

Minutes of the **EXTRAORDINARY MEETING** of the  
Swanage Town Council held at the Town Hall, High Street,  
Swanage on **MONDAY 31<sup>ST</sup> JANUARY 2022**  
at 7.00 p.m.

PRESENT:-

Councillor A. Harris– Chair

Councillor M.P. Bonfield

Councillor C. Finch

Councillor T. Foster

Councillor C. Moreton

Councillor C. Tomes

Councillor W.S. Trite

Councillor M. Whitwam

No members of the public attended the Meeting.

### **Public Participation Time**

There were no matters raised.

#### 132. **APOLOGIES**

Apologies for their inability to attend the meeting were received from Councillors Bishop, Monkhouse (who was present via online video link), Rogers and Suttle.

Consideration was given to an email received from Cllr Suttle dated 27<sup>th</sup> January 2022 requesting a leave of absence for up to six months due to family illness. It was proposed by the Town Mayor, seconded by Councillor Bonfield and **RESOLVED UNANIMOUSLY:-**

That the Town Council authorises the request from Councillor Suttle for a leave of absence for a period of up to six months with effect from 31<sup>st</sup> January 2022. It was noted that Councillor Suttle's apologies would be reported to all meetings during this period, although he remained able to attend if he felt able to do so.

#### 133. **DECLARATIONS OF INTEREST**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with Section 9 and Appendix B of the Council's Code of Conduct.

No declarations of interest were made.

#### 134. **TO CONSIDER GOVERNANCE ARRANGEMENTS FEBRUARY/MARCH 2022**

Further to Minute No. 103 of the Council Meeting held on 14<sup>th</sup> December 2021, consideration was given to a briefing note prepared by the Town Clerk regarding meeting arrangements over the next six weeks. Attention was drawn to the latest information regarding rates of Covid-19 and related advice from Public Health Dorset regarding the Omicron variant.

During the debate consideration was given to the merits of meeting in person, but the importance of high-quality remote access for councillors who felt unable to attend was also highlighted. It was noted that a number of precautions had been taken, larger committee meetings having been postponed until the spring and the Methodist Church

having been booked for then next full Council Meeting on 14<sup>th</sup> March as a larger well-ventilated venue.

It was noted that if Members wished to return to physical meetings at the earliest opportunity it would be necessary to temporarily suspend Standing Order 9(a) because the decision not to hold the majority Council and Committee meetings in-person prior to the Council Meeting on 14<sup>th</sup> March 2022 had been taken less than six months ago.

Therefore, it was proposed by Councillor Tomes, seconded by Councillor Whitwam and RESOLVED UNANIMOUSLY:

To suspend Standing Order 9 a. in order to enable the Council to reconsider a decision made within the last six months without a special motion.

It was further proposed by Councillor Bonfield and seconded by Councillor Tomes:

That the delegation arrangements in place since 13<sup>th</sup> December 2021 be brought to an end and that the following governance arrangements be put in place for the period until 14<sup>th</sup> March 2022:

- Re-instate smaller committee meetings in person (Planning & Consultation; Policy, Finance & Performance Management; Personnel; and Capital Projects);
- Confirm postponement of larger committee meetings until after 14<sup>th</sup> March (Roads & Transport and Beach Management);
- Hold working party meetings either in person or remotely, as agreed by the lead councillor and officer;
- Continue to make remote access available for councillors unable to attend any council, committee or working party meeting in person;
- Continue to delegate to the Town Clerk and Visitor Services Manager the determination of requests for new events on Town Council property, in consultation with the events working party, where permission is required for operational reasons prior to 14<sup>th</sup> March;
- Confirm that the Council Meeting scheduled for 14<sup>th</sup> March 2022 should be held at Swanage Methodist Church.

Upon being put to the Meeting, SEVEN Members voted IN FAVOUR of the Proposition, and there was ONE ABSTENTION, whereupon the Proposition was declared CARRIED.

In terms of providing high quality remote access to meetings, it was noted that this would be further discussed at a meeting of the Communications Working Party to be held in early February.

135. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**

- (a) A request was made for an update on policing matters in Swanage.
- (b) Concerns were raised about the inability of local residents to access NHS dental care locally as Swanage and Purbeck practices were not accepting new patients.
- (c) Concerns were also expressed around reduced access for local residents to out-of-hours pharmacy services following recent changes to the ownership and opening hours of local chemists.

**EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Foster and AGREED: -

That, under Standing Order No. 1 c), in the public interest, the press and public be excluded from the Meeting in view of the confidential nature of the business to be transacted under agenda item 5 for reasons of commercial confidentiality.

136. **PROCUREMENT – AWARD OF CONTRACT FOR THE CLEANING AND SECURING OF PUBLIC CONVENIENCES**

The Town Clerk updated Members on the procurement and tender process that had been carried out for cleaning and securing the Town Council's public conveniences, in accordance with the Public Contracts Regulations 2015. Consideration was also given to a briefing note prepared by the Operations Manager.

Following discussion, it was proposed by Councillor Bonfield, seconded by Councillor Foster, and RESOLVED UNANIMOUSLY:

That, in accordance with the agreed assessment criteria, JD Facilities be awarded the contract for cleaning, and securing the public conveniences operated by Swanage Town Council for a period of three years, with an option for a further two-year extension, at an annual value of £72,265.09.

The meeting concluded at 7.40 p.m.

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