

Minutes of the **MONTHLY MEETING** of the Swanage
Town Council held at the Town Hall, Swanage
on **MONDAY, 26th FEBRUARY 2018** at 7.00 p.m.

PRESENT:-

Councillor G. Green (Deputy Town Mayor) – Chairman

Councillor J. Bishop

Councillor C. Finch

Councillor A. Harris

Councillor G.A. Marsh

Councillor T. Morris

Councillor S. Poultney

Councillor G.M. Suttle

Councillor W. Trite

Councillor M. Whitwam

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

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

Public Participation Time

The following matters were raised during Public Participation Time:-

- Dorset Against School Cuts Campaign – a presentation given by Mrs Clare Hodgson MBE, Joint Artistic Director of Diverse City and Extraordinary Bodies, and Mrs Hannah Etherington, Deputy Head, Swanage Primary School, to raise awareness regarding the proposed funding cuts faced by the three Swanage primary schools. It was reported that, if the cuts went ahead, Swanage would lose the equivalent of three teachers and four teaching assistants by 2020. It was explained that the group was an alliance of local teachers, parents, and concerned members of the community, whose main aim was to lobby for support for the schools. The group would also be asking for financial support for additional needs support in the primary schools. The Chairman gave thanks to Mrs Hodgson and Mrs Etherington for the informative presentation.
- Bournemouth-Swanage Motor Road and Ferry Company – concerns regarding the Company's Application to the Secretary of State for Transport for an increase in ferry tolls. It was confirmed by the Chairman that this matter would be on the agenda for consideration at the next Meeting of the Town Council's Planning and Consultation Committee being held on 6th March 2018. It was noted that any objections to the application needed to be submitted to the Secretary of State by 2nd April 2018.

The Very Reverend John Mann, Team Rector, Swanage and Studland, offered a short prayer before the commencement of the Meeting.

222. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Bonfield and Lejeune.

223. **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.

224. **MINUTES**

(a) Proposed by Councillor Poultney, seconded by Councillor Morris, and
RESOLVED:-

That the Minutes of the Monthly Meeting of the Council held on 29th January 2018 be approved as a correct record and signed.

225. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 5th February 2018 be approved as a correct record and signed.

226. **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 7th February 2018 be approved as a correct record and signed.

227. **STATEMENT OF CASH BALANCE**

A Statement of Cash Balance as at 31st January 2018 was submitted for information (a copy attached at end of these Minutes).

228. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in Payment Schedule 11, amounting to £260,164.09, be authorised.

229. **CHAIRMAN'S ANNOUNCEMENTS**

Councillor Green reported that in her capacity of Deputy Mayor she had attended the following event during the past month:-

- Swanage over 60's Club.

The Deputy Mayor extended congratulations to the Swanage Information Centre Team who had won a Gold Award in the Visitor Information Service of the Year Category at the recent South West England Tourism Excellence Awards 2017/18. The Team had been up against the Kingsbridge, Bude, Plymouth and Truro Information Centres, and Members agreed that the award was thoroughly deserved.

230. **INSTITUTE ROAD IMPROVEMENT SCHEME – UPDATE FROM DORSET COUNTY COUNCIL (DCC)**

Further to Minute No. 6 (d) of the Policy, Finance and Performance Management Committee Meeting held on 15th January 2018, consideration was given to an e-mail dated 9th February 2018 from DCC outlining new cost estimates for the proposed improvements to Institute Road, totalling £482,000. It was reported that, after

the deduction of financial contributions from the Town Council and Purbeck Transport Study, there was a requirement for the County Council to fund £381,500 from the Local Transport Plan budget, although this new figure included a 44% contingency. In view of the limited Local Transport Plan budget available DCC had advised that the scheme in its current form was unaffordable, and that external funding would be required in order for the scheme to be taken forward.

During the ensuing discussion Members expressed their disappointment at this decision, and grave concerns were reiterated regarding the risk of a serious accident taking place in Institute Road. A query was raised regarding the sizeable figure quoted for contingencies, and a request made for a less expensive scheme to be considered.

It was therefore agreed that the Town Council should write to the County Council in the strongest terms regarding its decision not to proceed with the improvement works, and that the Project Engineer should be invited to the next meeting of the Council's Traffic Flow Working Party to discuss next steps. It was noted that the County Councillor would also lobby the relevant DCC Cabinet Member, and the outcome of these discussions would be reported back to a future Council Meeting.

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

That a strongly worded letter be sent to Dorset County Council setting out the Town Council's concerns regarding the decision not to proceed with the improvements to Institute Road, seeking clarification of the cost estimates, and requesting that consideration be given to a less expensive scheme as soon as possible.

231. **HERSTON HALL – NOMINATION OF COUNCIL OBSERVER TO ATTEND MEETINGS OF MANAGEMENT COMMITTEE**

Further to Minute No. 209 of the Monthly Council Meeting held on 29th January 2018, a request had been received from the new Herston Hall Management Committee for a Town Council observer to attend their future meetings.

After a brief discussion, it was **AGREED:-**

That Councillor Harris be appointed to represent the Town Council at future meetings of the Herston Hall Management Committee.

232. **FORMER ST MARK'S PLAYING FIELD – AGREEMENT OF HEADS OF TERMS FOR LEASE TO SWANAGE TOWN COUNCIL**

Further to Minute No. 154 (a) of the Monthly Council Meeting held on 27th November 2017, consideration was given to a Briefing Note detailing actions taken to date regarding the acquisition of the former St Mark's School Playing Field, and next steps, which included:

- Proposed Heads of Terms of lease.
- Consideration of maintenance and repair works required prior to the reopening of the playing field, estimated at £7,500, and a yearly maintenance budget of £3,500 thereafter.
- Consideration of widening membership of the Council's St. Mark's Playing Field Working Party to include community representatives.

During the ensuing discussion Members were in agreement that a long-term lease of 50 years should be sought from DCC to protect what was considered to be a very important green space in one of the most densely populated areas in the town, for the benefit of the local community and future generations.

It was therefore proposed by Councillor Poultney, seconded by Councillor

Marsh, and RESOLVED UNANIMOUSLY:-

To seek a long-term lease of 50 years of the former St Mark's Playing Field from Dorset County Council, in line with the Heads of Terms as set out in Appendix A to the Briefing Note dated February 2018.

It was further RESOLVED:-

That a budget of £7,500 be approved to fund urgent maintenance and repair works to the St Mark's Playing Field site, and a further £3,500 budget for annual maintenance costs thereafter, as set out in Appendix B of the Briefing Note dated February 2018.

That membership of the St Mark's Playing Field Working Party be opened up to community representatives.

233. **EVENTS – REQUESTS FOR USE OF TOWN COUNCIL PROPERTY IN RELATION TO FORTHCOMING EVENTS**

Consideration was given to a Briefing Note prepared by the Visitor Services Manager (VSM) dated February 2018 detailing the following requests:-

- Prince Albert Gardens – Purbeck Plod, 24th June 2018
- The Ampitheatre, Prince Albert Gardens – Dorset Tea, Free cup of tea promotion, 11th March 2018

It was also noted that Swanage Rotary had now submitted an amended application to move its sponsored walk event to King George's Playing Fields.

Following a brief discussion, it was proposed by Councillor Suttle, seconded by Councillor Trite, and RESOLVED UNANIMOUSLY:-

That the requests from event organisers, as set out in the schedule prepared by the Visitor Services Manager, be approved, subject to submission of the required documentation at the appropriate time.

234. **SWANAGE TOWN COUNCIL OFF-STREET PARKING ORDER – TO CONFIRM REVISED SCHEDULE 1 LIST OF CAR PARKS AND CLASSIFICATION OF PERMITTED VEHICLES**

It was explained that The Town Council operated its car parks under the Road Traffic Regulation Act, 1984, and that the Council's Off Street Parking Places Order was reviewed from time to time. The existing Order dated from 2007, with later minor amendment orders having been made.

Consideration was then given to 'Draft Schedule 1- Parking Places'. It was noted that the Council would need to revise the order to officially allocate the car parking spaces in Main Beach car park which were to be used in conjunction with the new electric vehicle charging points, which had now been delivered. A revised Order detailing the amendments would need to be prepared by the Council's legal advisers.

Following a brief discussion, it was proposed by Councillor Poultney, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That the Town Council's solicitor be instructed to prepare a revised Off Street Parking Places Order, incorporating the contents of Draft Schedule 1 – Parking Places, as presented to this meeting.

235. **PRINCE ALBERT MEMORIAL – REQUEST TO APPROVE RECONSTRUCTION OF MONUMENT AT PRINCE ALBERT GARDENS AND FUND PROFESSIONAL FEES**

Further to Minute No. 132 of the Monthly Council Meeting held on 30th October 2017, consideration was given to an e-mail dated 17th February 2018 from Swanage Museum's Albert Memorial Working Group requesting financial support from the Town Council to fund the costs of pre-application advice and any subsequent planning application to the District Council regarding the group's proposal to re-erect the Prince Albert Memorial in Prince Albert Gardens (PAG).

During the ensuing discussion concerns were raised regarding the stability of the ground in PAG and the likely requirement for a structural survey to be undertaken. Members wished it to be noted that although the Council would be agreeable to covering the pre-application advice fee, it would not fund the project itself, and therefore the Museum Working Group would need to undertake its own fundraising activities, as acknowledged in their recent e-mail.

It was therefore proposed by Councillor Suttle and seconded by Councillor Trite:-

That payment of the pre-application advice fee
be authorised in relation to the Prince Albert
Memorial Working Group's proposal to re-erect the
Prince Albert Memorial in Prince Albert Gardens.

Upon being put to the Meeting, EIGHT Members voted IN FAVOUR of the Proposition and there were TWO ABSTENTIONS, whereupon the Proposition was declared CARRIED.

236. **FISHERMEN'S SLIPWAY, PEVERIL POINT – UPDATE AND AUTHORISATION OF EXPENDITURE ON PROFESSIONAL FEES TO DEVELOP THE SCHEME**

Further to Minute No. 156 of the Monthly Council Meeting held on 27th November 2017, and Minute No. 4 (a) of the Policy, Finance and Performance Management Committee Meeting held on 13th December 2017, an update was given on the progress of the project. The grant application had been submitted by the deadline of 22nd January 2018, and a decision would be known by the end of March. It was noted that if the funding bid was successful then 75% of the cost of the scheme would be recoverable from the European Maritime and Fisheries Fund.

It was reported that a tender pack had had to be put together prior to the funding bid being considered, and that these costs would not be recoverable through the funding scheme. This included £1,500 of project management fees to Dorset Property, £450 for a topographic survey and the preparation of plans by structural engineers.

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

That authorisation be given to the expenditure
incurred to date in developing the tender pack in
order to meet the deadline for the European Maritime
and Fisheries Fund.

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

- (a) Councillor Whitwam reported that he had attended a meeting of the Purbeck Transport Action Group, at which the possibility of a Nordcat Community Bus Service was discussed. It was further reported that the Swanage to Wareham trial train service would not be in operation during the forthcoming summer season, however, it was hopeful that it would return in 2019.

- (b) Councillor Harris reported that she attended Swanage Fairtrade Group meetings. 'Fairtrade Fortnight' would run from 26th February to 11th March 2018, and free fairtrade 'samples' would be available from the Co-operative Supermarket on Saturday 3rd March 2018.

238. **REPORTING OF DELEGATED MATTERS**

Further to Minute No. 201 of the Special Meeting of the Council held on 22nd January 2018, the Town Clerk reported that revised Heads of Terms had been agreed with the market operator for 2018. A flat fee of £5,000 p.a. plus a 10% charge on turnover had been agreed. It was noted that this was the last year of a three-year agreement and that future options for the market would be explored prior to a tender exercise being undertaken for the 2019 season.

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

Items of Information

- (a) Beach Gardens Tree Works – Update from working party – there was no further update to be given at this time. However, an arboricultural survey had been instructed.
- (b) Defend Dorset NHS – Request for contribution towards costs of Judicial Review – update – it was reported that the Council's request for legal advice had been submitted to the National Association of Local Councils.
- (c) Policy, Finance and Performance Management Committee Meeting – this had been rescheduled for Tuesday 13th March 2018, at 10.00 a.m.
- (d) Extreme weather warnings had been issued by the Met Office over the next few days, for snow, ice, and potential overtopping of the sea. The Environment Agency's temporary sea defence barriers would be deployed in Lower High Street if necessary. Useful information and emergency contact details would be posted on the Council's website and Facebook page.
- (e) Details of the Great British Spring Clean event being held in Swanage on Saturday 3rd March 2018 had been circulated. Meeting point Main Beach car Park at 1.45 p.m., all welcome.
- (f) Future Dorset proposals for local government reorganisation – it was reported that the Secretary of State had decided to implement, the proposals for two new unitary councils in the county, subject to Parliamentary approval. If approved, the new councils would be established on 1st April 2019.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Deputy Town Mayor, seconded by Councillor Poultney, 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 items 18, 19 and 20 (a) & (b) for reasons of commercial confidentiality.

Further to Standing Order No. 12) a) viii, it was proposed by the Deputy Town Mayor and AGREED:-

That Items 19 and 20 a) & b) on the agenda be brought forward to Items 18 and 19 a) & b) respectively.

Councillor Marsh declared a non-pecuniary interest in the following item under the Code of Conduct by reason of a long-standing connection with Swanage RNLI.

240. **HUT SITE EAST OF LIFEBOAT STATION, PEVERIL POINT – TO CONSIDER VALUATION ADVICE**

Consideration was given to a Briefing Note dated February 2018 prepared by the Town Clerk, and also to correspondence from the Council's valuer regarding a revised ground rent for the recently reconstructed hut site to the east of the lifeboat station, Peveril Point. It was noted that the only extant legal agreement had been entered into by the current hut-owner's grandfather and the former Swanage Urban District Council, and therefore an up-to-date agreement needed to be put in place.

It was proposed by Councillor Poultney, seconded by Councillor Trite, and **RESOLVED UNANIMOUSLY**:

That delegated authority be given to the Town Clerk, in consultation with the Town Mayor and Deputy Mayor, to negotiate an appropriate agreement with the hut owner regarding his occupation of the hut site east of the lifeboat station.

241. **VARIATION OF CONTRACTS**

(a) **Public Toilet refurbishment**

(b) **Boat Park**

Consideration was given to a Briefing Note dated February 2018 prepared by the Operations Manager detailing additional works required to the Council's public conveniences and boat park refurbishment contracts, and including a request for an increase in budgets of £21,966 and £12,000 respectively to cover the costs of these works.

It was reported that the Council's Public Conveniences and Boat Park Working Parties were in support of the additional works being undertaken, as it was felt that these would improve the quality of the works and enhance facilities.

It was therefore proposed by Councillor Suttle, seconded by Councillor Poultney, and **RESOLVED UNANIMOUSLY**:-

That, (in line with the Town Council's Financial Regulations - Contracts 12.1.a.iv), approval be given to an increase in the relevant contract sums of up to £21,966 and £12,000, as set out in the Briefing Note dated February 2018.

Councillor Suttle declared a disclosable pecuniary interest in the following item by reason of a business association and left the meeting at 8.10 p.m.

242. **SWANAGE ASSOCIATED TAXIS – TO AGREE REVISED RENT FOR TAXI OFFICE, SWANAGE STATION**

Consideration was given to a Briefing Note dated February 2018 prepared by the Town Clerk detailing recent discussions held with the Swanage Associated Taxis representative regarding the lack of progress in finalising a revised taxi lease, and setting out advice received from the Council's valuer regarding the rent to be charged.

Following a brief discussion, it was proposed by Councillor Bishop, seconded by Councillor Poultney, and **RESOLVED UNANIMOUSLY**:-

To agree to a new nine-year lease of the Taxi Office, Swanage Station, expiring 2027, and to a revised rent of £4,000 per annum, as recommended by the Council's valuer.

The meeting concluded at 8.15 p.m.