

- Chair – Sarah Spurling (Project Officer)
- Secretary – Culvin Milmer (Swanage Town Council)

### Feeding into the Steering Group

1. Greening Swanage Group – Lead: Jan Owens
2. Active Travel Group – Lead: Sarah Spurling
3. Business Forum Group – Lead: Pete Floyd
4. Purbeck Energy Group – Lead: Lucinda Neal
5. Beach Buddies – Lead: Dave Pratten / Planet Purbeck
6. Councillors Harris, Monkhouse and Foster– Swanage Town Council

In addition to the above, the Sustainable Swanage project sits within Dorset Coast Forum who offer the following support:

- Line management of Project Officer: Sarah Spurling
- Additional guidance given during regular as well as ad-hoc meetings
- Management of overall budget
- Additional administration as and when needed
- Core office services including finance, IT, legal, training and HR
- ‘Have your say’ website
- Zoom account

### **Document Review**

This document will be reviewed on an annual basis with quarterly reports provided by the Project Officer.

### **Action required**

To review this report and formally note its content.

Culvin Milmer

Visitor Services Manager  
Swanage Town Council  
March 2022



Nicola Clark

# AGENDA ITEM 12 (a)

**Subject:** Platinum Jubilee Beacon Lighting at Durlston - Thursday 2nd June 2022  
**Attachments:** Participants update letter - Beacon Lighting 2nd June 2022.pdf

**From:** Judy Saunders  
**Sent:** 07 February 2022 12:36  
**To:** Nicola Clark  
**Subject:** RE: Platinum Jubilee Beacon Lighting at Durlston - Thursday 2nd June 2022

Dear Niki

Thank you for your email.

We are planning to have a similar event to the 2016 Beacon Lighting we had at Durlston Castle to celebrate HM The Queen's 90<sup>th</sup> Birthday in which the invitation was from both the Chairman of DCC (at the time) and the Mayor of Swanage. The Chairman was thinking of a small reception with either burgers or wraps, tea, coffee, soft drinks etc for those invited with a Royal Toast at the appropriate time and speeches from the Lord-Lieutenant, Mr Angus Campbell, herself and the Mayor if she wishes to participate. I have secured a piper and a bugler to play 'Dui Regnare' and 'Majesty' respectively before the beacon is lit at 9.45pm, see attached from Bruno Peeks, Pageantmaster for Beacon Lightings.

With the previous joint beacon lighting in 2016, I sent out the invitations and Swanage TC provided guests they wished to invite also so if you would like to join this event, I'm happy to do this again.

The Chairman would like to invite members of the public to be present for the Beacon Lighting (after the reception inside) and I am looking into options for a burger van.

I look forward to hearing back from you when you have spoken to the Mayor.

With best wishes  
Judy

**Judy Saunders**  
**PA to the Chairman and Elected Members**  
**Democratic and Electoral Services**  
**Dorset Council**

01305 225067  
[dorsetcouncil.gov.uk](http://dorsetcouncil.gov.uk)



**Dorset**  
Council







# The Queen's Platinum Jubilee Beacons



THE QUEEN'S  
PLATINUM JUBILEE  
BEACONS  
2<sup>ND</sup> JUNE 2022



2nd June 2022

## IMPORTANT INFORMATION

Dear Participant,

### RE: THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 2022

We are delighted you are taking part and would like to confirm the following.

#### TOWN CRIERS - THE 'PROCLAMATION'

Town Criers are being asked to undertake the 'Proclamation' from central locations within their local communities at **2pm**.

#### PIPERS - 'DIU REGNARE'

As you know, we are encouraging those lighting Beacons to source a local Piper to play this lovely tune at their Beacon site before the Beacon is lit, adding a musical element of the occasion, and would ask Pipers play 'Diu Regnare' at **9.35pm** please.

#### BUGLERS & CORNET PLAYERS - 'MAJESTY'

We would like to encourage all those lighting Beacons to try and source a Bugler or Cornet player from local Cadet Forces, Salvation Army, School and other voluntary Bands to play the unique Bugle Call - 'Majesty,' at **9.40pm**, officially announcing the lighting of the Beacons at **9.45pm** please, and would those able to engage these, please register their involvement in a similar way to their Beacon at [brunopeek@mac.com](mailto:brunopeek@mac.com), enabling us to include their involvement.

#### THE QUEEN'S PLATINUM JUBILEE BEACONS & CHOIRS

Would you all be kind enough to plan lighting your Beacon/s at **9.45pm**.

#### CHOIRS & THE SONG FOR THE COMMONWEALTH

From the Guide To Taking Part you will have seen that we have been running a Commonwealth-wide Song Competition since 2nd June last year, with the winning song being sung by choirs large and small, from individual locations of their choice within their local communities, including Beacon sites where possible, as the Beacons are lit at **9.45pm**, in a unique musical tribute to Her Majesty The Queen that evening, filling the world with the sound of music and song.

continued overleaf



With this in mind, we would like to encourage you to source a local church, school, community, Salvation Army etc, choir, to undertake the singing of this song at your Beacon site as your Beacon is being lit. If successful, please register your choir **DIRECT** to [www.commonwealthresounds.com](http://www.commonwealthresounds.com), enabling us to include their involvement.

The music for 'Majesty' is available in the current Guide To Taking Part found at [www.queensjubileebeacons.com](http://www.queensjubileebeacons.com). The music and words for the 'Song for the Commonwealth' are available from [www.commonwealthresounds.com](http://www.commonwealthresounds.com).

The Guide To Taking Part will continue to be updated at the end of each month through to 30th May 2022, as more and more communities, organisations, councils and individuals etc, join the event.

### **PLANTING OF 7 TREES**

To assist with the sustainability of our planet, where possible and practical, we would like to encourage all those lighting Beacons to plant a circle of **SEVEN** trees **AFTER** the event please, ensuring it is undertaken during the correct period/season of doing so, at locations of their choice, with each tree representing a decade in the Queen's seventy year reign. (If you plan to plant a circle of trees, please register/confirm it in a similar way to your Beacon).

Together, your generous involvement in this celebration of The Queen's Platinum Jubilee on 2nd June next year, will enable us all to say a really big '**thank you**' to our Queen Elizabeth, who at her Coronation, dedicated her life to serve us all, and has more than kept that promise even through difficult times, so thank you and your community/team/organisation etc, for taking part.

My warmest regards,

*Bruno Peek*

Bruno Peek LVO OBE OPR

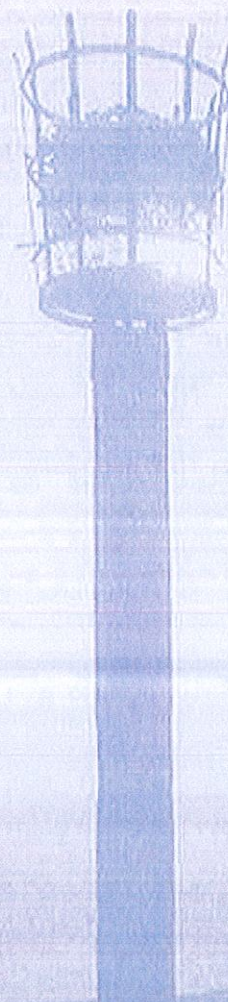
Pageantmaster

The Queen's Platinum Jubilee Beacons

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**HM Queen Elizabeth II Platinum Jubilee Celebrations - To consider proposal from PAW for Jubilee mural, shelter site, Shore Rd.**

On 16 Feb 2022, at 11:53, Charlotte Heath wrote:

Hi Niki

We would like to seek your approval to replace the middle mural (of the triptych) on Swanage sea front. Rather than repair it, we think there is an opportunity here to replace it with a celebratory Platinum Jubilee Crown mural - made by around 90 young people from Swanage schools including Purbeck View School. The young people involved will also contribute to the overall design; drawing on themes and ideas from their discussions with our local retired population each will have the chance to create a piece for this celebratory mural, and to learn something about local culture and history at the same time from our older people. The media would be a mix of ceramic tiles and colourful glittering mosaic. It would be the same size and fixed to the existing structure.

We think this is something created by the community that would further enhance the seafront and will be enjoyed by local people and visitors, and by the young people involved and their families, for years to come. As indeed are the current murals.

If this meets your approval we would like to suggest a high profile public launch for the Jubilee Crown community mural on Friday June 10th with local media, South Today, BBC South etc. We would like to invite the Mayor to come and unveil it - and, if you think it's appropriate, could the Lord Lieutenant be approached? And if so I'm not sure who might best make that approach?

We hope this meets your approval, and look forward to hearing from you.

Best wishes  
Charlotte

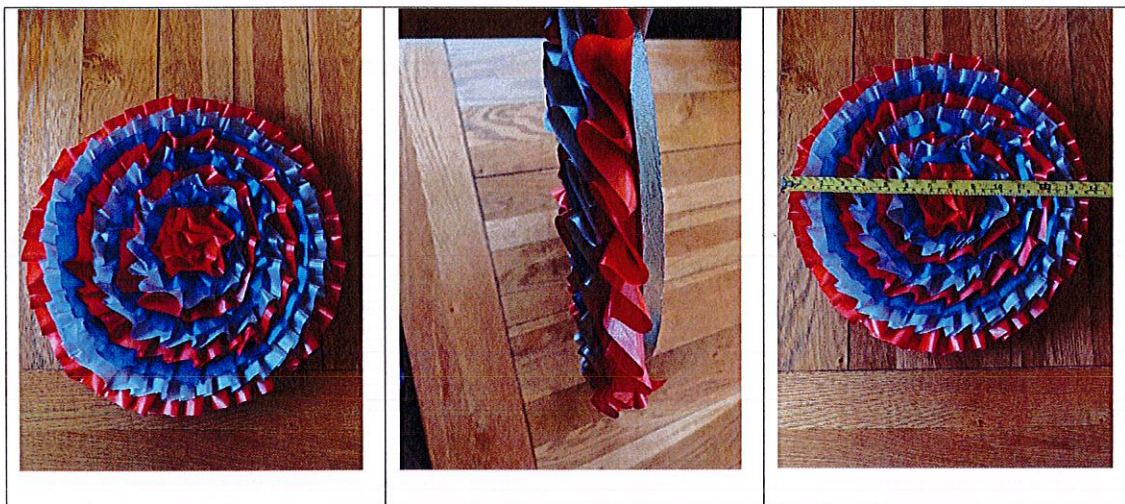
Charlotte Heath  
Chair, PAW Festival  
[www.purbeckartweeksfestival.co.uk](http://www.purbeckartweeksfestival.co.uk)

**To consider proposal from Purbeck Flower Club**

The Purbeck Flower Club have recently submitted a request to attach floral decorations to five lampposts along Station Road for the Queen’s Platinum Jubilee. As the lampposts are managed by Dorset Council, it is a requirement that any request to attach items is submitted by the Town Council.

The following information has been supplied by the Purbeck Flower Club:  
*Each rosette measures 14” in diameter and 2” deep and we propose that these will be attached ‘back to back’ to the lamp posts with cable ties at a height above easy reach to avoid tampering, streamers will hang from the base of each rosette. Each rosette weighs 300g.*

*A team of volunteers will attach the rosettes using ladders and remove them after the bank holiday weekend. Fitting and removal dates to be confirmed once we are authorised to proceed.*



The Town Council will be required to accept liability for this proposal and therefore the Purbeck Flower Club will be asked to provide a valid public liability insurance certificate and a risk assessment, before any work is authorised.

If the Town Council choose to approve this, a request will be submitted to Dorset Council for them to consider. A final decision will be made by Dorset Council.

The Flower Club initially put forward a further request to attach bunting to the catenary wires hanging across Station Road. However, the company which owns the wiring has advised that this would not be recommended due to potential safety risks in high winds. It would therefore be inadvisable for the Town Council to approve this request.

**Recommendation**

That the Purbeck Flower Club's proposal for mounting floral arrangements, as described above, to five lampposts along Station Road is approved and a request to proceed with this is lodged with Dorset Council.

Culvin Milmer  
Visitor Services and Business Development Manager

March 2022



**To Consider Town Council Commemorations**

Members are asked to consider what steps the Town Council should take to mark the Platinum Jubilee of Her Majesty Queen Elizabeth II's accession to the throne in February 1952.

To mark previous jubilees, and other national anniversaries, the Town Council has presented mugs, coins, spoons or lanyards to local schoolchildren. Some possibilities can be seen in the attached pdf document and via this website link [New Arrivals | Buy Official Royal Gifts from The Buckingham Palace Online Shop \(royalcollectionshop.co.uk\)](#)

Attention has also been drawn to other possible means of commemorating this important national occasion. At an informal councillor briefing held on 7<sup>th</sup> March, particular interest was expressed in tree planting, given that this would make a positive contribution to the Council's environmental action plan, and also create a lasting legacy.

Earlier this year six trees were planted at Forres Field, which was dedicated as a Queen Elizabeth II Field to commemorate the Diamond Jubilee in 2012. These were two silver birch trees, two mountain ash trees, a tulip tree and an oak tree. A commemorative plaque could be erected to confirm that these trees were planted as part of the Queen's Green Canopy initiative, information about which can be found via these website links, including a template plaque:

[Communities and Groups - The Queen's Green Canopy \(queensgreencanopy.org\)](#)  
[QGC-Plaque-Template.pdf \(queensgreencanopy.org\)](#)

The Queen's Green Canopy initiative will run until the end of 2022 and further tree planting could be considered in the next tree planting season from October.

**Decision required**

Members are asked to determine how the Town Council should commemorate the Platinum Jubilee.

Martin Ayres  
Town Clerk

March 2022