

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

8th March 2022

Dear Councillor

Local Government Act 1972

You are summoned to attend a Meeting of the Swanage Town Council to be held at **THE METHODIST CHURCH, HIGH STREET, SWANAGE** on **MONDAY, 14th MARCH 2022** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk

PLEASE NOTE: **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 7.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

Although legal restrictions in relation to the Covid-19 pandemic have been lifted, Swanage Town Council will, in accordance with advice issued by Public Health Dorset, continue to take appropriate precautions to limit the risk of transmitting the disease and politely asks those planning to attend this meeting to do the following:

- at the earliest opportunity notify the Council of your intention to attend by e-mail admin@swanage.gov.uk or telephone 01929 423636, because capacity will continue to be carefully managed to avoid crowded situations;
- take a lateral flow test prior to the meeting;
- stay at home if you receive a positive test result or if you have COVID-19 symptoms;
- wear warm clothing to the meeting as doors and windows will be open for ventilation purposes;
- wear a face covering upon entry until seated;
- be mindful of others and respectful of their personal space.

The latest advice from Public Health Dorset can be found here: [News and updates - Public Health Dorset - Dorset Council](#)

To all Members of the Council

AGENDA

1. To report apologies (if any) received from Members for inability to attend the Meeting.

2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct).
3. To approve as a correct record the Minutes of the following Meetings:-
 - (a) Council Meeting held on 13th and 14th December 2021. (Copy enclosed).
 - (b) Annual Estimates Meeting held on 17th January 2022. (Copy enclosed).
 - (c) Extraordinary Council Meeting held on 31st January 2022. (Copy enclosed).
4. To approve as a correct record the Minutes of the following Committee Meetings, together with the Notes of any Informal Committee Meetings, and consider the recommendations contained therein:-
 - (a) Planning and Consultation Committee held on 6th December 2021. (Copy enclosed).
 - (b) Planning and Consultation Committee held on 10th January 2022. (Copy enclosed).
 - (c) Planning and Consultation Committee held on 7th February 2022. (Copy enclosed).
 - (d) Policy, Finance and Performance Management Committee held on 16th February 2022. (Copy enclosed).
 - (e) Planning and Consultation Committee held on 7th March 2022. (To follow).
 - (f) Policy, Finance and Performance Management Committee held on 9th March 2022. (Copy enclosed).
 - (g) Personnel Committee held on 11th March 2022. (To follow).
5. To consider future governance arrangements and revised schedule of meetings. (Briefing note enclosed).
6. Working Party Matters
 - (a) Emergency Health Services – Update. (Notes enclosed).
 - (b) Communications Strategy – Update.
 - (c) Washpond Lane - Update and to consider request from Councillor Finch to be appointed to the working party.
 - (d) Events – To consider new event proposals for 2022. (Briefing note enclosed).
 - (e) Market – To consider revised bad weather process. (Briefing note enclosed).
7. Budget Monitoring:-
 - (a) Statement of Cash Balance as at 31st December 2021. (Copy enclosed).
 - (b) Statement of Cash Balance as at 31st January 2022. (Copy enclosed).
 - (c) Statement of Cash Balance as at 28 February 2022. (Copy enclosed).
8. Monitoring Payment of Accounts. (Schedules enclosed).
9. Chairman's Announcements.
10. Report from Dorset Councillors.
11. Sustainable Swanage – To consider list of projects for 2022-25 (Briefing note enclosed).
12. HM Queen Elizabeth II Platinum Jubilee Celebrations –
 - (a) To confirm arrangements for lighting of beacons. (Information to follow).
 - (b) To consider proposal from PAW for Jubilee mural, shelter site, Shore Rd. (Information enclosed).
 - (c) To consider proposal from Purbeck Flower Club. (Information to follow).

- (d) To consider potential Town Council commemorations.
(Briefing note enclosed).
- 13. Beach Gardens – To consider proposal for installation of window at ‘Tea on the Green’ Kiosk.
(Briefing note enclosed).
- 14. To consider recommendation from Rents and Licences Panel regarding proposals for new concessions, 2022.
 - (a) Seafront Sauna.
 - (b) Ice Cream Van in car parks and market. (Briefing note enclosed).
- 15. Peveril Point Boat Park
 - (a) To consider adoption of revised Boat Park Regulations.
(Briefing note enclosed).
 - (b) To consider budget allocation for emergency repairs to jetty.
(Information to follow).
- 16. To consider request from Swanage Sailing Club for response to proposal for wave protection wall at Buck Shore.
(Letter enclosed).
- 17. Godlingston Cemetery Chapel – To consider proposal to facilitate small funeral services during forthcoming closure of Poole Crematorium and agree an appropriate charge.
(Briefing note enclosed).
- 18. Reports from Council representatives on outside organisations.
- 19. Reporting of delegated matters.
 - (a) Award of contract for play equipment, King George’s Field.
- 20. Items of Information and Matters for Forthcoming Agendas.
 - (a) A & E Local – Update.
 - (b) Wellbeing Swanage – Update.
 - (c) Arrangements for Parish Assembly 2022.
 - (d) Flood defence scheme and public realm improvements – Update.
 - (e) Neighbourhood Plan – Update.
- * 21. Lower Grammar School Field – request to assign lease to Swanage Cricket Club.
(E-mail enclosed).
- * 22. Housing Development, Northbrook Road East – request for drainage connections into adjoining Town Council property.
(Details to follow).
- * 23. King George’s Play Area, installation of new play equipment – consideration of contractual matters.
(Details to follow).
- * 24. Procurement:
 - (a) To award contract for installation of artificial surface at Tennis Court 3, Beach Gardens.
(Briefing note enclosed).
 - (b) To award contract for Carbon Neutral Strategy Consultant.
(Proposal enclosed).
 - (c) To award contract for repairing dry stone wall, rear of Marsh Way.
(Briefing note enclosed).
- * 25. Rents and Licences Panel – Update following meeting held on 28th February 2022.
(Briefing note enclosed).

- * Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda items 21 to 25 (due to legal and commercial confidentiality).
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