

Minutes of the Meeting of the Swanage Town Council
opened at The Methodist Church, High Street, Swanage on
MONDAY, 13th DECEMBER 2021 at 7.00 p.m., and
adjourned to the Town Hall, High Street, Swanage on
TUESDAY, 14th DECEMBER 2021 at 4.00 p.m.

PRESENT (Monday 13th December 2021):-
Councillor A. Harris – Chair

Councillor J. Bishop
Councillor M.P. Bonfield
Councillor T. Foster

In addition to Members of the Council and officers, no members of the public or local press attended the Meeting.

Public Participation Time

There were no matters raised.

The Chair opened the Council Meeting at 7.00 p.m.

In light of public health advice regarding the Omicron variant of Covid-19 it was agreed that the Council Meeting should be adjourned until Tuesday 14th December. In the meantime an informal discussion of the agenda items would be held online to ensure that the formal business could be dealt with as quickly as possible to minimise the potential risk of transmission of the disease.

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

That the Council Meeting be adjourned until 4.00 p.m.
on 14th December 2021, at the Town Hall, Swanage.

The Meeting concluded at 7.10 p.m.

Following adjournment of the Meeting, an informal discussion of the agenda items was then conducted online via Zoom at 7.30 p.m. This was attended by Councillors Harris, Bishop, Bonfield, Finch, Foster, Monkhouse, Moreton, Rogers, Suttle, Trite and Whitwam. In addition to Council officers three members of the public and one member of the local press attended the online Meeting. The online meeting concluded at 10.05 p.m.

PRESENT (Tuesday 14th December 2021):-
Councillor A. Harris – Chair

Councillor J. Bishop
Councillor T. Foster
Councillor C. Moreton
Councillor N. Rogers

In addition to Members of the Council and officers, no members of the public or local press attended the reconvened Meeting.

95. **APOLOGIES**

Apologies for their inability to attend one/either part of the Meeting were received from Councillors Bonfield (14th), Finch, Monkhouse, Moreton (13th), Rogers (13th), Suttle, Tomes, Trite and Whitwam.

96. **DECLARATIONS OF INTEREST**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with paragraphs 9 – 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011.

Agenda Item No. 22 (b) – Councillor Foster declared a non-pecuniary interest under the Code of Conduct by reason of being an acquaintance of the business owner.

There were no other declarations to record on this occasion.

97. **MINUTES**

(a) Proposed by Councillor Bishop, seconded by Councillor Rogers and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Council Meeting held on 1st November 2021 be approved as a correct record and signed.

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

Proposed by Councillor Bishop, seconded by Councillor Rogers and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Policy, Finance and Performance Management Committee held on 3rd November 2021 be approved as a correct record and signed.

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

10. **CONFIRMATION OF APPOINTMENT OF DATA PROTECTION OFFICER**

Proposed by Councillor Rogers, seconded by Councillor Moreton and
RESOLVED UNANIMOUSLY:-

That Council confirms the appointment of One West to act as its Data Protection Officer.

12. **REVIEW OF TREASURY ADVISORY SERVICES**

Proposed by Councillor Moreton, seconded by Councillor Foster and
RESOLVED UNANIMOUSLY:-

That the Town Council confirms the engagement of Arlingclose to provide treasury management advisory services, including Environmental, Social and Governance advice services, for a period of three years at £10,000 in year 1, increasing annually in line with RPI thereafter.

99. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 8th November 2021 be approved as a correct record and signed.

100. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel
Committee held on 29th November 2021 be approved
as a correct record and signed.

101. **PLANNING AND CONSULTATION COMMITTEE**

It was reported that consideration of the Minutes of the Meeting of the Planning
and Consultation Committee held on 6th December 2021 would be deferred until the
next scheduled Council Meeting.

102. **TO CONSIDER THE NOTES OF THE FOLLOWING INFORMAL
COMMITTEE MEETINGS AND THE RECOMMENDATIONS CONTAINED
THEREIN**

(103) **General Operations Committee held on 10th November 2021**

Proposed by Councillor Rogers, seconded by Councillor Moreton and
RESOLVED UNANIMOUSLY:-

That the notes of the informal Meeting of the General
Operations Committee held on 10th November 2021
be approved as a correct record and signed.

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

8. Capital Projects Sub Committee

**a) Matters arising from minutes of meetings of the Capital Projects Sub-
Committee**

Proposed by Councillor Moreton, seconded by Councillor Foster and
RESOLVED UNANIMOUSLY:-

That a budget of £10,000 be allocated for the removal
of the former Arts Club hut at North Beach car park.

(b) Tourism Committee held on 16th November 2021

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

That the notes of the informal Meeting of the Tourism
Committee held on 16th November 2021 be approved
as a correct record and signed.

(c) Roads and Transport Committee held on 24th November 2021

Proposed by Councillor Rogers, seconded by Councillor Moreton and
RESOLVED UNANIMOUSLY:-

That the notes of the informal Meeting of the Roads
and Transport Committee held on 24th November 2021
be approved as a correct record and signed.

103. **TO CONSIDER GOVERNANCE ARRANGEMENTS JANUARY/FEBRUARY
2022**

Further to Minute No. 91 of the Council Meeting held on 1st November 2021
consideration was given to a briefing note prepared by the Town Clerk which set out
proposed governance arrangements until the next scheduled Council Meeting being held
on 14th March 2022. It was explained that the only decision that had to be taken in
person by the full Council by law during this period was the setting of a budget and

precept for 2022/23, and consideration would also need to be given to what emergency arrangements could be put in place for the setting of a precept should the Council be unable to meet.

Concerns had been raised that Covid rates had continued to climb since the Council Meeting held in November, and that the government had announced the tightening of regulations once again, which included mask wearing in all indoor venues, and guidance to work from home where possible.

In light of these changes, and concerns raised, it was therefore proposed by the Town Mayor, seconded by Councillor Rogers and **RESOLVED UNANIMOUSLY:-**

- To delegate all decision making to the Town Clerk until 14th March 2022 (or the introduction of legislation authorising remote decision making if earlier), except where matters are expressly reserved to full Council by statute, with appropriate steps being taken for consultation with elected members in accordance with the table below.
- To delegate authority to the Town Clerk, in consultation with the Mayor and Deputy Mayor, to change the arrangements for the Estimates Meeting if necessary and to make appropriate risk-assessed arrangements for the Council Meeting on 14th March 2022.
- To note that the Town Mayor retains the right to call an Extraordinary Meeting of the Council at any time, provided it can be held in accordance with Covid-19 regulations and an appropriate risk assessment.

Subject	Consultation prior to Decision
Matter arising from an existing Council minute	Mayor/Deputy Mayor
Minor matter within remit of established working party	Working Party either by e-mail or Zoom
Matter within remit of Committee or Sub-Committee	Members of committee by e-mail
Grant application under £10,000	Grants Panel via e-mail or Zoom
Recommendation from a committee/sub-committee/advisory committee not yet approved by Council	Full Council by e-mail
Significant decisions, such as a change in policy or commitment to spend requiring urgent decision prior to March Council Meeting	Full Council by Zoom

104. **WORKING PARTY MATTERS**

(a) **Emergency Health Services - Update**

Further to Minute No. 92 (a) of the Council Meeting held on 1st November 2021 it had been noted at the online meeting that a meeting to discuss the future of the Swanage-based ambulance car would be held with the Dorset CCG in January/February 2022, and that a further meeting regarding this matter was also being arranged with the Leader of Dorset Council early in the New Year.

(b) **Communications Strategy – Update and to consider request from Councillor Monkhouse to be appointed to the working party**

Consideration was given to the notes of a meeting of the Communications Strategy Working Party which had been held on 1st December 2021 to discuss

the Town Council's vision and aspirations for its future communications strategy, and at which an update had been given on actions being taken/taken to date.

The notes included recommendations from the working party regarding the possible improvement or replacement of the Town Hall noticeboard, which was currently in a poor condition, and procurement of new laptops for councillors which would provide improved IT security, functionality, access to council documents, and Outlook emails/calendars.

It was noted that at the online meeting a lengthy debate had been held regarding the positives and negatives of councillors having new laptops, which included the issues experienced at times with the current email system, and when accessing documents through it. Comments were also made that further information would be required before a decision could be made regarding this recommendation.

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

That the Town Council defers the recommendation regarding the procurement of twelve new laptops pending further information being sought, to be brought back to a future Council Meeting for further consideration.

It was further proposed by Councillor Rogers, seconded by Councillor Bishop and **RESOLVED UNANIMOUSLY:-**

That the Town Council allocates a budget for the improvement or replacement of the Town Hall noticeboard, subject to costings being obtained and further information being sought from the local planning authority (the Town Hall being a Listed building).

Consideration was then given to a request received from Councillor Monkhouse to be appointed to the Communications Strategy Working Party.

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

That Councillor Monkhouse be appointed as a member of the Communications Strategy Working Party.

The following updates had been provided at the online meeting:-

(c) **Cemeteries – Update following site visit to Godlingston Cemetery extension**

Further to Minute No. 6 a) of the notes of the informal Meeting of the General Operations Committee held on 10th November 2021 it had been reported that a useful meeting had been held between representatives of the Town Council and the local funeral directors on 3rd December 2021 to discuss the operation of the completed cemetery extension. It was anticipated that a copy of the draft amended Cemetery Regulations would be presented to the next General Operations Committee Meeting being held in March 2022.

(d) **Sports, Leisure and Wellbeing – Feedback from public meeting re. former St Mark's Playing Field**

Further to Minute No. 85 (a) of the Council Meeting held on 1st November 2021 it was reported that twelve members of the public had attended the open meeting held in the Emmanuel Baptist Church Hall on 11th November 2021 and had put forward a range of views regarding the potential future community use of the former St Mark's Playing Field. Attendees were delighted that the Town Council

had been able to take over the area and that it would be fantastic to see the local community enjoying the former playing fields once again in the future. The working party would be holding a follow-up meeting in the New Year to consider the suggestions put forward, which would form part of the budget setting process for 2022/23.

(e) **Public Conveniences – Update**

A meeting of the working party had been held on 12th November 2021 to discuss the ongoing drainage problems at Burlington Chine public conveniences, and also the condition, maintenance requirements, and future use of the toilets. It was noted that funds had been included in the budget for 2022/23 for maintenance works. Consideration would be given to the long-term strategy for the toilets at the next Capital Projects Sub-Committee Meeting to be held in the New Year.

(f) **Environmental Policy – Update**

Further to Minute No. 85 (b) of the Council Meeting held on 1st November 2021 it was reported that the working party had met on 6th December 2021 to review the Council's Environment Policy Action Plan and progress made to date, consider any further actions required, and to review existing and future budgets. It was noted that a budget of £31,500 had been proposed for the 2022/23 financial year which would be used towards the cost of electrical improvements (to include improvements in Sandpit Field and Prince Albert Gardens), and towards the cost of engaging the services of an energy consultant. A longer-term strategy for environmental improvements was also being considered.

105. **TO CONSIDER PROPOSAL FROM DORSET COAST FORUM (DCF) FOR FUNDING OF SUSTAINABLE SWANAGE SUPPORT OFFICER POST**

Further to Minute No. 193 (f) of the Council Meeting held on 27th January 2020 consideration was given to a briefing note prepared by Dorset Coast Forum which provided an update on the work and projects undertaken by the Sustainable Swanage Group from April 2021 to September 2021, and which set out a proposal for the Sustainable Swanage Support Officer post for the next three years (2022/25). The proposal included a request for the Town Council to continue to support the work of Sustainable Swanage through the dedicated support officer, the total cost of which would be £58,559 over the three-year period (staffing costs two days per week, and related on-costs, and project resources/events/marketing costs).

It was noted that a lengthy debate had been held at the online meeting regarding the importance of the support officer's role, the range of projects being undertaken, and their relation to the Council's Environment Policy and Action Plan which sought to protect the local environment and its sustainability for future generations. Members had therefore been in support of the Council continuing to fund the post, which would assist the officer in driving through the proposed projects.

It was proposed by Councillor Moreton, seconded by Councillor Rogers and RESOLVED UNANIMOUSLY:-

That the Town Council approves the total funding package of £58,559 for three years for the Sustainable Swanage Support Officer post (2022-2025).

106. **TO CONSIDER RECOMMENDATIONS FROM GRANTS PANEL**

Consideration was given to a briefing note dated December 2021 prepared by the Administration and Communications Manager setting out the recommendations made by the Grants Panel following its meeting on 9th December 2021, which had been held to consider and review in detail Swanage Town Council Grant Applications received for the 2021/22 financial year. An annual budget of £10,000 had been allocated to the grants and donations budget for 2021/22.

A total of £13,958 had been requested, and it was proposed that £2,548 be awarded. The balance of £7,452 would be available for applications received throughout the remainder of the financial year. It was also proposed that the Council would increase awareness of its grant scheme with local charitable/community groups.

At the online meeting the Grants Panel's recommendations had been discussed in turn and Members had been in support of all recommendations made.

It was proposed by the Councillor Moreton, seconded by Councillor Bishop and **RESOLVED UNANIMOUSLY:-**

That the Town Council approves the recommendations of the Grants Panel as set out in Appendix 1 of the briefing note dated December 2021 and the table below, totalling £2,548.

Greengage Community Garden	£868
Life Education Wessex	£430
Parkrun Global Ltd (Swanage Parkrun)	£500
Purbeck Art Weeks Festival and Mowlem Theatre	£500
Swanage Community Defibrillator Partnership	£250

107. **STATEMENT OF CASH BALANCE**

- (a) A Statement of Cash Balance as at 31st October 2021 was submitted for information (a copy attached at the end of these Minutes).
- (b) A Statement of Cash Balance as at 30th November 2021 was submitted for information (a copy attached at the end of these Minutes).

108. **PAYMENT OF ACCOUNTS**

In accordance with Regulations 5 and 6 of the Council's Financial Regulations, the following Payment Schedules were submitted for information:-

- Payment Schedule 7, amounting to £708,478.06
- Payment Schedule 8, amounting to £180,177.84

109. **CHAIRMAN'S ANNOUNCEMENTS**

At the online meeting, Councillor Harris reported that in her capacity of Town Mayor she had attended the following events since the last Council Meeting:-

- **Coffee Pot Café** – held at the All Saints Church, Swanage on Thursdays from 10.00am to 12.30pm.
- **The Trevor Chadwick Memorial Trust fundraising raffle draw** – held on 9th November, and which had raised over £3,000.
- **Armistice Day commemoration event** at the Swanage War Memorial on 11th November, and the **Remembrance Sunday Parade and Church Service** on 14th November, followed by wreath laying at the Swanage War Memorial.
- **Dorset Association of Parish & Town Councils (DAPTC) Annual General Meeting** – which was held online on 13th November.
- **The Purbeck Society's** talk, and launch of the 'Swanage Local Survey of Non-designated Heritage Assets' held on 12th November, at which the Town Council had been presented with a hard copy of the survey document.

- **DAPTC Towns and Larger Parishes Committee Meeting** held online on 26th November.
- **Swanage Christmas lights** switch on event on 27th November - which had been well-received by attendees, and thanks and appreciation were extended to the Operations Manager and her team for all their hard work in making this year's lights a success.
- **Artisans on the Beach 2021/22** launch event on 27th November.
- **Swanage Town Twinning Group's** Christmas social and quiz on 6th December.
- **Greengage Community Garden Christmas Fayre** on 11th December.

A reminder was then given regarding the Swanage Town 'Carols by Candlelight' Service which was being held in St Mary's Church on 24th December at 6.30 p.m.

110. **REPORT FROM DORSET COUNCILLORS**

At the online meeting, updates were given on the following matters:-

- **Budget setting** – further to Minute No. 83 of the Council Meeting held on 1st November 2021, it was reported that Dorset Council (DC) was continuing its work on budget setting for the financial year 2022/23. A £4m deficit had now been projected, however, it was likely that new funding for adult social care could be forthcoming in the sum of £3.8m.
- **Libraries Public Consultation** – a reminder was given regarding DC's #LetsTalkLibraries consultation, phase one of which would be running until 7th January 2021. Everyone was encouraged to complete the online survey, and further information could be found online at: [#LetsTalkLibraries consultation - Dorset Council](#)
- **Dorset Waste Services** – a reminder was given regarding the Christmas and New Year rubbish/recycling collection dates. Further information could be found online at: [Christmas and New Year rubbish and recycling - Dorset Council](#)
It was noted that the previous issues experienced by residents in the town regarding long-term non-collection of bins had now been brought to the attention of DC's Chief Executive, and the Portfolio Holder accordingly.
- **South Walks House, Dorchester** – DC was in the process of considering options for the future of the South Walks building, and potential move of the Council's offices back to County Hall in Dorchester.
- **2021 Bus Service Improvement Plan** – DC's Bus back better bid had been submitted. Further information could be found at: [About the Bus Service Improvement Plan - Dorset Council](#)
- **Government Household Support Fund** – DC had been awarded £2.3m from the fund to help vulnerable households across the county in need of financial support.
- Councillor Suttle was sad to announce that Graham Brown, former Purbeck District Councillor, had passed away recently.

111. **TO APPROVE TOWN COUNCIL PRIORITY WORK PROGRAMME WINTER/SPRING 2021/22**

Consideration was given to a report detailing the Town Council's priority projects for winter/spring 2021/22, the proposed urgency of each project, and aims and objectives for April 2022.

It had been explained at the online meeting that this was a 'working document' and that further work was being undertaken to develop the priority work programme for the spring/summer 2022 period. Thanks and appreciation were extended to the Council's officers and staff for their hard work and engagement in helping to deliver the wide-ranging list of priorities.

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

That the Town Council approves the Council's work programme for winter/spring 2021/22 as set out in the report titled 'Council Priority Projects Winter/Spring 2021/22'.

112. **PROPOSED ADOPTION OF REVISED MODEL CODE OF CONDUCT**

Consideration was given to the Swanage Town Council Draft Code of Conduct dated December 2021. It was noted that the Council's existing Code of Conduct had been adopted in July 2012.

It had been explained at the online meeting that a revised Model Code of Conduct had been published in December 2020 (updated in January and May 2021) by the Local Government Association, in association with key partners, and after extensive consultation, as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance. The aim of the revised document was to provide consistency across all tiers.

It was proposed by Councillor Foster, seconded by Councillor Moreton and
RESOLVED UNANIMOUSLY:-

That the Town Council adopts the Swanage Town Council Draft Code of Conduct dated December 2021.

113. **PLANNING POLICY**

At the online meeting updates were provided on the following matters:-

(a) **Dorset Local Plan (DLP) – Update on drafting of Swanage chapter**

Further to Minute No. 84 of the Council Meeting held on 1st November 2021 a further meeting had been held on 13th December 2021 with the DC Senior Planning Policy Officer for an update on the draft Swanage chapter of the DLP. At the meeting Councillors also discussed the concerns which had been raised at the Neighbourhood Planning workshop held on 25th August 2021, and had stressed the importance of retaining as many of the Swanage Local Plan policies as possible in the Swanage chapter, the SLP ultimately being replaced by the DLP. These concerns had been noted by the officer accordingly and further work would now be undertaken on the chapter in light of the feedback received, and concerns raised at the meeting.

It was now anticipated that a revised version of the chapter would be available by the end of February 2022, with a final draft of the DLP being published for comment in spring 2022.

(b) **Neighbourhood Plan – Update on next steps**

Further to Minute No. 84 of the Council Meeting held on 1st November 2021 it was reported that research had been undertaken with other Town Councils who had completed/were currently going through the neighbourhood planning process to find out details of timescales and costs of the process. The Council was now looking to set aside a budget of £15,000 for the 2022/23 financial year towards commencement of this work.

Next steps would include a formal application to Dorset Council for a designated neighbourhood area, and the exploration of potential grant funding options. It was noted that three planning consultants had also been identified who would be invited to undertake presentations to the Town Council to find out what advice services may be available to the Council regarding the development of a Neighbourhood Plan.

114. **THE QUEEN'S PLATINUM JUBILEE BEACONS 2nd JUNE 2022 – TO CONSIDER TOWN COUNCIL PARTICIPATION IN THE JUBILEE BEACON LIGHTING EVENT**
- Consideration was given to an email received from Dorset Council regarding a proposed beacon lighting event to be held at Durlston Country Park on 2nd June 2022 to celebrate The Queen's Platinum Jubilee. It was noted that the Chair of DC had invited the Town Council to join in this event.
- At the online meeting comments had been made that Councillors had been disappointed with the small gas beacons used at previous events, and whether contact could be made with the local Veterans' Forge to see if a larger metal (fire) beacon could be provided and used instead of a gas beacon.
- It was therefore agreed that before making a decision on the proposals for the Jubilee beacon lighting event, further information would be required from DC, and The Veterans' Forge accordingly.
115. **REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**
- The following updates were provided at the online meeting on 13th December:
- (a) **Purbeck Community Rail Partnership** – Councillor Whitwam provided an update on the proposed 90-day trial of the Wareham to Swanage rail service which was set to commence on 5th May 2022. A World War II evacuation re-enactment event was planned for spring 2022, which would also involve local Primary Schools.
 - (b) **Swanage and District Chamber of Trade** - Councillor Finch reported that a fundraising raffle had been undertaken to raise funds for future additional Christmas lights for the town. A Christmas 'What's not my line?' competition, and a 'Best dressed Christmas window 2021' competition (for local shops/businesses) were also being held, as well as 'The best decorated home' competition.
 - (c) **Swanage Community Housing Group** – Councillor Rogers reported that good progress was being made, five new board members had joined the group, and a preliminary evaluation of Town-Council owned sites for development was being undertaken. It was noted that a bank account was now up and running for the group.
116. **REPORTING OF DELEGATED MATTERS**
- There were no matters to report.
117. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**
- (a) **Ambulance Car – Update** – further to Minute No. 92 (a) of the Council Meeting held on 1st November 2021 there was no further update to give at this time.
 - (b) **A & E Local – Update** – there was no further update to give at this time. However, it was noted that a number of local councils had lobbied DC regarding placing this matter on a future meeting agenda of DC's Health Scrutiny Committee.
 - (c) **Wellbeing Swanage – Update** – it was reported that space at Herston Village Hall had been offered to the Citizens Advice Bureau for face-to-face meetings in the future if required. It was noted that a meeting to progress discussions regarding the Chapel Lane Project was being held with DC on 15th December.
 - (d) **Citizens Advice in East Dorset and Purbeck – Annual Review 2020-21** – a copy of the CAB's Annual Review had been provided for information purposes.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Town Mayor, seconded by Councillor Rogers 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 items 18 and 19 for reasons of legal and commercial confidentiality.

118. **PROCUREMENT**

(a) **King George's Play Area Equipment**

Further to Minute No. 4 of the Capital Projects Sub-Committee Meeting held on 3rd November 2021, consideration was given to an initial tender report provided by the Operations Manager. It was noted that Dorset Council had confirmed that it was able to contribute £50,000 towards this project from its COMF funding. Further to Financial Regulations 1.14 and 4.7, it was proposed by the Town Mayor, seconded by Councillor Moreton and RESOLVED UNANIMOUSLY:-
To approve spending for the installation of play equipment at King George's Playing Field up to a total of £88,000, and to delegate authority to officers, in consultation with the tender assessment panel, to award a contract accordingly.

(b) **Beach Gardens**

Further to paragraph 14 (a) of the Notes of the Informal Meeting of the General Operations Committee held on 10th November 2021, consideration was given to a briefing note prepared by the Operations Manager providing an update regarding the implementation of maintenance works at Beach Gardens, as recommended in a Condition Survey undertaken by Dorset Council Assets and Property. It was proposed by Councillor Bishop, seconded by Councillor Rogers and RESOLVED UNANIMOUSLY:-
That Blacknoll's Ltd be engaged under Dorset Council's Repairs, Maintenance, Minor and Small Capital Works (RMMSCW) Framework to undertake repairs to Beach Gardens pavilion and grounds for the sum of £15,834.73.

119. **LEASE RENEWALS AND ASSOCIATED RENT REVIEWS**

Consideration was given to recommendations from the Council's surveyor and valuer in respect of lease renewals and rent reviews due in relation to the following properties, as set out in letters dated 18th November 2021:-

(a) **Seabreeze Restaurant, Shore Road**

It was proposed by Councillor Bishop, seconded by Councillor Rogers and RESOLVED UNANIMOUSLY:-
To agree to enter into a new 12-year lease with the existing tenant of Seabreeze Restaurant from 27th January 2022, at an initial rent in accordance with the valuation advice contained in the letter dated 18th November 2021.

Further to her declaration under Minute No. 96 Councillor Foster left the room during consideration of the following item.

(b) **Santa Fe Fun Park and Games Room**

It was proposed by Councillor Moreton, seconded by Councillor Rogers and RESOLVED UNANIMOUSLY:-

To agree to enter into new 13-year leases from 1st April 2022 with the existing tenant of the Santa Fe Fun Park and Games Room, at an initial rent in accordance with the valuation advice contained in the letter dated 18th November 2021 (backdated to 1st April 2020).

120. **LOWER GRAMMAR SCHOOL FIELD**

Consideration was given to a letter from the Allnatt Centre dated 2nd December 2021, seeking authority to relinquish the lease of the Lower Grammar School Playing Field. It was noted that a sum of £1,900 per annum was currently paid as rent. The Allnatt Centre's residential field study centre in Ulwell Road (The Chatsworth Centre) had been unable to operate due to Covid-19 restrictions and therefore the field was now surplus to their requirements.

It was noted that both Swanage Cricket Club (which already had permission from the Town Council to use the field) and St Mary's Primary School had expressed an interest in utilising the property.

It was proposed by Councillor Moreton, seconded by Councillor Foster and
RESOLVED UNANIMOUSLY:-

To agree to release the Allnatt Centre from the lease of the Lower Grammar School Field, as of 31st March 2022, and to establish a working party to consider future options for the land.

121. **NORTH BEACH CAR PARK**

Members gave consideration to a request from the owners of the Beachway Hotel, 19 Ulwell Road, for a 'Licence for Maintenance Access Only' to a small area of Swanage Town Council land, situated to the rear of the Coastguard station in North Beach Car Park. The Town Clerk reported initial legal advice that had been received in respect of draft Heads of Terms produced by the property owner.

It was proposed by Councillor Foster, seconded by Councillor Bishop and
RESOLVED UNANIMOUSLY:-

To agree in principle to enter into a licence agreement with the owners of the Beachway Hotel, Ulwell Road, subject to any matters raised by the Council's legal advisor and valuer being satisfactorily addressed.

It was **FURTHER RESOLVED:-**

That delegated authority be given to the Town Clerk to conclude negotiations.

122. **AWARD OF CONCESSION- BOAT HIRE AND WATER TAXI, MONKEY BEACH, FROM APRIL 2023.**

Further to Minute No. 42 (d) of the Council Meeting held on 26th July 2021, consideration was given to the sole submission received in response to a recent advertisement for expressions of interest in operating a boat hire and/or water taxi concession from Monkey Beach. It was noted that the licence will run for seven seasons from the end of the existing licence in April 2023.

It was proposed by Councillor Rogers, seconded by Councillor Bishop and
RESOLVED UNANIMOUSLY:-

To enter into a licence for the operation of a boat hire and water taxi business from Monkey Beach with Mr S. Hill for seven seasons from 1st April 2023, at an initial fee of £3,000 p.a.

It was FURTHER RESOLVED:

That delegated authority be given to the Town Clerk to agree licence terms, including the timing of future uplifts in the licence fee.

The Council meeting concluded at 4.40 p.m.
