

Minutes of the Meeting of the **CAPITAL PROJECTS
SUB-COMMITTEE** held at the Town Hall, Swanage at
4.00 p.m. on **WEDNESDAY 18th MARCH 2020**

Present: -

Councillor M. Bonfield - Chairman
Councillor A. Harris – via telephone
Councillor J. Page
Councillor C. Tomes

Also present:

Councillor C. Moreton
Martin Ayres – Town Clerk
Cara Johnston – Operations Administration Officer
Culvin Milmer – Visitor Services Manager
Gail Percival – Operations Manager – via telephone

Public Participation Time

There were no members of the public present at the meeting.

1. Apologies

There were no apologies to report.

2. Declarations of Interest

No declarations of interest were made in respect of items on the agenda.

3. To approve, as a correct record, the Minutes of the Meeting of the Capital Projects Sub-Committee held on 19th February 2020

It was Proposed by Councillor Tomes, seconded by Councillor Page, and
RESOLVED UNANIMOUSLY: -

That the Minutes of the Meeting of the Capital
Projects Sub-Committee held on 19th February 2020
be approved as a correct record.

4. To receive an update report from Dorset Property

a) Commissioned works Spring 2020

The following updates were provided:

- Town Hall Annexe – damp proofing works have been ongoing. Repairs and decoration are on schedule to be completed by the 31st March.
- North Beach Public Conveniences - works are underway with completion scheduled for next week.
- Godlingston Cemetery Chapel – the repair work is proceeding well within the target of 31st March.
- Shore Road beach huts – works commence on the 31st March. The Visitor Services Manager has viewed the draft works contract. The door remediation work and the repainting of the walls can be completed within budget.
- Car park resurfacing – The Dorset Property Surveyor is compiling work in one framework with the De Moulham Road resurfacing so both works will come as a package. Works to be being completed in the autumn. The Surveyor's advice is to proceed with either an open tender or streamlined framework.

b) Programme of works 2020/21

- Play areas – there has been an initial review of play areas and what works are required. The Recreation Ground play area requires complete refurbishment of both the equipment and the seating.
- Days Park – it was reported that there is a couple of pieces of equipment that need replacing and also it has been identified that a new ground surface is required especially around the gym equipment.
A budget has been set at £90,000 for each play area. It was estimated that more than £90,000 would be spent on the Recreation Ground play area and less on Days Park. The Operations Manager requested a £180,000 budget for both. It was agreed that this will be referred to the monthly council meeting. It was confirmed that all play areas will be inspected by ROSPA in June.
- Peveril Point Road – a report from Smith Foster is awaited which will detail what works are required in the different areas that need attention.
- Godlingston Cemetery extension – it was reported that two quotes had been obtained from contractors. Both companies had been provided with the cemetery plans and directed to the existing planning consent. The two quotes were similar with both stating that a topographical survey is required and a drawing and design of what the Council feels is required to be in keeping with the cemetery. Following this it is for the Council to agree the re-drawing. The chosen contractor would then set out a specification for tender and assist the Council in reviewing submissions. One quote received was £8,600 and the other was £5,740. These quotes are priced up to the point of the tender being publicised, the preferred supplier being chosen and the contract awarded. The topographic maps are included in the price quoted.
- The Downs/Seymer Road Wall – A quote has been received for £72,682 which includes 68 metres of wall being built and assumes new stone is required for all elements of the build and that existing stone cannot be used. The original request by Dorset Property was for stone to be re-used whenever possible. The price quoted does not include foundation works that may be required once the existing stone is removed so the costs could increase. It was agreed to go back to Dorset Property services and the contractor and request further clarification on these matters and that this be reported to the monthly Council meeting.
- Depot air conditioning – the cheapest quote from the three quotes obtained was priced at £4,494. The question was raised whether running costs had been taken into consideration and it was advised that the wattage of the units suggested by suppliers was similar but no information on running costs had been received. The quote for £4,492 is the cheapest and one that the Operations Manager recommends. It was agreed that this matter will be referred to the monthly Council meeting.

5. Spa/Seafront Stabilisation Part 2 – update following the workshop held on 10th March 2020

It was reported that useful discussions were held at the workshop and a list of assumptions and aspirations had been compiled. The results are to be submitted to a future council meeting. The next steps will be to produce a draft brief.

6. Days Park / Northbrook Road – footpath improvements

Further to recent meetings with representatives of St Mary's Primary School and Dorset Council, consideration was given to potential footpath improvements through Day's Park in order to provide a safe route to school between Ulwell Road and Northbrook Road. It was reported that Dorset Council are in the process of considering

improvements to highway crossings on Ulwell Road, and it was noted that it might take another 5 years for the work to be done.

The key issues for the Town Council were identified as potential upgrading of the footpath and introduction of improved lighting. During the debate some concern was raised as to whether a new footpath would be created as part of the Development Trust's plans for the Football Club. A further question was raised enquiring if these works could be combined with other surfacing works.

In conclusion, the Operations Manager was asked to produce a report on these proposals, including options for lighting for consideration at a future meeting.

7. Museum refurbishment – consideration of public toilet priorities following the workshop held on 10th March 2020

Consideration was given to the possible museum extension and the public toilet requirements that were discussed at the working party meeting held on 10th March. It was reported that the museum wants to expand however this could impact upon the number of toilets that could be provided in the adjoining Heritage Square toilet block. A suggestion was made for making the toilets smaller so the museum could enlarge. Discussions on existing usage of these conveniences was held and it was reported that the toilets generated approximately £12,000 in revenue per year when the charge to use the facilities was 20p. A suggestion was made for 24-hour multi-use toilets but ones which are easy to maintain and keep the running costs low. Slightly smaller toilets were suggested. The Operations Manager will approach Dorset Property regarding the space and what type of toilets could be provided to see what can fit in there and to work out the structure. The Operations Manager had requested any plans of the building that the museum were able to provide. The committee gave support in obtaining this information in order to develop some outline proposals for future consideration.

8. Items of Information and Matters for Forthcoming Agendas

- a) Shore Road hardstanding
- b) Station Approach workshop - it was suggested that a working party be set up to review this area and this was welcomed by the sub-committee members.
- c) Cow Lane/Panorama Road works

9. Date of next meeting

To be arranged.

The Meeting concluded at 4.55 p.m.
