

negotiated a one year extension to the current contract until 1st April 2017. However, it was hoped that the contract would be out to tender within the next six months.

9. **Swanage Green Infrastructure Strategy – opportunity to provide Feedback to Purbeck District Council regarding draft report** – it was confirmed that a response in support of the draft document had been submitted to PDC, along with comments and suggested amendments to be made.
12. b) **Consideration of a public address system for the Council Chamber** – it was reported that discussions were ongoing, and costings were being obtained for further consideration at a future Monthly Council Meeting.

4. Allotment Matters

a) **Matters raised by Prospect Allotment Association**

i) **Swanage Local Plan – update requested**

Concerns were again raised regarding the possible redevelopment of the allotment site. It was confirmed that this was an option to be explored as part of the SLP process.

ii) **Condition of allotment track**

Concerns were raised regarding the condition of the track. It was confirmed by the Operations Manager that there were funds available within budget to effect repairs, and a JCB was on site to complete these works. A query was raised as to whether ‘speed bumps’ could be installed to reduce the speed of vehicles using the track, which may also reduce damage to it.

iii) **Letter to PDC Planning Committee**

It was reported that a letter had been sent by the Association to the Chairman of the PDC Planning Committee, along with a request for the contents to be shared with Town Councillors. However, it was confirmed that a copy had not been received by the Town Council and a copy would be provided by the Allotment Association.

iv) **Event - Allotment vegetable/flower show on Rabling Green**

It was reported that the show in August had been a success, despite the poor weather conditions, and a big thank you was given to all who had made it possible.

5. Cemetery Matters

a) **Matters raised by James Smith Funeral Directors**

There were no matters raised. However, it was reported that Mr Malcolm Green, Branch Manager, had noted that charges had remained the same for the coming year. Thanks were given to the Town Hall staff and Operations Team for the good working relationship held.

Mrs P Lancaster and Mrs S Powell left the meeting at 4.45 p.m.

6. Fishermen’s Huts and Jetties

a) **Matters raised by Swanage Fishermen’s Association**

i) **Proposed removal of eastern jetty and extension of western jetty**

It was confirmed that the matter was progressing and costings were being finalised. The Town Clerk would provide the Association with a more detailed update in due course.

ii) **Boat Park/RNLI Development**

A query was raised regarding the future operation of the boat park. It was confirmed that the Boat Park Working Party had met with interested parties

to discuss potential changes to the future operation of the facility. A request was therefore made to include this matter on the agenda of the next Committee Meeting in April 2016.

Mr A Lander left the meeting at 4.50 p.m.

7. Budget Setting 2016/17

a) Capital Programme Monitoring and Plans for 2016/17

Copies of the Capital Programme 2015/16 – 2017/18 Estimated Expenditure Report and the 2015/16 Q2 Monitoring Report had been circulated with the agenda for information/review purposes. The Operations Manager gave a brief update on the progress of schemes to date, and advised that there would be a revision to budgets for 2016/17 to include the following projects:

- **Forres Field** – new changing rooms and public toilets
- **Recreation Ground Phase 2** – War Memorial wall, bandstand, footpaths and planting scheme
- **Seafront Enhancement Scheme Phase 3** – stabilisation works at Sandpit Field, Spa and weather station
- **Boat Park** – an estimate had now been received for necessary repairing works to the existing slipway surfaces and walkways

b) Review of Operations Budgets

A copy of the Operations Budgets Report for 2015/16 was circulated with the agenda for information/review purposes. Suggestions were made for potential changes to the format of the report, and it was agreed that these would be explored in advance of next year’s budget setting process.

c) Scale of Charges 2016/17

Members reviewed the draft scale of charges and had no further comments to raise in advance of the budget setting process for 2016/17. It was agreed that it would therefore be discussed further at the Policy, Finance & Performance Management Committee Meeting on 9th December 2015. It was proposed by Councillor Bishop, seconded by Councillor Bonfield and **RESOLVED UNANIMOUSLY:**

That the following draft Scale of Charges be taken forward to the Policy, Finance & Performance Management Committee Meeting due to be held on 9th December 2015 and considered further during the budget setting process for 2016/17.

	Agreed Fees 2016/17 (including VAT @ 20% where applicable) £/p
5. <u>ALLOTMENTS</u>	
Prospect (per rod)	6.50
6. <u>PEVERIL POINT</u>	
Dug-Out Storage Area, Rear of Waterside (per week)	10.56
Rent of Hut Site (East of Lifeboat House)	210.00
Fishermen's Huts	400.00

Prince Albert Gardens - charge to be considered upon application to the Council

7. <u>STONE QUAY & MONKEY BEACH</u>	
Monkey Beach Boat Rings (Private) Pleasure Boats (exceeding 30 passengers) (not exceeding 30 passengers) (not exceeding 12 passengers) Boat operation from Pontoon Motor Boats (not exceeding 15 feet) Hut on Quay	84.00 735.00 655.00 220.00 235.00 155.00 135.00
8. <u>TOWN HALL LETTINGS</u>	
Council Chamber	
Public Meetings and Lectures (per session) Property Auctions Civil Marriage/Partnership Ceremonies	44.00 145.00 120.00
Committee Room	27.00
* Community Groups (providing a service to Swanage residents) & Public Sector Organisations (agreed Minute 6) General Operations Committee 19th November 2014)	No Charge
9. <u>KING GEORGE V FIELD</u>	
Caravan Club Rallies (Daily per Unit)	22.00
Football Pitch & Changing Facilities (Youth Teams)	25.00 6.00
10. <u>FORRES SPORTS FIELD</u>	
Football Pitch & Changing Facilities (Youth Teams)	25.00 6.00
11. <u>DAY'S PARK</u>	
Football Club (Lease expires 31/03/2008)	5.00
12. <u>LOWER GRAMMAR SCHOOL SPORTS FIELD</u>	
Football Pitch (N.B. No Changing Facilities) Allnatt Centre (Pending discussions regarding school usage)	12.50 2500.00
13. <u>JOURNEY'S END</u>	
Football Pitches Youth Teams Isle of Purbeck Arts Club (Lease expires 31/03/2002) New agreement pending – ongoing	12.00 6.00 150.00
14. <u>SUNDRY</u>	
Punch & Judy Concession - Operator's Licence-renewed annually-terminated by Operator in 2015-under review	510.00
15. <u>GODLINGSTON CEMETERY</u>	

Garden of Rest

Cremation Plot for burial of cremated remains in casket or urn.

(i) Interment Fees - for burial of casket or urn in plot 2' x 2':	
(a) first interment	150.00
(b) for each additional interment (to 4 interments)	150.00
(c) for additional multiple interments (2nd, 3rd or 4th interment)	
Fee for multiple interments of cremated remains: one third of the full first interment fee if interment is made at the same time - as recommended by the General Operations Committee 01/04/15 - Agreed by Full Council Minute 177. 20/04/15	50.00
(d) for interments on Saturdays, Sundays and Public Holidays	160.00
(ii) Exclusive Rights - for grant of right of burial for a period of one hundred years (each space in this section)	295.00
(iii) Memorials	165.00
(iv) Fee for persons not resident in the parish.	As above x 2
(v) Transfer of Rights	50.00

Earthen Graves

(i) Interment Fees - for body of	
(a) child whose age at time of death did not exceed THREE years in a grave not exceeding in depth: 7 feet (2 interment)	70.00
(b) person whose age at time of death exceeded THREE years in a grave not exceeding in depth: 7 feet (2 interments)	330.00
Casket-type coffin	470.00
(c) for interments on Saturdays Sundays and Public Holidays	365.00
(d) scattering of ashes beneath turf/headstone of existing grave	90.00
(e) scattering of ashes on existing grave/ garden of remembrance	30.00

Note

Where the bodies of a still-born and/or other person are buried in the same grave at the same time the fees shall be related to the first interment.

(ii) Exclusive Rights - for the grant of right of burial for a period of one hundred years each space in:	
Section A	470.00
Section B	385.00
Children's Section	70.00
(iii) Fee for persons not resident in the parish.	As above x 2
(iv) Transfer of Rights	50.00

Brick Graves or Vaults

(i) Right to construct (including grant of right.of burial therein for a period

of one hundred years) on each space:	
Section A	2550.00
Section B	2250.00
(ii) First Interment	1600.00
(iii) Re-opening	1600.00
(iv) For interment Saturdays Sundays and Public Holidays	780.00
(v) Fee for persons not resident in the parish.	As above x 2

Monuments, Gravestones & Inscriptions

(i) Headstone, Cross or other Memorial when erected not exceeding 3ft, in height	165.00
(ii) Monument not exceeding 6' in height covering the whole grave space 7' x 3' when erected	515.00
(iii) Footstone not exceeding 2'6" x 2'6" x 6"	165.00
(iv) Kerb set	165.00
(v) Flatstone not exceeding 7' x 3' x 6"	275.00
(vi) Vase not exceeding 12" in height	45.00
(vii) Any other memorial not referred to above	By Agreement
(viii) Each additional inscription after the first in respect of each person	35.00
(ix) Fee for persons not resident in the parish.	As above x 2

GODLINGSTON MEADOWLAND BURIAL

(i) Exclusive Rights - for the grant of right of burial for a period of one hundred years for:	
(a) child whose age at time of death did not exceed THREE years	70.00
(b) person whose age at time of death exceeded THREE years	385.00
(ii) Interment Fees - for body of	
(a) child whose age at time of death did not exceed THREE years in a grave not exceeding in depth: 7 feet (2 interment)	90.00
(b) person whose age at time of death exceeded THREE years in a grave not exceeding in depth: 7 feet (2 interments) Casket-type coffin	350.00 490.00
(c) for interments on Saturdays Sundays and Public Holidays	385.00
(iii) Interment Fees - for burial of casket or urn	
(a) first interment	170.00
(b) for interments on Saturdays, Sundays and Public Holidays	180.00
(c) scattering of ashes beneath turf of existing grave	110.00
(d) scattering of ashes on existing grave/ garden of remembrance	30.00

(iv) Fee for persons not resident in the parish.	As above x 2
(v) Transfer of Rights	50.00
Memorial Tree Plaque	155.00
Cemetery services will not be available for the period 24th December to 2nd January	
Hire of Cemetery Chapel	No Charge

16. **Memorial Benches** - 5 year future maintenance contribution 200.00

8. The Swanage and Purbeck Sculpture Trail – consideration of request received seeking permission to site a new sculpture in Prince Albert Gardens

Further to Minute No. 6) of the Tourism Committee Meeting held on 2nd March 2015, an email had been received from a local artist seeking permission to site a new sculpture in Prince Albert Gardens. Members felt that more information was required to enable them to consider this request further, and it was therefore agreed to defer this item to the next Committee Meeting to be held in April 2016.

9. Operations Manager’s Report

The Operations Manager gave a brief report on the following:-

- a) **Broad Road Stabilisation Scheme** – there would be an inspection in early December 2015 to ensure the ‘snagging list’ had been completed before sign off could be effected.
- b) **Seafront Stabilisation Scheme** – it was reported that there were still 22 outstanding items on the ‘snagging list’. Difficulties had also been reported with the Shore Road beach hut locks, this was being investigated and would be resolved in due course.
- c) **Broad Road Car Park** – work was ongoing to repair the damaged ticket machine.
- d) **Shore Road Public Conveniences** – further to Minute No. 8. of the General Operations Meeting held on 15th July 2015, it was reported that new hand drying facilities had been installed, and a hot water supply had been connected.

The Operations Manager gave thanks to the Town Council, on behalf of all permanent Council staff members, for the additional day’s holiday granted over the Christmas 2015 shut-down period, and for the one-off payment being made with December 2015 salaries.

10. Items of Information and Matters for Forthcoming Agendas

- a) **Boat Park/RNLI Development** – as per Minute No. 6 a) ii), a request was made to include this matter on the agenda of the next Committee Meeting in April 2016.
- b) **Working Party Meetings** – a query was raised as to when the next meetings of the Stabilisation Scheme and Public Conveniences Working Parties would be held.
- c) **Former shelter site, Shore Road** – a possible joint venture had recently been discussed for a new purpose-built building, to house both the Tourist Information Centre and Swanage Museum, on the old shelter site in Shore Road. Concerns had been raised regarding the potential for flooding, however, it had been confirmed that as long as the building was designed and constructed in a flood-proof manner then there was unlikely to be an objection from the Planning Authority on these grounds.
- d) **Commercial Lane/alleyway** – the poor condition of this area had recently been raised at a Monthly Council Meeting. It was reported that Dorset Waste Partnership (DWP) was responsible for maintaining the area, and that it had now been cleaned. A

question was raised as to whether Town Council staff should undertake this work in future as it was felt that the Town Centre should be seen as a priority, to make Swanage an attractive place to visit. A further query was raised as to whether DWP would consider transferring the budget for this work to the Town Council. It was therefore agreed that the Waste Management Working Party would arrange a meeting with DWP to discuss these matters. The Operations Manager confirmed that he would contact DWP and request that the area was swept and steam-cleaned. Concerns were again raised regarding the reduction in bin numbers in the town, which could present further problems, and that this also needed to be addressed before the start of the 2016 summer season.

11. Date of Next Meeting

The next meeting had been scheduled for Wednesday 6th April 2016 at 4.30 p.m.

The Meeting closed at 5.30 p.m.
