

Minutes of the **Zoom Meeting** of the
CAPITAL PROJECTS SUB-COMMITTEE
held **4.00 p.m.** on **WEDNESDAY 25th NOVEMBER 2020**

Present: -

Councillor C. Moreton - Chairman
Councillor A. Harris
Councillor D. Monkhouse
Councillor C. Tomes
Councillor M. Bonfield

Also present:

Councillor M. Whitwam

Martin Ayres – Town Clerk
Cara Johnston – Operations Administration Officer
Culvin Milmer – Visitor Services Manager
Gail Percival – Operations Manager
Alison Spencer – Finance Manager

Appointment of Committee Chairperson

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

That the Councillor Moreton, Chairman of the General
Operations Committee is the Chairperson for
the Capital Projects Sub-Committee.

1. Apologies

Apologies for their inability to attend the Meeting were received from Councillor
Page.

2. Declarations of Interest

No declarations of interest were made in respect of items on the agenda.

**3. To approve, as a correct record the Minutes of the Meeting of the Capital Projects
Sub-Committee held on 21st October 2020.**

It was Proposed by Councillor Tomes, seconded by Councillor Harris, and
RESOLVED UNANIMOUSLY: -

That the Minutes of the Meeting of the Capital
Projects Sub-Committee held on 21st October 2020
be approved as a correct record.

4. To receive an update from the Operations Manager regarding:

a) Ongoing projects:

- Boat Park/Jetty & Slipway –New bollards to protect the fuel store have been installed and the chain to link them is awaited. Works to the old jetty, to refix the bollards is still outstanding, this is due to conflicting tide times and there may be a delay for works until the clocks change in the spring. The budget for these works may therefore need to be carried over to 21/22. A suggestion was made for signage in the area to advise against littering and storage of items near the fuel store.. Ground markings for the pedestrian walkway have been allocated in the budget for next year.

- Recreation Ground/Days Park play area refurbishment – works on the recreation ground are progressing well and are on schedule to be completed by Christmas. Notice signs for three of the gates and have been ordered and a double-sided noticeboard location has been agreed. The mesh fencing on the recreation ground will be replaced and works to Days Park will commence on 11th January 2021.
- Purchase of electric vehicle – an order has been placed for an electric van. It is £200 over budget as a decision was made that a multipurpose vehicle would be more beneficial than a pool car.
- Museum/Heritage Public Conveniences feasibility study – a report had been received with four installation options but without a price. All four options include disability and unisex toilets. Surveys of all public conveniences are due to be carried out next year. The question was raised regarding a timescale for works to the museum and heritage toilets and whether a working party needs to be arranged. It was agreed that plans be put on hold temporarily.

After discussion it was Proposed by Councillor Bonfield, seconded by Councillor Tomes, and
RESOLVED UNANIMOUSLY: -
 That the refurbishment of the Museum/Heritage Public Conveniences works be incorporated in the budget setting for 2022/23.

b) Programme of works 2020/21

- Downs/Seymer Road Wall Reconstruction – works are progressing well and are on schedule to be completed on the 19th February 2021. Up to five metres of wall have been completed so far.
- Spa investigate ground works – an on-site meeting is due to be held on the 3rd December with the contractor and an update provided at a future meeting.
- The Parade Railings - Dorset Coast Forum were been requested to provide quotes. It has been agreed costs will be split equally between Dorset Council and Swanage Town Council with a 50% share of costs totalling £4,787. There are four areas where the railings are broken. Repairs and painting works are anticipated to be completed in the spring.
- Car Park resurfacing De Moulham back roads – the works tender closed on 25th November and tenders are being evaluated. Evaluating includes assessing price and quality and a pass/fail requirement for completing works for other public sector organisations. It was noted that an Extraordinary Council meeting may be required to discuss the recommendations and award the contract.

c) Planning for works 2021/22

- Days Park/Northbrook Road footpath improvements – quotes have been requested for the existing 310 metre footpath. The Operations Manager has met with the Dorset Council Property representative to discuss the installation of a separate path to North Beach Car Park to join the path. An estimate is awaited. The possibility was discussed for the pathway to be illuminated. An £18,000 budget was allocated but may be more as this figure did not include lighting. It was suggested to advise St Marys School once the path works have been agreed. It was noted the path would provide access to the cricket club and also reported that when St Marys School was opened the parents could potentially use North Beach car park free of charge to pick up their children.
- World War II fortification – it was reported that the cost of repainting and refurbishment to the construction by a specialist concrete consultancy was likely to be in the region of £40,000-£50,000. Any future works would require

a procurement exercise and it was further reported that the lifespan of the bunker following works would only be in the region of 5–12 years and deterioration will increase at a quicker rate if it is left in its current state. The Conservation Officer at Dorset Council has advised that the construction is not currently listed. It was suggested that a photographic and digital survey be completed. It was agreed full details of costings, including a demolition cost be referred to a full council meeting.

- Station Approach –the Dorset Council Transport Manager indicated that they would undertake a pre-feasibility brief which would outline options available. Following this the scheme may then be put forward through the Local Transport Plan prioritisation process and ranked against other schemes from across Dorset to establish priority. The Town Clerk had received feedback from the Co-op who noted they were unlikely to be able to contribute financially to any proposals.
- Cow Lane/Panorama Road – it was reported that the Operations Manager is trying to contact the Wessex Water to obtain details of if drains are adopted and is liaising with a contractor regarding the core samples.
- Burlington Chine Public Conveniences – it was reported that the facilities are open and working. There is £30,000 allocated in the budget of for 2021/22. Concerns were raised as to whether the system could possibly fail next summer. The recent drainage camera showed suspect areas and the question was raised whether another survey could be completed from the different angle. A query was also raised regarding land ownership and whether to introduce a service charge. A suggestion was made to complete a full drainage camera survey to the pipe work as well as a full survey of the building to obtain more detailed information.
- Seafront catenary wire and lights replacement – it was reported that there is a £15,000 budget for next year in order to provide new PVC coated catenary wires and lights along the length of the seafront. A quote for the supply has been received and an installation quotation is awaited.
- Main beach car park electronic sign – the Finance Manager reported that unless you had a barriered car park any sign would not be able to provide the number of available spaces. A suggestion was made for a mobile sign which would be movable between car parks.

5. Items of Information and Matters for Forthcoming Agendas.

- a) Bandstand – it was reported that it was previously agreed with Friends of Swanage Bandstand that the cost of coping stone replacement would be £10,500. Preliminaries and site set up costs for these works had increased as a result of the decision not to proceed with the wall and drainage at this time. It was reported that a decision is to be made next year whether any drainage works would be required. A reduced sum for the preliminary and site set up costs have been applied to the coping stones works which amount to £3,700, totalling £13,500. The question was raised as to whether the Council be prepared to cover those costs. A suggestion was made to do reduce the number of coping stones in order that they could be delivered within the original estimated sum.
- b) Play Areas - it was advised that the official opening of the new refurbished recreation areas would not be directly upon their completion but planned for later in 2021.

8. **Date of next meeting**

Wednesday 13th January 2021.

The Meeting concluded at 5.45 p.m.

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