

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on  
**MONDAY, 23<sup>rd</sup> NOVEMBER 2015** at 7.00 p.m.

PRESENT:-

Councillor S. Poultney – Chairman

Councillor J.M. Bishop

Councillor M.P. Bonfield

Councillor C. Finch

Councillor G. Green

Councillor A. Lejeune

Councillor G.A. Marsh

Councillor T.J. Morris

Councillor G. Suttle

Councillor W.S. Trite

Councillor M. Whitwam

In addition to Members of the Council and officers, 9 members of the public attended the Meeting.

In the absence of a clergyman, Councillor Marsh offered a prayer before the commencement of the Meeting.

**Public Participation Time**

Prior to the commencement of Public Participation Time, the Mayor welcomed members of the public to the Meeting.

The following matters were raised during Public Participation Time:-

- Extension of quarrying extraction rights, planning permission, and a question raised regarding agreement for access rights to the site off Panorama Road.
- Possible future introduction of parking restrictions on Panorama Road. Meeting to consider options scheduled to be held on 9<sup>th</sup> December 2015.
- Request for lease from Swanage Tennis Club.

The Mayor opened the Council Meeting at 7.10 p.m.

148. **APOLOGIES**

An apology for her inability to attend the Meeting was received from Councillor Harris.

149. **DECLARATIONS OF INTEREST**

Members were invited to declare their interest under the Code of Conduct as defined by regulations made under section 30 (3) of the Localism Act 2011, and requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.

There were no declarations to record on this occasion.

150. **MINUTES**

(a) Proposed by the Town Mayor, seconded by Councillor Morris, and RESOLVED:-

That the Minutes of the Monthly Meeting of the Council held on 26<sup>th</sup> October 2015 be approved as a correct record and signed.

151. **PLANNING AND CONSULTATION COMMITTEE**

Proposed by the Town Mayor, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Planning and Consultation Committee held on 2<sup>nd</sup> November 2015 be approved as a correct record and signed.

152. **TOURISM COMMITTEE**

Proposed by Councillor Suttle, seconded by Councillor Bonfield, and RESOLVED:-

That the Minutes of the Meeting of the Tourism Committee held on 4<sup>th</sup> November 2015 be approved as a correct record and signed.

Consideration was given to the following recommendation contained in the Minutes:-

**Scale of Charges 2016/17**

Proposed by Councillor Suttle, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Scale of Charges be taken forward to the Policy, Finance & Performance Management Committee meeting due to be held on 9<sup>th</sup> December 2015 to be considered further during the budget setting process for 2016/17, with the exception of those relating to beach huts which will be considered at the monthly Council meeting due to be held on 23<sup>rd</sup> November 2015.

(i) **Beach Hut Charges 2016**

Having regard to the timescale, and the urgent need to prepare stationery and publicity material in respect of the beach huts for 2016, consideration was given to the charges to be levied.

Following discussion, it was proposed by Councillor Suttle, seconded by Councillor Bonfield, and RESOLVED:-

That the following scale of fees and charges for beach huts for 2016/2017 be approved and adopted:-

**BEACH BUNGALOWS**

**SCALE OF FEES: SHORE ROAD - 2016/17 SEASON**

Sat 26th March- Friday 20th May

Lower Level Huts

Daily	15.00
Weekly	55.00
Whole period	330.00

Upper Level Huts

Daily	10.00
Weekly	37.00
Whole period	220.00

Sat 21st May - Fri 15th July  
Lower Level Huts

Daily	20.00
Weekly	97.50
Whole period	700.00

Upper Level Huts

Daily	14.00
Weekly	65.00
Whole period	470.00

Sat 16th July - Fri 2nd September  
Lower Level Huts

Daily	30.00
Weekly	200.00
Whole period	1400.00

Upper Level Huts

Daily	20.00
Weekly	135.00
Whole period	940.00

Sat 3rd September - Fri 16th September  
Lower Level Huts

Daily	20.00
Weekly	97.50
Whole period	175.00

Upper Level Huts

Daily	14.00
Weekly	65.00
Whole period	115.00

Sat 17th September - Fri 24th Mar

Daily	5.00
Weekly	25.00

**Winter whole period charges**

Sat 16th September - Fri 24th Mar	- Lower Level	500.00
	- Upper level	335.00

Sat 29th October - Fri 24th Mar	- Lower Level	400.00
	- Upper level	270.00

Sat 26th November - Fri 24th Mar	- Lower Level	320.00
	- Upper level	215.00

Sat 17th December - Fri 24th Mar	- Lower Level	250.00
	- Upper level	165.00

Sat 28th January - Fri 24th Mar	- Lower Level	150.00
	- Upper level	100.00

**Premium Huts (50% uplift on standard hut prices)**

Sat 26th March- Friday 20th May  
Lower Level Huts

Daily	22.50
Weekly	82.50
Whole period	495.00

Upper Level Huts

Daily	15.00
Weekly	55.25

Sat 21st May - Fri 15th July	Whole period	330.00
Lower Level Huts	Daily	30.00
	Weekly	146.25
	Whole period	1050.00
Upper Level Huts	Daily	20.00
	Weekly	98.00
	Whole period	700.00
Sat 16th July - Fri 2nd September		
Lower Level Huts	Daily	45.00
	Weekly	300.00
	Whole period	2100.00
Upper Level Huts	Daily	30.00
	Weekly	200.00
	Whole period	1400.00
Sat 3rd September - Fri 16th September		
Lower Level Huts	Daily	30.00
	Weekly	146.25
	Whole period	262.50
Upper Level Huts	Daily	20.00
	Weekly	98.00
	Whole period	175.00
Sat 17th September - Fri 24th Mar		
	Daily	7.50
	Weekly	37.50
<b>Winter whole period charges</b>		
Sat 16th September - Fri 24th Mar	- Lower Level	750.00
	- Upper level	500.00
Sat 29th October - Fri 24th Mar	- Lower Level	600.00
	- Upper level	400.00
Sat 26th November - Fri 24th Mar	- Lower Level	480.00
	- Upper level	320.00
Sat 17th December - Fri 24th Mar	- Lower Level	375.00
	- Upper level	250.00
Sat 28th January - Fri 24th Mar	- Lower Level	225.00
	- Upper level	150.00

**SCALE OF FEES: SPA BUNGALOWS - 2016/17 SEASON**

Sat 26th March- Friday 20th May	Daily	6.50
	Weekly	27.00
Sat 21st May - Fri 15th July	Daily	8.50
	Weekly	47.00
Sat 16th July - Fri 2nd September	Daily	19.00

Sat 3rd September - Fri 16th September	Weekly	118.00
	Daily	8.50
Sat 17th September - Fri 28th October	Weekly	47.00
	Daily	5.00
	Weekly	25.00
Spa Bungalows 12 to 18 whole period (26/03-28/10)-40% discount		997.20

153. **POLICY, FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

Proposed by the Town Mayor, seconded by Councillor Trite, and  
RESOLVED:-

That the Minutes of the Meeting of the Policy,  
Finance and Performance Management Committee  
held on 4<sup>th</sup> November 2015 be approved as a correct  
record and signed.

There were no recommendations brought forward from the Committee.

154. **TRANSPORT COMMITTEE**

Proposed by Councillor Whitwam, seconded by Councillor Morris, and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Transport  
Committee held on 11<sup>th</sup> November 2015 be approved  
as a correct record and signed.

There were no recommendations brought forward from the Committee.

155. **POLICY, FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE –  
TERMS OF REFERENCE**

Consideration was given to the draft Terms of Reference for the Policy,  
Finance and Performance Management Committee.

Following a brief discussion during which clarification on some terminology  
was sought, it was proposed by Councillor Trite, seconded by the Town Mayor, and  
RESOLVED:-

That the matter be deferred for consideration at the  
next meeting of the Committee to be held on 9<sup>th</sup>  
December 2015.

156. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31<sup>st</sup> October 2015 was submitted for  
information (a copy attached at end of these Minutes).

157. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Suttle, seconded by Councillor Morris, and  
RESOLVED:-

That the accounts specified in the Orders on Treasurer  
Nos. 8 and 8a, amounting to £57,002.34 and £63,413.41  
respectively be paid, and that cheques be drawn  
therefor.

158. **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor had no matters to report on events during the past month.

159. **VOLUNTEER OF THE YEAR 2016**

A notice had been received from Purbeck District Council inviting nominations from local Parish and Town Councils for Volunteer of the Year Award 2016.

It was noted that Awards are made as special recognition by the Chairman of Purbeck District Council of services to the community, and Members were invited to put forward nominations for consideration at the next meeting of the Council prior to submission to PDC.

The Chairman invoked Standing Order No. 1 (p) at 7.24 p.m. to allow a question to be put to a member of the Purbeck Marathon Committee who was in the audience.

The meeting reconvened at 7.26 p.m.

160. **THE PURBECK OUTDOOR WEEKEND 2016**

A letter dated 10<sup>th</sup> November 2015 was submitted from the Purbeck Marathon Committee outlining their proposals for 'The Purbeck Outdoor Weekend' during the period 15<sup>th</sup> to 17<sup>th</sup> September 2016, and requesting the use of Council-owned land in connection with the event.

Following discussion, during which Members commended the organisers of the Purbeck Marathon 2015 on a well run and successful event, it was proposed by the Town Mayor, seconded by Councillor Finch, and **RESOLVED UNANIMOUSLY:-**

That the request be approved in principle, subject to a meeting of the District Council's safety advisory group and compliance with the Council's standard requirements for event organisers.

161. **NEW YEAR'S EVE 2015**

The Clerk updated those present on matters relating to the closure of the Lower High Street on New Year's Eve 2015. Historically, Dorset Police handled the matter, closing the road on the night if they believed it was necessary. In recent years all relevant authorities had been in discussion to decide the best method of managing the situation, but it had not been possible to identify a satisfactory solution.

Following discussion, it was proposed by Councillor Suttle, seconded by Councillor Trite, and **RESOLVED:-**

That the matter be deferred for consideration at the meeting of the Policy, Finance and Performance Management Committee to be held on 9<sup>th</sup> December 2015 to enable further discussions with Purbeck District Council.

It was **FURTHER RESOLVED:-**

That delegated authority be given to the Policy, Finance and Performance Management Committee to act in the matter.

162. **SWANAGE PIER TRUST**

A letter dated 5<sup>th</sup> November 2015 was submitted from the Swanage Pier Trust seeking the Town Council's views on proposals contained in the Constitution Review of the Trust.

During the ensuing discussion, concerns were raised regarding the proposed amendment to the Constitution which would allow the Board of Trustees to appoint future trustees should a vacancy on the Trust occur. Members considered this to be undemocratic, and expressed concern that this may lead to the loss of local control of the Pier Trust in the future.

It was proposed by the Town Mayor, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That these concerns be relayed to the Swanage Pier Trust.

163. **SCHOOL CROSSING PATROL SPONSORSHIP**

Consideration was given to a request received from Dorset County Council – Highways seeking a contribution towards the wages costs of providing the Mount Scar school crossing patrol in 2016/17.

It was proposed by Councillor Suttle, seconded by the Town Mayor, and RESOLVED UNANIMOUSLY:-

That the Town Council continues to contribute to the wages costs of providing the Mount Scar school crossing patrol in 2016/17 at an estimated cost of £2,546.76 (under Section 137 of the Local Government Act 1972).

164. **FORRES FIELD CHANGING FACILITIES**

The Clerk reported that the project to build new changing facilities and public toilets at Forres Field was progressing well. Planning permission had been granted on 28<sup>th</sup> September 2015, and the funding application had been lodged with the Football Foundation on 13<sup>th</sup> November.

It was noted that the result of the funding application was due by the end of January which would enable the Council to take the final decision to proceed.

During the ensuing discussion, it was noted that the potential maximum total project cost was £520,000. The funding bid from the Football Foundation was for £170,000 and the sum of £4,000 had been pledged from the De Moulham Trust.

It was proposed by Councillor Suttle, seconded by Councillor Bonfield, and RESOLVED:-

To authorise to proceed to tender, incurring professional fees of approximately £11,500.

It was FURTHER RESOLVED:-

To agree to write to the Football Foundation to confirm that the Town Council would meet the full cost of the project, less any grant received from that organisation.

165. **WAR MEMORIAL**

Further to Minute No. 99 of the Council meeting held on 24<sup>th</sup> August 2015, the Clerk reported on an informal meeting held with representatives of the Royal British Legion at which alternative options to a new wall and pathway at the War Memorial had been discussed.

Following discussion, it was proposed by Councillor Green, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That a meeting be arranged with the RBL Committee to consider the possible installation of a low cast iron chain link fence around the base of the memorial instead

of a wall.

166. **REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

- (a) Councillor Whitwam reported that he had attended a meeting of the Purbeck Rail Partnership, at which those present had been updated on the progression of 'Project Wareham'.
- (b) Councillor Bishop reported that he had attended a recent meeting of the Swanage Town and Herston Football Club, and highlighted the deteriorating condition of the Club building.  
It was agreed that a meeting of the Sports Facilities Working Party (consisting of the Town Mayor and Councillors Bishop, Bonfield and Lejeune) be convened to discuss the matter.

167. **REPORTING OF DELEGATED MATTERS**

Further to Minute No. 97 of the Council meeting held on 24<sup>th</sup> August 2015, the Clerk reported that it would not now be necessary to re-locate the operation of the Tourist Information Centre Service over the winter period.

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

- (a) **Items of Information**  
A meeting to discuss the future of youth services in Swanage was scheduled to be held at the Childrens' Centre in Chapel Lane, Swanage on Friday, 27<sup>th</sup> November 2015 at 7.00 p.m.
- (b) **Matters for Forthcoming Agendas**  
Youth Services Consultation online survey, and proposed changes to youth services in Swanage.

**EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Bonfield, and  
RESOLVED UNANIMOUSLY:-

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 19 (in relation to the financial and business affairs of the applicant) and items 20 and 21 (in relation to legal and contractual matters).

169. **SWANAGE WATER PARK**

Detailed consideration was given to proposals submitted for the introduction of a Water Park in Swanage Bay, which would require access over the Council-owned beach.

A lengthy discussion ensued, during which Members expressed a range of views as to the suitability of introducing such a facility in Swanage.

It was proposed by Councillor Bonfield, seconded by Councillor Trite, and  
RESOLVED UNANIMOUSLY:-

That the matter be deferred for further consideration at the next meeting of the Council scheduled to be held on 21<sup>st</sup> December 2015.

170. **BEACH GARDENS**

(a) **Swanage Tennis Club**

Further to Minute No. 186 (b) of the Council meeting held on 20<sup>th</sup> April 2015, consideration was given to a letter from the Swanage Tennis Club requesting a lease from the Town Council to provide security of tenure in order to unlock funding towards the cost of providing an artificial playing surface on tennis court no. 1.

Following discussion, it was proposed by Councillor Morris, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That the Council's Sports Facilities Working Party be authorised to meet with representatives of the Tennis and Bowling Clubs to discuss the future management of Beach Gardens, including potential lease arrangements and identification of funding opportunities.

(b) **Swanage Bowling Club**

Further to Minute No. 186 (a) ii) of the Council meeting held on 20<sup>th</sup> April 2015 and Minute No. 68 (b) of the Council meeting held on 6<sup>th</sup> July 2015, the Clerk reported on discussions held with representatives from Swanage Bowling Club regarding the provision of an artificial playing surface, and associated matters.

Following discussion, it was proposed by the Town Mayor, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

To confirm the Council's commitment to convert the bowling green to an artificial playing surface, subject to the exploration of options for external funding, and to include the scheme within the Capital Programme in the appropriate financial year.

171. **LEGAL ISSUES**

(a) **Swanage Bay View Holiday Park – Business Sale Agreement**

Further to Minute No. 146 (a) of the Council meeting held on 26<sup>th</sup> October 2015, the Clerk updated Members on legal matters relating to the indemnity clauses contained in the business sale agreement.

It was noted that the Working Party, appointed by the Council under Minute No. 83 a) of the Council meeting held on 27<sup>th</sup> July 2015, was keeping the matter under review, and that a without prejudice meeting was scheduled to be held on 1<sup>st</sup> December 2015 with representatives of Darwin and legal advisers for both parties.

It was proposed by the Town Mayor, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Town Clerk and Caravan Park Working Party be given delegated authority to progress the matter, and to report to the next appropriate meeting of the Council.

(b) **Operation of Swanage Market**

The Clerk reported that the contract for managing the Swanage Market had now expired (awarded for two seasons in spring 2014 ), and consideration was given to options for the future operation of the market.

During the ensuing discussion, Members considered bringing the operation of the market 'in house', but after further consideration, felt that the preferred option would be to seek tenders for the operation of the Swanage Market.

It was proposed by Councillor Bonfield, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

To confirm that the Town Council wishes to continue to employ a market operator to manage the Swanage Market, and to go out to tender for an initial 3 year period, with a potential 2 year extension.

(c) **North Beach Car Park – Maritime Coastguard Agency**

A detailed Briefing Note setting out background information regarding the construction of the Coastguard Rescue Station and public toilets at North Beach Car Park, and legal issues relating to the lease, was submitted for information. A draft lease had been in abeyance pending agreement on issues relating to the design of the toilets and damage done to the car park surface during the construction works.

Following discussion, it was proposed by Councillor Bonfield, seconded by the Town Mayor, and RESOLVED UNANIMOUSLY:-

To agree to receive the sum of £1,350 per annum over a five year period for damage done to the car park surface.  
The rent to then revert to one peppercorn per annum.

The meeting concluded at 9.15 p.m.

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