

SUPPORTING PAPERS

SWANAGE TOWN & COMMUNITY PARTNERSHIP

30TH SEPT 2020.

Town Hall
High Street
Swanage
Dorset
BH19 2NZ

Constitution

1. Name

The organisation will be called the Swanage Town & Community Partnership otherwise known as “the Partnership”

2. Mission Statement

“A vibrant friendly community of all ages based on a successful economy, in a safe healthy environment whilst preserving the uniqueness of Swanage as a gateway within an area of World Heritage Status“

3. Membership

Membership shall be open to all statutory authorities, voluntary organisations, clubs and community groups in Swanage and its rural catchment area (Corfe Castle, Worth Matravers, Langton Matravers and Studland).

Membership should consist of officers and members of the Partnership. All members will be subject to the regulations of this constitution.

4. Membership Fees

Membership will normally be free of charge.

5. Officers of the Partnership and Appointment of Officers

The officers of the Partnership will be:

- Chairman
- Vice Chairman
- Honorary Secretary
- Honorary Treasurer

6. Annual General Meetings

Elections of officers and the appointment of an external examiner are to take place at the Annual General Meeting (AGM).

Notice of the AGM will be given by the Honorary Secretary. Not less than 21 clear days’ notice to be given to all members. The AGM will normally be held in June in any given year.

The AGM will receive a report from the Chairman and the Honorary Treasurer of the Partnership and a statement of the audited accounts.

All members have a right to a single vote at the AGM and no individual may vote for more than one group or organisation.

The quorum for AGMs and General Meetings will be ten members.

Nominations for officers and members of the Steering Committee will be submitted to the Honorary Secretary prior to the commencement of the AGM.

The Partnership has the right to call General Meetings outside the AGM and both shall be open to the general public.

7. General Meetings, Steering Committee and Sub-committees

The Partnership will be responsible for adopting new policy, codes of conduct and rules that affect the affairs of the organisation.

The Partnership will receive recommendations from a Steering Committee.

The Steering Committee will be elected at the AGM and comprise of:

- Two nominated Swanage Town Councillors at least one of whom will be a Purbeck District Councillor;
- The Executive Officers of the Swanage Town and Community Partnership (as listed in paragraph 5 above);
- Two Swanage Town and Community Partnership ordinary members;
- Two Trustees of the Swanage and Purbeck Development Trust.

The quorum required for business to be agreed at any Steering Committee meetings will be four, with attendance from at least three of the above four categories.

The Partnership will have powers to appoint sub-committees and/or working groups as necessary and to appoint advisers to fulfil its business.

8. Finance

All monies will be banked in an account held in the name of the organisation.

The Town Council will act as the accounting body. The Town Clerk and/or Responsible Financial Officer of the Town Council will act as the Honorary Treasurer and in that capacity will be responsible for the finances of the organisation. No authority is given to enter into debt.

The financial year of the organisation will end on 31st March.

An audited statement of Annual Accounts will be presented by the Honorary Treasurer at the Annual General Meeting.

Any cheques drawn against funds should hold the signatures of the Honorary Treasurer plus a minimum of one other officer.

9. Dissolution

A resolution to dissolve the Partnership can only be passed at an AGM or a General Meeting through majority vote of those present at the meeting.

In the event of dissolution, any assets of the organisation that remain will become the property of either a successor organisation, or the Swanage Town Council.

10. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM, or General Meeting.

11. Declaration

The Partnership hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

| | | | |
|---------------|----------------------|----------------------|----------------------------------|
| Signed | <i>K Y Gallagher</i> | <i>M P Bonfield</i> | <i>25th June 2015</i> |
| | Chairman | Vice Chairman | Date |



**Chair, Vice Chair, Honorary Secretary,
and Steering Committee Member
Expression of Interest Form 2020/21**

Please return completed forms by the close of business on Tuesday 29th September 2020 to:

Emma Evans
Management Support Officer
Swanage Town Council, Town Hall, Swanage, BH19 2NZ
Email: e.evans@swanage.gov.uk

From:

Name:
(Full name)

Address:
.....
.....

Contact telephone number:

Email:

Club, organisation or community group representing:
.....

(Only one organisation may be represented per person)

Why I think I would make a positive and effective contribution to the Swanage Town & Community Partnership and/or Steering Committee:

.....
.....
.....
.....
.....

Position of interest: **Chair / Vice Chair / Secretary / Steering Committee Member*
**Please delete as applicable*

Swanage Town & **COMMUNITY** Partnership

Telephone: 01929 423636
E-mail: admin@swanage.gov.uk

C/o Town Hall
SWANAGE
Dorset
BH19 2NZ

Annual Report - Year Ending 31st March 2020

Appointed Officers as at 31st March 2019

Chairman – Mrs K Gallagher
Vice Chairman – Councillor M Bonfield
Honorary Secretary – Vacant
Honorary Treasurer – Dr M K Ayres

Appointed Officers as at 31st March 2020

Chairman – Mrs K Gallagher
Vice Chairman – Councillor M Bonfield
Honorary Secretary – Vacant
Honorary Treasurer – Dr M K Ayres

Accounting Body – Swanage Town Council

Bank – Lloyds TSB, Swanage

Independent Examiner – Mrs R Darkin-Miller LLB (Hons) BFP FCA

Mission Statement

“A vibrant friendly community of all ages based on a successful economy in a safe, healthy environment whilst preserving the uniqueness of Swanage as a gateway within an area of World Heritage Status”.

Membership

Membership is open to nominated representatives of all statutory bodies, voluntary organisations, clubs and community groups.

Projects & Activities

The Swanage Town & Community Partnership has continued to build strong relationships with strategic partners as they recognise that the public purse is shrinking and the community is being asked to ‘step up to the plate’.

Under the management of Swanage & Purbeck Development Trust, The Centre continues to thrive, now in its fourth year, hosting a full-time childcare facility, youth club and many community activities and festivals. The Trust have also taken on Herston Village Hall and is in

the process of raising £116k to refurbish the building and create a modern, low cost hall for the community.

Swanage 2027, the Partnership's Executive Committee (which brings together the Town Council, Swanage & Purbeck Development Trust and community representatives), is continuing to work hard to find solutions to priorities identified in the Swanage Local Plan, which was adopted by the legacy Purbeck District Council in June 2017.

The key projects identified are:

- implementation of the Green Infrastructure Strategy (being delivered through a partnership of Swanage Town Council, National Trust, the local community and landowners);
- improved sea defences (with a successful temporary defence over the 2019/20 winter);
- improved outdoor performance space (bandstand fully restored due to joint working between the Town Council and Friends of Swanage Bandstand);
- improved town centre traffic flow (a successful scheme on track to be delivered by the Highway Authority to improve safety and traffic flow on Institute Rd);
- 'Wellbeing Swanage' (ongoing conversations and business plan shared between Swanage and Purbeck Development Trust, Swanage Town Council and Dorset Council to maintain and improve health and well-being in Swanage);
- increased provision of affordable housing (Dorset Council has allocated the embryonic Swanage Community Land Trust (CLT) £50,000 of funding to take a community housing project through its early stages);
- expand Swanage Museum & Heritage Centre (the museum building has now been transferred from District to Town Council and the Museum has undertaken £10k of improvements);
- substantial improvements to Day's Park Football Club (consultation has been undertaken and a positive response received to proposals for the upgrading of the Football Club facilities at Days Park);
- creation of local list of heritage assets and review of conservation areas (project near completion by the Purbeck Society).

Looking to the future, Swanage 2027, continues to respond to other community issues as they arise. Most recently the focus of the whole community, working together, has been on the response to the Covid 19 epidemic, whilst still moving forward, albeit sometimes at a slower rate, on key priorities.

Finance

- 1) In 2019/20 the Partnership did not apply for or receive any grants/contributions during the course of the financial year.
- 2) All funds currently held are a means to facilitate future funding for projects. The S&PDT, as the delivery arm of the Partnership, can draw down funds from the balances held by the Partnership, subject to approvals. In 2019/20, £5,000 was drawn down by the S&PDT, as approved at the meeting held 12th June 2019, Minute 11 c ii).
- 3) In 2019/20 the ST&CP incurred £89 in bank charges.
- 4) The total of available funds carried forward to 2019/20 is £4,357.

SWANAGE TOWN & COMMUNITY PARTNERSHIP

STATEMENT OF ANNUAL ACCOUNTS 2019/20

Income & Expenditure Account 2019/20

| 2018/19 | | | 2019/20 | |
|----------|--------------|-------------------------|----------------|----------------|
| £ | £ | | £ | £ |
| | 9,524 | Balance brought forward | | 9,446 |
| | | Contributions | | |
| | | Grant Funding | | |
| <u>0</u> | <u>0</u> | | <u>0</u> | <u>0</u> |
| | | Expenditure | | |
| (78) | | Bank Charges | (89) | |
| 0 | | Grant Funding | 0 | |
| <u>0</u> | | S&PDT | <u>(5,000)</u> | |
| | (78) | | | (5,089) |
| | <u>(78)</u> | Net Profit/(Loss) | | <u>(5,089)</u> |
| | | | | |
| | <u>9,446</u> | Balance carried forward | | <u>4,357</u> |

Balance Sheet at 31st March 2020

| 31st March 2019 | | 31st March 2020 | |
|--------------------|----------------------------|--------------------|-------|
| £ | | £ | £ |
| | CURRENT ASSETS | | |
| 9,446 | Cash and Bank | 4,357 | |
| 9,446 | Total Assets | | 4,357 |
| | CURRENT LIABILITIES | | |
| 0 | Creditors | 0 | |
| 0 | Total Liabilities | | 0 |
| 9,446 | Net Assets | | 4,357 |
| | Funds: | | |
| 9,446 | Non-Allocated Funds | | 4,357 |
| 0 | Allocated Funds | | 0 |
| 9,446 | Total Funds | | 4,357 |

Independent Examiner's Certificate

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  Date: 25/03/2020

Name: Mrs R Darkin-Miller LLB (Hons) BFP FCA

Swanage2027 – Plan for 2020/21

| Strategic objective | Project | Link person | Key partner organisations – update |
|-------------------------|---|-------------|---|
| H1 Priority: High | Explore Community Land Trust to provide social, local housing | MA | The Swanage Community Housing Steering Group has been established to move the project forward. The public meeting scheduled for 22 nd April 2020 at 7 p.m. at Emmanuel Baptist Church was cancelled due to lockdown restrictions, however, a virtual meeting will be scheduled for November 2020. The public meeting will explain the aim of the housing project, ascertain public opinion and gain potential interest to assist with the project. |
| N1 Priority: High | Create Town Centre Sea Defence Strategy | MA | Swanage Coastal Change Forum, STC, Dorset Council, EA, S&PDT - Given that a significant amount of funding has been acquired, general agreement that scheme for sea defence will be developed. Three strands to the strategy: <ol style="list-style-type: none"> 1. Temporary: concrete sea defences will return during October 2020. 2. Interim: Repairs to the sea defences, including parade and stone quay, will commence October 2020. DC are leading the project. 3. Long term: Partnership headed by Dorset Coastal Forum. The report regarding overtopping is complete, however, design stage is ongoing and public consultation regarding options is scheduled to commence before Christmas 2020. The Shore Road survey results may be considered as part of the wider project, as this could impact the design for long-term flood defence e.g. flood gates. |
| N2 Priority: High | Co-ordinate work of environmental organisations in Swanage, deliver agreed actions from the Swanage Green Infrastructure Strategy and take steps to address the climate crisis. | TC/AH | STC/Dorset Council/National Trust - Sustainable Swanage have taken a lead and coordinated the formation of a group around 'Greening Swanage'. This group are likely to take on a lot of the community greening projects identified in the GIS – but also deliver more. The tree planting programme has seen 100 trees given away to residents of Swanage earlier in the year and the Victoria Avenue replanting in partnership with |

Updated September 2020

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| | | | <p>Trees for Dorset also took place earlier in 2020.</p> <p>Further schemes identified in the Greening Infrastructure plan were being investigated. STC adopted draft Environmental Policy February 2020 and the STC Environmental Policy working party had met early September 2020 to discuss the action plan.</p> <p>Rabbling Road 'pocket park' is to be established and a local nature reserve on the Downs.</p> |
| S2 Priority: High | Wellbeing Swanage Health & Wellbeing in the community | BF/KG | <p>STC/S&PDT/Dorset Council - The intention continues to be joint working with Children's and Adult Services – As a result of the Draft Transformation Plan presented to DC Cabinet in November 2019, a Chapel Lane Transformation plan was prepared. STC approved proposals in February 2020 and joint submission sent to Dorset Council.</p> <p>Due to changes in leadership of Adult and Children's services STC and S&PDT need to re-visit contacts to check the status of proposal with DC.</p> <p>It was noted that the need for community services, including mental health provision, was a high priority due to Covid-19 impact.</p> |
| S4 Priority: Medium | Improve and expand Museum/Heritage Centre ¹ | MN | <p>The museum has allocated £10,000 for a refurbishment programme to include re-wiring, redecoration and re-fitting of exhibits. The museum had been scheduled to re-open at Easter, however, was not possible due to lockdown measures.</p> <p>A working party will be scheduled to consider future expansion once plans from Dorset Council regarding a revised layout of the public conveniences have been provided.</p> |
| H2 Priority: Medium | <p>Develop transport links and traffic flow improvements with enhancements to the seafront and town centre.</p> <ul style="list-style-type: none"> • Institute Road • Shore Road – September Roads and Transport Committee • Station forecourt | MW | <p>STC/Dorset Council - Institute Road Improvements: Project completed and well received.</p> <p>Shore Road: Public consultation via Google forms and 'Swanage Matters' newsletter, received total of 847 responses. The Shore Road Working Party will review results and feedback to a future meeting. Possibility of integration into Dorset Coastal Forum flood defence project.</p> <p>Station forecourt – Social distancing measures have been implemented and</p> |

Updated September 2020

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|-----------------------------|--|-------|--|
| | | | worked well over the summer. STC and stakeholders to discuss traffic flow and pedestrian access in Station Approach at an upcoming meeting. An update will be reported at a future meeting. Request to be made to PTAG to seek a co-ordinated Purbeck Transport Plan to alleviate heavy traffic in Purbeck. |
| H2 Priority: Medium | Explore options for Multi-Function Centre, Enterprise Hub/Incubation Units, and develop sporting facilities at Days Park | BF | S&PDT/STC/S&HFC – The quotes for architects, engineers and consultants had been received, however, these had been higher than anticipated. Fundraising was being considered to cover the shortfall and Dorset FA was looking to assist. An update would follow at a future meeting. |
| H2 Priority: Low | Explore provision of community bus/transport | KG/MN | Partners continuing to work on proposals. Various options being considered including the route. Budgets for potential contributors to the service had not been finalised for 2021. |
| H3 Priority: Complete | Review Conservation Areas and create Local Listing | MA | Purbeck Society/STC/Dorset Council Conservation Officer – Purbeck Society members have finalised a register of buildings of historic merit outside of the existing conservation areas. It was noted that this will be a useful tool in adding weight to planning committee representations. A presentation will be provided to a future Planning and Consultation Committee meeting. |