

Minutes of the **MONTHLY MEETING** of the Swanage Town Council held via Zoom on **MONDAY, 19<sup>th</sup> OCTOBER 2020** at 7.00 p.m.

PRESENT:-

Councillor M.P. Bonfield – Chairman

Councillor C. Finch  
Councillor T. Foster  
Councillor A. Harris  
Councillor D. Monkhouse  
Councillor C. Moreton  
Councillor G.M. Suttle  
Councillor C. Tomes  
Councillor W.S. Trite  
Councillor M. Whitwam

In addition to Members of the Council and officers, four members of the public, and one member of the local press attended the Meeting.

Reverend Karen James, Minister, Swanage Methodist Church, offered a short prayer before the commencement of the Meeting.

Before opening the Meeting, the Chair welcomed members of the public and read a short statement regarding filming/audio recording etc. of the Meeting, and a summary of the procedure for Public Participation Time.

**Public Participation Time**

There were no matters raised.

The Chairman opened the Council Meeting at 7.15 p.m.

41. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Page and Rogers.

42. **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.

There were no declarations to record on this occasion.

43. **MINUTES**

(a) Proposed by Councillor Finch, seconded by Councillor Harris, and RESOLVED UNANIMOUSLY:-

That the Minutes of the Annual Meeting of the Council held on 14<sup>th</sup> September 2020 be approved as a correct record and signed.

(b) Proposed by Councillor Finch, seconded by Councillor Foster, and RESOLVED UNANIMOUSLY:-

That the Minutes of the Extraordinary Meeting of the Council held on 23<sup>rd</sup> September 2020 be approved as a correct record and signed.

44. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and  
Consultation Committee held on 7<sup>th</sup> September 2020  
be approved as a correct record and signed.

45. **ROADS AND TRANSPORT COMMITTEE**

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

That the Minutes of the Meeting of the Roads and  
Transport Committee held on 23<sup>rd</sup> September 2020 be  
approved as a correct record and signed.

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

5) **Shore Road – report on responses to public consultation on the potential pedestrianisation of southern section between the Mowlem and Victoria Avenue and update**

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

That a formal request be made to Dorset Council for  
the southern section of Shore Road, between The  
Mowlem and Victoria Avenue, to be closed on a  
permanent basis to improve public safety.

6) **Community Speed Indicator Device – presentation from Rob Camp, Road Safety Officer, Community Highways Safety Team, Dorset Council**

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

That support in principle be given to the installation of  
two poles and one Speed Indicator Device, the cost to be  
considered further during the forthcoming budget setting  
process.

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

That a budget of up to £600 be approved to cover the  
cost of the speed surveys which would be required to  
assess the suitability of three potential locations for the  
proposed Speed Indicator Device.

46. **SWANAGE COMMUNITY HOUSING STEERING GROUP**

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

That the Minutes of the Meeting of the Swanage  
Community Housing Steering Group held on 1st  
October 2020 be approved as a correct record and  
signed.

47. **PLANNING AND CONSULTATION COMMITTEE**

It was reported that consideration of the Minutes of the Meeting of the Planning  
and Consultation Committee held on 5<sup>th</sup> October 2020 would be deferred until the next  
scheduled Council Meeting.

48. **STATEMENT OF CASH BALANCE**

(a) A Statement of Cash Balance as at 30<sup>th</sup> September 2020 was submitted for information (a copy attached at the end of these Minutes).

49. **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 6, amounting to £195,334.29

50. **SWANAGE TOWN CENTRE FLOOD DEFENCE SCHEME, INLCUDING POTENTIAL PEDESTRIANISATION OF LOWER HIGH STREET AND SOUTHERN SECTION OF SHORE ROAD – TO CONSIDER OUTLINE PROPOSALS FOR PUBLIC CONSULTATION**

The Town Mayor welcomed Mr Matt Hosey, Head of Flood and Coastal Erosion Risk Management, BCP & Dorset Councils, Ms Rhiannon Jones, Dorset Coast Forum Co-ordinator, and Mr Malcolm Turnbull, Chair, Swanage Coastal Change Forum to the meeting.

A presentation was then given by Mr Hosey, Ms Jones and Mr Turnbull on the Swanage Town Centre Flood Defence Scheme project proposals. It was explained that Dorset and BCP Councils and the Swanage Coastal Change Forum were working in partnership on the proposals and that there were three elements to the project as follows:

- Proposed coastal defences along Swanage seafront.
- Potential to create enhanced community spaces and pedestrianised areas, to include lower High Street and the south section of Shore Road - to improve local resident/visitor experience, and create a 'focal point' to lead to other attractions around the town.
- Potential to create enhanced areas for marine users, to include slipway improvements, better access to the sea, pontoons and new signage.

Initial design costs had been estimated at £1.7m, and next steps included the exploration of potential grant funding towards the project, and community engagement on the proposals.

The presentation was followed by an opportunity for Members to undertake a 'Q & A' session with the presenters. During the discussion concerns were raised regarding heavy flooding experienced in these areas in recent years, and the impact of this, and a recommendation was made that consideration should also be given to flood resilience measures for buildings' doorways in the area. Attention was drawn to the Environment Agency's flood risk profiling/modelling which had been undertaken.

The importance of retaining and protecting the heritage features and character of the Swanage Conservation Area was highlighted.

Following a lengthy debate Members were in agreement that the proposals provided the potential for major enhancements to be made not only to protect the town centre but also to improve the seafront areas, and welcomed community engagement on the proposals.

It was therefore proposed by Councillor Tomes, seconded by Councillor Harris, and **RESOLVED UNANIMOUSLY:-**

That the Town Council supports the outline proposals for the Swanage Town Centre Flood Defence Scheme being put out to public consultation.

The Town Mayor thanked the presenters for attending the meeting and for the interesting and informative presentation.

Messrs Hosey & Turnbull and Ms Jones left the Meeting at 8.00 p.m.

51. **CHAIRMAN'S ANNOUNCEMENTS**

Councillor Bonfield reported that he had not attended any civic events during the past month.

52. **REPORT FROM DORSET COUNCILLORS**

Updates were given on a number of matters including:-

- **Dorset Council's (DC's) draft Climate and Ecological Emergency Strategy** - public consultation on the Strategy would run from 29<sup>th</sup> October 2020 until 20<sup>th</sup> January 2021.
- **Dorset Council's Dog-related Public Spaces Protection Order (PSPO)** – the new county-wide PSPO for dogs in open spaces had been approved at DC's Cabinet Meeting held on 6<sup>th</sup> October 2020.
- **Leisure Services Review** – agreed at DC's Cabinet Meeting on 6<sup>th</sup> October 2020.
- **'Planning for the future' White Paper** – an overview of Dorset Council's response to the government's White Paper was given.
- **Eastern Area Planning Committee** – further to Minute No. 18 of the Annual Council Meeting held on 14<sup>th</sup> September 2020 concerns were again raised regarding the reduced number of councillors representing wards in the former Purbeck District Council area.  
Further concerns were raised regarding the timescale for the adoption of the Purbeck Local Plan and it was agreed that the Dorset Councillors for Swanage ward would lobby the Leader of Dorset Council regarding these matters.
- **Lead Support for Cabinet Members** – details were given regarding six new posts which had been created. The postholders would be supporting DC's ten Cabinet Members across a wide range of functions.
- **Dorset Council's Community Safety Plan 2020-2023, Youth Justice Plan 2020/21, and Children, Young People and Families' Plan 2020-2023** – it was reported that all three plans had now been approved and adopted by Dorset Council.

53. **BANDSTAND – UPDATE ON ADDITIONAL DRAINAGE WORKS**

Further to Minute No. 29 (b) of the Annual Council Meeting held on 14<sup>th</sup> September 2020, consideration was given to a briefing note dated October 2020 prepared by the Operations Manager setting out details of recent discussions held with the Friends of Swanage Bandstand (FoSB), and Dorset Council Asset and Property Services.

It was reported that a proposal had been made by FoSB for the group to fund the replacement of the coping stones to the perimeter of the Bandstand, the cost of which had previously been quoted at £10,506. The group also proposed to fund six new benches and a noticeboard which, if approved, would be installed by the Town Council's Operations Team.

It was further reported that in view of the scale, potential visual impact, cost, and current limited extent of the pooling of water on the upper tier of the bandstand, it had been recommended that the additional drainage works should be suspended and the area monitored over the winter period. It had also been recommended that an additional sum of £5,000 should be placed into the 2021/22 budget for the installation of a linear soakaway should the water pooling issues warrant further investigation.

It was therefore proposed by Councillor Trite, seconded by Councillor Finch, and **RESOLVED UNANIMOUSLY:-**

That the Town Council approves the proposal from the Friends of Swanage Bandstand to fund the replacement of 22 Purbeck coping stones at a cost of £10,506.

It was further proposed:-

That the Town Council approves a budget of up to £5,000 for additional drainage at the bandstand should monitoring of the area over the 2020/21 winter period determine that this is required.

54. **WORKING PARTY UPDATES**

(a) **Sport, Leisure and Wellbeing held on 5<sup>th</sup> October 2020**

**i) Skate Park – gift of new half pipe**

Consideration was given to a briefing note dated October 2020 prepared by the Operations Manager setting out a proposal from local fundraiser, Mrs Lorna Haines, regarding the procurement of a new piece of equipment, from funds raised, to be installed in the skate park. Mrs Haines had undertaken consultation with skate park users and based on their feedback a larger ‘half pipe’ was proposed. The existing ‘half pipe’ would be moved to a new area in the skate park and the new one located in its place. Once installed it would be gifted to the Town Council. A site meeting had been undertaken by the working party to consider the proposal accordingly.

It was reported that the Operations Manager had also been in contact with the company who would be supplying and installing the equipment and had requested the appropriate documentation and risk assessments.

Proposed by Councillor Finch, seconded by Councillor Tomes, and

**RESOLVED UNANIMOUSLY:-**

That the Town Council approves the installation and gifting of the new half pipe, and relocation of the existing half pipe, subject to satisfactory documentation being received and approved by the Operations Manager.

**ii) #Willdoes – proposals to station community support services bus in Main Beach car park**

Further to Minute No. 154 of the Council Meeting held on 16<sup>th</sup> December 2019 it was reported that the working party, Town Clerk, and Operations Manager had met with trustees from #Willdoes on 5<sup>th</sup> October 2020 in Main Beach car park to discuss the trustees’ proposal to site a double decker community support bus in the car park. It was noted that the Council had received information regarding the benefits that such buses provided in delivering services to young people and how they had been utilised in other locations. An initial location had been identified in the coach park area adjacent to the gateway and access to Forres Field and the Skate Park. Further information was now awaited regarding the specific proposals for the Swanage bus.

During the ensuing discussion Members were in support of the proposal in principle, however, comments were made that if the bus was to be continuously stationed in the car park then it would be important for a regular maintenance programme for the bus to be agreed and put in place.

It was therefore proposed by the Town Mayor, seconded by Councillor Moreton, and **RESOLVED UNANIMOUSLY:-**

That the Town Council notes the intention of #Willdoes to station a community support services

bus in Main Beach car park, and agrees that the proposal is developed further in consultation with the Sport, Leisure and Wellbeing Working Party.

(b) **Museum held on 13<sup>th</sup> October 2020**

Further to Minute No. 240 (b) of the Extraordinary Council Meeting held on 20<sup>th</sup> March 2020 it was reported that the working party had met on 13<sup>th</sup> October to discuss the progress made to date with the Museum expansion proposals. It was noted that design proposals were now in the process of being drawn up by Dorset Property.

At the meeting, suggestions had been welcomed regarding possible locations for the siting of the mini version of the Durlston globe. Members were in agreement that, in view of the value of the globe, it may be appropriate to display this in the expanded Museum once complete.

(c) **Environmental Policy held on 14<sup>th</sup> October 2020**

Further to Minute No. 19 (a) of the Annual Council Meeting held on 14<sup>th</sup> September an update was given on the development of the draft Swanage Town Council Environmental Policy Action Plan, and it was reported that good progress had been made. It was noted that the working party would be engaging with stakeholders on the draft plan over the coming months.

55. **WORKING PARTY APPOINTMENTS**

(a) **To re-appoint panel to consider impact of Covid-19 on the payment of rents and licence fees**

Further to Minute No. 292 of the Council Meeting held on 27<sup>th</sup> July 2020, and following the Annual Council Meeting held on 14<sup>th</sup> September 2020, it was reported that the Commercial Tenants Panel would need to be re-appointed for 2020-2021.

It was therefore proposed by the Town Mayor, seconded by Councillor Trite, and **RESOLVED UNANIMOUSLY:-**

That Councillors Finch, Foster, Harris, Monkhouse and Suttle be re-appointed to the Commercial Tenants Panel to continue to work with officers in respect of the impact of Covid-19 on the payment of rents and licence fees.

(b) **To re-appoint Community Emergency Plan Steering Group**

Further to Minute No. 241 (b) of the Council Meeting held on 20<sup>th</sup> March 2020, and following the Annual Council Meeting held on 14<sup>th</sup> September 2020, it was reported that the Community Emergency Plan Steering Group would need to be re-appointed for 2020-2021.

It was therefore **AGREED:-**

That the Community Emergency Plan Steering Group be reappointed consisting of Councillor Moreton, Mr Ian Brown, and Mrs Kim Gallagher, with support of civil contingency planners and Town Council officers.

(c) **To appoint Energy Procurement working party**

Further to Minute No. 40 of the Extraordinary Council Meeting held on 23<sup>rd</sup> September 2020 it was felt that it would be appropriate for the review of the Town Council's energy contract to be undertaken by the Council's Environmental Policy Working Party.

It was therefore proposed by the Town Mayor, seconded by Councillor Moreton, and **RESOLVED UNANIMOUSLY:-**

That the review of the Town Council's energy contract be delegated to the Council's Environmental Policy Working Party in order to establish how to achieve a 100% renewable energy supply at the earliest possible opportunity, the findings of which to be brought back to a future Council Meeting for further consideration.

- (d) **To consider appointment of NHS Emergency Care working party**  
Further to Minute No. 27 (c) of the Annual Council Meeting held on 14<sup>th</sup> September 2020 consideration was given to the establishment of a working party. During the discussion Members were in agreement that the use of 'NHS' in the title of the working party could potentially cause some confusion, and a suggestion made that it should be called 'Emergency Health Services' which would better reflect the concerns that the group would be considering. It was therefore proposed by Councillor Monkhouse, seconded by Councillor Trite, and RESOLVED UNANIMOUSLY:-

That an Emergency Health Services Working Party be established consisting of Councillors Finch, Foster, Harris, Monkhouse and Trite.

- (e) **To confirm 'lead councillor' for each Council working party**  
Proposed by the Town Mayor, seconded by Councillor Harris, and RESOLVED UNANIMOUSLY:-

That the Town Council confirms a 'lead councillor' for each of the Council's working parties, as set out in the schedule dated 19<sup>th</sup> October 2020 and as detailed below:-

<b>Affordable Housing</b>	Cllr Moreton
<b>Car Parks</b>	Cllr Foster
<b>Communications Strategy</b>	Cllr Foster
<b>Community Awards Panel</b>	Cllr Bonfield
<b>Community Emergency Plan</b>	Cllr Moreton
<b>Environmental Policy</b>	Cllr Harris
<b>Events</b>	Cllr Tomes
<b>Grants Panel</b>	Cllr Bonfield
<b>Market</b>	Cllr Finch
<b>Museum</b>	Cllr Whitwam
<b>Shore Road Closure</b>	Cllr Whitwam
<b>Sports, Leisure and Wellbeing</b>	Cllr Tomes
<b>Waste Management</b>	Operations Committee Chair
<b>Website &amp; Marketing (Tourism)</b>	Cllr Foster

It was further AGREED:-

That the 'lead councillor' for the new Emergency Health Services Working Party as set out in Minute No. 55 (e) above will be Councillor Monkhouse.

- (f) **Capital Projects Sub-Committee**  
It was reported that, following the appointment of the General Operations Committee for 2020/21 at the Annual Council Meeting held on 14<sup>th</sup> September 2020, the next Meeting of the Committee would be held on 11<sup>th</sup>

November 2020. However, the Capital Projects Sub-Committee was due to meet again on 21<sup>st</sup> October 2020 and the Town Council would therefore need to appoint the Sub-Committee on an interim basis until consideration could be given to membership for the Sub-Committee for 2020/21 at the meeting scheduled for 11<sup>th</sup> November.

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

That the Capital Projects Sub-Committee be appointed on an interim basis, consisting of Councillors Bonfield, Harris, Moreton, Page and Tomes, pending further discussion at the General Operations Committee Meeting being held on 11<sup>th</sup> November 2020.

56. **TO CONSIDER GRANT APPLICATION – FRIENDS OF NORTHBROOK CEMETERY**

Consideration was given to a request received from the Friends of Northbrook Cemetery for a grant of £500 towards the cost of proposals for improving the cemetery, which included the clearing of weeds, debris and litter, to nurture and encourage existing wildlife, planting to encourage bio-diversity, and the provision of a space for members of the public to ‘respect and reflect’. The costs would also include the purchase of hand tools to undertake this work, information boards/panels, and seeds.

It was noted that the Friends were in discussion with other organisations regarding the proposals including Swanage and Purbeck Development Trust, Swanage Museum and Heritage Centre, Dorset Wildlife Trust, and the Commonwealth War Graves Commission.

During the ensuing discussion Members were in support of the proposals. However, comments were made that the Friends did not hold a bank account to take receipt of these funds, and a recommendation was made that it would be more appropriate for the Friends to work with the Council on this project and arrange to purchase any equipment required through the Operations Department. A more detailed list of works to be undertaken and costings would therefore be required before any work commenced.

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

That the Town Council approves the allocation of £500 to a Northbrook Cemetery improvement project budget to be spent in support of the proposals put forward by the Friends of Northbrook Cemetery, subject to more detailed information being received by the Operations Department.

57. **TO CONSIDER REQUEST FOR LICENCE FOR COMMERCIAL USE OF TOWN COUNCIL PROPERTY AND REQUEST TO GRANT DELEGATED AUTHORITY TO VISITOR SERVICES MANAGER**

Consideration was given to a briefing note dated October 2020 prepared by the Visitor Services Manager. It was reported that over the past few years a small number of commercial ‘fitness’ operators had been granted permission by the Town Council to use its parks and beaches. The Council had imposed a range of requirements that each operator had to meet before a licence would be granted.

A request had now been received from a local fitness instructor who wished to undertake commercial personal training on land operated by the Council. The briefing note recommended approval of the request, subject to a number of conditions set out therein.

A request was also made for delegated authority to be given to officers to approve requests for similar personal fitness training licences in the future.

It was proposed by Councillor Monkhouse, seconded by Councillor Tomes, and **RESOLVED UNANIMOUSLY:-**

That the Town Council approves the request for a licence from the local fitness instructor, subject to the conditions as set out in the briefing note, and that delegated authority be granted to officers to approve similar requests for such licences in the future.

58. **TO CONSIDER GRANTING LICENCE FOR KAYAK USAGE AT PEVERIL BOAT PARK**

Further to Minute No. 74 of the Council Meeting held on 29<sup>th</sup> July 2019 consideration was given to a briefing note dated October 2020 prepared by the Visitor Services Manager detailing a proposal for the granting of a one-year licence to a small commercial kayak operator to use Swanage Boat Park. An annual fee of £500 for the licence was proposed.

It was explained that since 2018 the Council had provided a licence to an operator, on a trial basis for the summer seasons only, to use the boat park as a base for launching kayaks for coastal trips.

During the ensuing discussion it was reported that the trial had proved successful, had provided a positive contribution to the tourist economy of the town, and was in line with the Council's 'health and wellbeing' strategy.

It was proposed by the Town Mayor and seconded by Councillor Moreton:-

That approval be given to the issuing of an annual licence for the use of Swanage Boat Park by a commercial kayak operator, for the 2021 calendar year, at a cost of £500.

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

59. **TO CONSIDER EVENT REQUESTS FOR 2021**

Further to Minute No. 22 (c) of the Annual Council Meeting held on 14<sup>th</sup> September 2020 consideration was given to a briefing note prepared by the Visitor Services Manager (VSM) which set out details of nine event requests received to date by the Town Council for 2021 (to be held between April and August). It was reported that provisional approval for these events (which had been held in previous years) was being sought to enable event organisers to start the planning process for the events if they were to go ahead. This approval would also be dependent on government advice and the Town Council's view nearer the time. It was proposed by the Town Mayor, seconded by Councillor Finch and **RESOLVED UNANIMOUSLY:-**

That the Town Council provides provisional approval to the requests from event organisers for 2021, as set out in Appendix 1 of the VSM's briefing note.

The Council was also asked to consider whether to permit events on Council owned land again in the near future, or whether to extend its existing stance on not permitting any new events for a further period. During the ensuing discussion attention was drawn to the fact that the country was edging towards a second period of lockdown, and concerns were again raised regarding the current government guidelines surrounding the Covid-19 pandemic. Members were in agreement that they would be unable to approve new events at the present time, but that it would be prudent to review this matter again at the January 2021 Council Meeting. The Town Council

wished it to be noted that it regretted having to make this decision, which had been taken with a heavy heart. However, it was again acknowledged that there could be exceptional circumstances when an event may need to be considered, and such requests would be determined by the VSM, in consultation with the Events Working Party.

60. **TO CONSIDER MEMBERSHIP OF RURAL/MARKET TOWNS INITIATIVE**

Consideration was given to an invitation received from the Rural Services Network (RSN) for the Town Council to join a Rural/Market Towns Group. It was explained that the RSN was a ‘Special Interest Group’ of the Local Government Association, and that it would be contacting over 200 rural centres/towns in diverse rural locations across England. Two meetings of the Group would be held each year, and there would be an opportunity for the Council to attend the first meeting on 9<sup>th</sup> November 2020 free of charge. Thereafter the cost of an annual membership would be £130 + VAT. The aims of the RSN included:-

- Formation of a dedicated Rural/Market Towns Group, offering some peer-to-peer networking and discussion opportunities and input into the national rural agenda.
- The ability to establish and present the collective voice of rural/market towns.
- The RSN was currently calling on government to produce a ‘Rural Strategy’ giving both direction and promise to rural areas, and that rural and market towns should be given clear opportunities in such a strategy.

During the discussion some support was expressed for these aims. However, comments were made that it was not clear what benefits membership would have for the Town Council, and that it may be prudent for a representative to attend a meeting to gauge whether there would be any merit in taking this forward to a paid membership. It was therefore proposed by Councillor Trite, seconded by Councillor Harris and RESOLVED UNANIMOUSLY:-

That a representative of the Council should attend a meeting of the Rural/Market Towns Group and report back to a future Council Meeting for further consideration.

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

- (a) **Swanage2027 Steering Committee** – it was reported that the progress of priority projects continued to be monitored at each quarterly meeting of the Steering Committee.

62. **REPORTING OF DELEGATED MATTERS**

There were no delegated matters to report at the present time.

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

- (a) **Removal of Ambulance Car from Swanage – Update**

- (b) **A & E Local – Update**

Further to Minute Nos. 27 (b) and (c) of the Annual Council Meeting held on 14<sup>th</sup> September 2020 it was reported that Councillors Finch, Foster, Harris, Monkhouse and Trite had met to consider how best to represent the Town Council’s concerns to the People and Health Scrutiny Committee Meeting being held on 2<sup>nd</sup> November 2020. A letter reiterating the Town Council’s concerns regarding local residents’ access to emergency health care would be sent to the Committee accordingly.

It was noted that an email had been received from the Chief Executive of the Dorset NHS CCG confirming that it would engage with the Town Council prior to any decision being taken.

- (c) **Arrangements for Remembrance Sunday, 8<sup>th</sup> November 2020** – it was reported that there would be no parade this year and that there would be a scaled back/short service of remembrance at the War Memorial at 3.00 p.m. The service would be videoed/live-streamed to enable members of the community to watch proceedings from their own homes, and the church bells would be rung to mark the start and finish of the two minutes silence. Residents were being encouraged to take part in the two minutes silence on their own front doorsteps.
- (d) **Reconstruction of Prince Albert Memorial – Update** – further to Minute No. 304 of the Council Meeting held on 27<sup>th</sup> July 2020, it was reported that planning permission had now been granted for the erection of the memorial in Prince Albert Gardens. A licence was in the process of being agreed with the Swanage and Purbeck Development Trust to allow these works to commence, and it was anticipated that the memorial would be in situ by spring 2021.
- (e) **Dorset Association of Parish and Town Councils – Annual General Meeting** – it was reported that the AGM would be held online on 14<sup>th</sup> November 2020 and that the Town Mayor and Councillor Harris would be in attendance. If Town Councillors had any matters to raise for the AGM a request was made for these to be sent to Councillors Bonfield and Harris accordingly.

#### **EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Harris 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 21 to 23 for reasons of legal and commercial confidentiality.

#### 64. **PROJECT DELIVERY – TO CONSIDER AWARD OF CONTRACTS**

- (a) **Car Park and De Moulham Estate backroads resurfacing**  
Further to Minute No. 101 (a) of the Council Meeting held on 16<sup>th</sup> September 2019, consideration was given to a briefing note prepared by the Operations Manager regarding resurfacing works to Main Beach and North Beach car parks together with a number of back roads on the De Moulham estate. It was reported that an attempt to let the contract via a framework agreement had been unsuccessful as it had produced only a single submission at a price far in excess of the Council's budget.  
It was noted that a full tender process would now be undertaken via the Contracts Finder website. Given that the work would have to get underway in January 2021 in order to be completed in the current financial year, it was acknowledged that an extraordinary meeting may be required in early December to award the contract.

#### 65. **TO CONSIDER REQUEST FOR EXTENSION OF LEASE IN RESPECT OF ICE CREAM KIOSK ON CORNER OF SHORE ROAD/VICTORIA AVENUE**

Consideration was given to an email received from the tenant of the ice cream kiosk on the corner of Shore Road and Victoria Avenue seeking the Town Council's formal agreement to a new 10-year lease in the name of the Swanage Beach Kiosk

Limited. It was noted that the Council had previously agreed to the assignment of the current lease and a three-year extension expiring in 2028 at the Council Meeting held on 29<sup>th</sup> October 2018 (Minute No. 121 refers). During the discussion, attention was drawn to the possibility of inserting clauses into new commercial leases to seek the tenants' commitment to the use of sustainable products and compliance with the Council's Environmental Policy.

In light of legal and valuation advice received, it was proposed by Councillor Harris, seconded by Councillor Foster, and **RESOLVED UNANIMOUSLY:-**

That the Town Council agrees to issue a new 10-year lease in the name of Swanage Beach Kiosk Limited for a period of ten years from the date of signing, to expire no later than spring 2031, subject to the tenant giving a binding commitment to adhere to high environmental and sustainability standards.

Further to Standing Order 1. q. the Town Mayor agreed that the Meeting should be extended beyond the 2-hour time limit in order to complete the business set out in the Agenda.

66. **SANDBANKS FERRY APPLICATION FOR TOLL INCREASE –  
CONSIDERATION OF LEGAL ADVICE**

Further to Minute No. 32 of the Annual Council Meeting held on 14<sup>th</sup> September 2020, consideration was given to counsel's opinion received in respect of the above matter together with an alternative fee structure prepared jointly by Dorset Council and Bournemouth, Christchurch and Poole Council. During the debate, attention was drawn to the need to protect regular ferry users by restraining the increase in the cost of purchasing bulk tickets. The joint-council proposal was praised for keeping costs down for cyclists and pedestrians.

After careful deliberation, it was proposed by the Town Mayor, seconded by Councillor Suttle, and **RESOLVED UNANIMOUSLY:-**

That the Town Council agrees to support the Dorset/BCP Council counterproposal and jointly instruct counsel to represent all three bodies at the forthcoming public inquiry.

It was further agreed to arrange a meeting with representatives of Dorset Council to ensure that the Town Council's views on book ticket purchases were reflected in the joint counterproposal. The possibility of negotiating a cap on the Town Council's contribution to the joint legal costs was raised.

The meeting concluded at 9.50 p.m.

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