

Minutes of the **MONTHLY MEETING** of the Swanage Town Council held at the Town Hall, High Street, Swanage on **MONDAY, 27th JANUARY 2020** at 7.00 p.m.

PRESENT:-

Councillor M.P. Bonfield – Chairman

Councillor T. Foster
Councillor A. Harris
Councillor D. Monkhouse
Councillor J. Page
Councillor N. Rogers
Councillor C. Tomes
Councillor W.S. Trite
Councillor M. Whitwam

In addition to Members of the Council and officers, 14 members of the public attended the Meeting.

Major Katrina Greetham, of the Salvation Army, offered a short prayer before the commencement of the Meeting.

Before opening the Meeting, the Chairman welcomed members of the public and read 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:-

- **Trevor Chadwick (1907-1979) Kindertransport programme in WW2** – details given regarding research being undertaken by a local radio presenter, and a request made for support to be given by the Town Council to the erection of a sculpture in Swanage in commemoration of Mr Chadwick and the children he saved.
- **Wellbeing Swanage Business Case** – comments made that the Swanage Day and Children's Centres in Chapel Lane were currently under-utilised, and a request made for the Town Council to favourably consider Swanage & Purbeck Development Trust's (S&PDT) request for a joined-up community approach to providing health and wellbeing services from Chapel Lane in the future. The S&PDT's overriding aim would be to protect and enhance existing services.

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

181. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Finch, Moreton and Suttle.

182. **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.

183. **MINUTES**

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

That the Minutes of the Monthly Meeting of the Council held on 16th December 2019 be approved as a correct record and signed.

(b) Proposed by Councillor Page, seconded by Councillor Tomes and RESOLVED UNANIMOUSLY:-

That the Minutes of the Special Meeting of the Council held on 20th January 2020 be approved as a correct record and signed.

184. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 6th January 2020 be approved as a correct record and signed.

185. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel Committee held on 10th January 2020 be approved as a correct record and signed.

186. **GENERAL OPERATIONS COMMITTEE**

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

That the Minutes of the Extraordinary Meeting of the General Operations Committee held on 15th January 2020 be approved as a correct record and signed.

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

9. Festive Lights – Extension of contract to include summer seafront illuminations

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

That, further to Financial Regulation 11.1.e, the Council's existing contract with WGS for the installation and maintenance of its festive lights over winter 2019/20 be extended to include the seafront catenary over the summer season.

187. **STATEMENT OF CASH BALANCE**

(a) A Statement of Cash Balance as at 31st December 2019 was submitted for information (a copy attached at the end of these Minutes).

188. **PAYMENT OF ACCOUNTS**

In accordance with Regulations 5 and 6 of the Council's Financial Regulations, Payment Schedule 10, amounting to £715,701.74, was submitted for information.

189. **CHAIRMAN'S ANNOUNCEMENTS**

Councillor Bonfield reported that in his capacity of Town Mayor he had attended the following events during the past month:-

- Swanage and Purbeck Rotary Club's Christmas Day Breakfast at the United Reformed Church.
- Trees for Dorset and Greening Swanage – the planting of 15 trees in Victoria Avenue, Swanage, along with Councillor Harris.

190. **REPORT FROM DORSET COUNCILLORS**

Updates were given on a number of matters including:-

- **Dorset Council** – the Council's budget was in the process of being finalised. It was reported that the Council's current forecast for the year 2019/20 was a deficit of £8.2m, which included an overspend of c£6.5m on schools and education, and the demand for social care continued to increase. It was noted that the Council would be receiving c£6m in government grants, potential additional income of c£10m from Council Tax increases across the County, and it was anticipated that a saving of c£10m would be made through the Council's transformation programme.
- **Dorset Highways matters** – it was reported that the Institute Road improvement works had successfully commenced on 6th January 2020, and that a schedule of resurfacing works for various roads in Swanage would be published in due course.
- **Dorset Council's Cabinet Meeting** – it was reported that the next Cabinet Meeting would be held in Dorchester on 28th January 2020 at 10.00 a.m.
- **Public Consultation** – a public consultation on a Dog related Public Space Protection Order (PSPO), concerning dog control in the Dorset Council area, had commenced on 24th January and would close at midnight on 19th April 2020. An online consultation survey could be completed via the Dorset for you website: <https://www.dorsetcouncil.gov.uk/dogspspo>
- **Local Industrial Strategy for Dorset** – it was reported that the Local Industrial Strategy had been endorsed at the Council's Cabinet Meeting held on 10th December 2019, and was aligned with the Council's economic growth strategy and action plan, to support sustainable economic growth for Dorset.
- **Dorset Council's 'Call for Ideas' to help tackle Climate Emergency** – this initiative had been launched on 16th December 2019 and would be open until 28th February 2020. The Council was looking for members of the public to submit ideas on how the Council might be able to help tackle climate and ecology concerns. It was noted that further information was available online: <https://news.dorsetcouncil.gov.uk/2019/12/16/dorset-council-launches-call-for-ideas-to-help-tackle-climate-emergency/>
- **Dorset Council's Plan 2020-2024 adoption** – a recommendation that the Council adopts the Plan (at its next full Council meeting in February 2020) would be considered at the Cabinet Meeting being held on 28th January 2020.

191. **TO CONSIDER NOTES OF MEETING OF SOUTH EAST PURBECK PARISHES CLERKS AND CHAIRMEN, 17TH JANUARY 2020**

Further to Minute No. 124 (a) of the Council Meeting held on 28th October 2019, the draft notes of the meeting held on 17th January 2020 had been provided for information purposes. It was reported that the quarterly meetings were proving worthwhile.

Attention was drawn to Minute No. 2 a) ii) regarding concerns held about the lack of detail in Dorset Highways' responses to planning applications. Further to Minute No. 5 e) an enquiry was made as to whether any responses had been received from the parish councils regarding the Town Council's proposal to engage the services of a planning consultant. It was noted that one response had been received to date.

192. **FLOOD DEFENCE IMPROVEMENT SCHEME – UPDATE FOLLOWING PROJECT MEETING 22ND JANUARY 2020**

Further to Minute Nos. 91 (a) and (b) of the Council Meeting held on 16th September 2019, it was reported that the Environment Agency (EA) had now completed its analysis regarding the future risk of wave overtopping along Swanage’s coastline. It was anticipated that draft proposals for enhanced flood defences would be forthcoming for consideration by the Town Council by Easter 2020.

193. **WORKING PARTY UPDATES**

(a) **VE Day 75 Celebrations, 6th January 2020**

Further to Minute No. 121 (a) of the Council Meeting held on 28th October 2019, an update was provided on event preparations to date. The planned Street Party on 8th May 2020 would be held from 10.00am to 5.00pm for up to 600 persons, and there would also be a variety of events taking place during the day, live music, and circa 40 market stalls. In the evening a concert would be held at the Bandstand. On 30th January 2020 a meeting would be held to finalise plans for the Royal Signals’ Liberty Parade.

It was noted that the Swanage and Purbeck Rotary Group had postponed its Swanage Community Festival (due to be held on 16th May 2020) until 2021 so that it could focus on fully supporting the VE Day commemoration celebrations.

(b) **Affordable Housing, 10th January 2020**

Further to Minute No. 121 (b) of the Council Meeting held on 28th October 2019, it was reported that a productive meeting had been held with Fiona Astin, Housing Adviser, during which the working party had reviewed its aspirations for the affordable housing project and considered potential sites in public ownership. Next steps were to seek advice regarding the best legal vehicle for a community land trust (CLT) and to lodge a funding application with Dorset Council for start up costs for a CLT.

A request had been received from the Town Mayor and Councillor Foster to join the working party, and it was proposed by Councillor Harris, seconded by Councillor Trite and RESOLVED UNANIMOUSLY:-

That the Town Mayor and Councillor Foster be appointed as Members of the Town Council’s Affordable Housing Working Party.

(c) **Events, 14th January 2020**

Consideration was given to a briefing note prepared by the Visitor Services Manager (VSM) which set out details of two new events, and also four possible options for the future use of Swanage Bandstand, which were discussed in turn:-

1) **RNLI Lifeboat Week Soapbox Race: During 8th – 16th August 2020, The Downs**

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

That the request from the event organiser, as set out in the VSM’s briefing note be approved, subject to compliance with the conditions set out therein and submission of the required documentation at the appropriate time.

2) **Swanage Fairy Festival: 22nd – 23rd August 2020, Sandpit Field**

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

That the request from the event organiser, as set out in the VSM's briefing note, be approved, subject to compliance with the conditions set out therein, clarification of the legal position regarding closure of Sandpit Field and submission of the required documentation at the appropriate time.

3) Payments for the use of the Swanage Bandstand

The working party had reviewed the Town Council's long-standing policy of paying bands performing at the bandstand, and at other venues in Council ownership, a contribution of £75 towards their expenses for each performance. It was noted that the newly refurbished bandstand was likely to attract a higher number of bands to perform, and it was reported that the Town Band had requested that a number of chairs should be provided for their use. It was therefore proposed by the Town Mayor, seconded by Councillor Tomes and

RESOLVED UNANIMOUSLY:-

That the Town Council discontinues the payment of £75 for each performance at the bandstand, acquires up to 50 seats and builds a store in close proximity to the bandstand, as set out in Option 3 d) of the VSM's briefing note.

It was further **AGREED:-**

That any band using the bandstand for a performance be permitted to undertake a collection from members of the public in attendance.

(d) Waste Management, 14th January 2020

It was reported that a constructive meeting had been held between the working party and a representative from the Dorset Waste Partnership (DWP). DWP had explained its current financial constraints and the difficulties it was experiencing regarding recruitment and the condition of existing vehicles. It was nevertheless proposed to maintain the improved level of service in respect of seafront bin emptying during the peak summer season. It was also agreed that greater care would be taken to keep the seafront litter bins clean during the 2020 summer season.

The working party had drawn attention to the Town Council's decision to commit a budget of £14,000 towards improved street cleansing and weed clearance in the town.

(e) Car Parks, 21st January 2020

Further to Minute Nos. 4 and 7 a) of the Roads and Transport Committee Meeting held on 24th September 2019, and Minute No. 6 a) of the Roads and Transport Committee Meeting held on 27th November 2019, it was reported that the working party had met to discuss the issue of residents' parking and revising the Off-Street Parking Places Order (see Minute No. 204, below).

Consideration was given to a briefing noted prepared by the Finance Manager which set out the working party's recommendations.

Working party members wished it to be noted that the requests received from local residents to either extend the overnight parking period in the Council's Broad Road car park, or to extend the residents' parking permit scheme to part of the car park, had been discussed at length.

During the ensuing discussion Members were in agreement with the working party's recommendations, and it was therefore **AGREED:-**

- Not to make any changes to the overnight parking period in Broad Road car park.
- Not to introduce changes to the residents' parking permit scheme.
- That, prior to budget setting for the 2021-22 financial year, the working party should consider the possibility of extending the maximum stay period in the Residents' Car Park to three hours.

(f) **Environment, 21st January 2020**

Further to Minute No. 144 (b) of the Council Meeting held on 25th November 2019, it was reported that the working party had met to progress development of the Council's draft Environmental Policy and had also been presented with a draft carbon footprint audit. Both documents were now almost complete and would be submitted to the Town Council for adoption/approval in the near future.

Consideration was given to a briefing note prepared by the VSM regarding the proposal for a Sustainable Swanage Officer. The Town Council had already set aside an approved budget of £10,000 towards officer costs, and a further £10,000 for environmental projects. However, Litter Free Coast and Sea, the host body, was seeking total funding of £21,200 from the Council: £15,700 towards officer costs and £5,500 towards projects, events and marketing.

Further to Minute No. 5 of the Policy, Finance and Performance Management Committee Meeting held on 11th December 2019, and Minute No. 178 of the Annual Estimates Meeting held on 20th January 2020, the working party had recommended that the Council's budget allocation be amended to cover officer costs by reducing the environmental projects budget. It was anticipated that part of the officer's role would be to undertake fundraising activity for projects.

During the ensuing discussion Members were in favour of covering the costs of the officer, provided that clear priorities, goals and timescales for achieving these were established prior to their appointment. It was therefore AGREED:-

That the Town Council will underwrite the cost of a Sustainable Swanage Officer up to a maximum of £16,000, and reduce its environmental projects budget accordingly to £4,000, subject to confirmation from Litter Free Coast and Sea that a clear understanding of the priorities and goals for the role have been established prior to any appointment being made.

194. **APPOINTMENT OF WORKING PARTIES**

(a) **Museum Working Party, jointly with Swanage Museum**

Further to Minute No. 85 of the Council Meeting held on 17th September 2018, it was reported that the Trustees of Swanage Museum wanted to recommence discussions with the Town Council and explore options regarding the expansion of the Museum and Heritage Centre, which would provide much needed additional space and enhanced facilities for visitors to the Museum.

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

That a working party be formed consisting of Councillors Page and Whitwam, and representatives of Swanage Museum and Heritage Centre.

It was noted that Councillor Page would be the 'lead' Councillor for the working party.

(b) **Sports, Leisure and Wellbeing Working Party**

In light of the establishment of various projects in the town relating to health and wellbeing (including Wellbeing Swanage, the Greengage Project, and #Willdoes) consideration was given to the change of name of the working party, to Sports, Leisure and Wellbeing Working Party.

It was further reported that a request had been received from the Town Mayor and Councillors Monkhouse and Page to join the working party.

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

That the title of the Town Council's Sporting Facilities Working Party be changed to the Sports, Leisure and Wellbeing Working Party with immediate effect, and that the Town Mayor and Councillors Monkhouse and Page be appointed as Members of the working party.

It was noted that Councillors Foster, Moreton, Rogers and Tomes were also Members of the working party, and that Councillor Tomes would be the 'lead' Councillor.

195. **WELLBEING SWANAGE BUSINESS CASE – PROPOSAL FROM SWANAGE AND PURBECK DEVELOPMENT TRUST FOR A JOINED-UP COMMUNITY APPROACH TO PROVIDING HEALTH AND WELLBEING SERVICES FROM CHAPEL LANE, SWANAGE**

Further to Minute No. 174 (c) of the Council Meeting held on 16th December 2019, and the request made during Public Participation Time, consideration was given to a briefing note prepared by the S&PDT which set out a proposal for a joined-up community approach to providing a full, centralised range of health and wellbeing services from the Chapel Lane 'complex' (the Day Centre, Children's Centre, and the former Youth Centre) through key stakeholders, including Dorset Council's Adult Services and Family Zone Team, the Town Council, and S&PDT.

The briefing note included the vision, project summary and aims and objectives of 'Wellbeing Swanage', which focussed on protecting and enhancing health and wellbeing services in Swanage and the surrounding area on a long term, sustainable basis.

During the ensuing discussion Members expressed their strong support for S&PDT's business case for a joined-up approach, and it was therefore proposed by the Town Mayor, seconded by Councillor Tomes and RESOLVED UNANIMOUSLY:-

That the Town Council supports the Wellbeing Swanage Business Case and meets with the S&PDT to discuss next steps.

Thanks and appreciation were given to the Trustees of S&PDT who worked tirelessly as volunteers on behalf of the town/local community.

196. **HEALTH SERVICES – CONSIDERATION OF 'A & E LOCAL' MODEL FOR POOLE HOSPITAL**

Consideration was given to a briefing note prepared by the Town Clerk, which contained information provided by Councillor Monkhouse. It was reported that the Health Secretary had recently approved the NHS Dorset Clinical Commissioning Group's (CCG) proposals for the reorganisation of hospital services in the conurbation, which included the relocation of maternity services and local A&E department from Poole Hospital to the Royal Bournemouth. During 2017 and 2018 the Town Council had written to various decision-making organisations to object to aspects of the CCG's proposals, and raised concerns that an increase in journey times for Swanage residents would introduce an increased clinical risk for seriously ill patients.

It was further reported that it had been brought to the attention of the Council that in June 2019 the Independent Reconfiguration Panel had been asked by the then Minister of State for Health to examine the potential relevance of an 'A&E Local' model to the CCG's proposals. It was noted that this model had been offered to Telford General Hospital which, rather than losing its A&E altogether, would have a fully functioning A&E for 16 hours per day (closed overnight). It was explained that if this model were implemented at Poole it would address the issue of chronic daytime congestion in the conurbation and reduce the risk to life.

It was agreed that the Council should support such a proposal and therefore it was proposed by Councillor Trite, seconded by Councillor Harris and RESOLVED UNANIMOUSLY:-

That the Town Council writes to the NHS Dorset Clinical Commissioning Group and Dorset Council's Health Scrutiny Committee requesting that formal consideration be given to the introduction of an 'A&E Local' model at Poole General Hospital for at least 16 hours a day, the letter to the CCG being copied to Richard Drax MP.

Thanks were given to Councillor Monkhouse for the research undertaken and information provided to the Town Council regarding this matter.

197. **PROPOSAL TO RECOGNISE TREVOR CHADWICK (1907-1979) FOR INVOLVEMENT IN KINDERTRANSPORT PROGRAMME IN WW2**

Further to the request made during Public Participation Time, further details were given about Mr Trevor Chadwick and his vital role in the Kindertransport carried out in Prague during 1938 and 1939.

Consideration was given to a request for the Town Council to recognise Mr Chadwick who had been instrumental in helping save hundreds of children's lives, and suggestions made included the erection of a permanent public memorial in Purbeck stone to honour him in Prince Albert Gardens or in the vicinity of the War Memorial, and the creation of a memorial garden.

During the ensuing discussion Members were in support of commemorating Mr Chadwick, whose last resting place was in Swanage. However, comments were made that initially this matter should be considered by the Council's VE Day 75 Celebrations Working Party, to explore ideas for future commemoration, and to arrange an appropriate event on 8th May 2020 to recognise the achievements of Mr Chadwick.

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

That the VE Day 75 Celebrations Working Party be asked to explore ideas for commemorating Mr Trevor Chadwick on 8th May 2020, with suggestions being reported back to a future Council Meeting for further consideration.

It was noted that a new working party should be established to consider proposals for a permanent memorial following the VE Day Celebrations on 8th May 2020.

198. **CONSIDERATION OF LICENCE FOR COMMERCIAL USE OF TOWN COUNCIL PROPERTY**

Further to Minute No. 31 of the Council Meeting held on 29th May 2019, consideration was given to a briefing note prepared by the VSM which provided an update on the previous trial period (two licences had been issued during 2019), a copy of the Council's User Agreement, and set out the VSM's recommendation to continue with

the same arrangements for 2020/21. A full review of these arrangements would be undertaken during the winter of 2020/21 in collaboration with the Council's Operations Manager. It was noted that one amendment had been made to the licence conditions.

During the ensuing discussion Members were in favour of continuing with a further trial of these arrangements. However, comments were made that the Council's User Agreement should be amended to make reference to the prohibition of the use of single use plastic at events held on Town Council property.

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

That the Town Council approves a further one-year Trial of issuing licenses for the commercial use of its property, as set out in the VSM's briefing note, subject to the Council's User Agreement being amended to include reference to the prohibition of the use of single use plastic at events held on Town Council property.

199. **PUNCH AND JUDY – TO CONSIDER REVISED LICENCE TERMS TO BE OFFERED IN FORTHCOMING TENDER EXERCISE**

Further to Minute No. 195 (a) of the Council Meeting held on 30th January 2017 consideration was given to a briefing note dated January 2019 prepared by the VSM. It was reported that the current Punch and Judy concession had expired and it was proposed that a tender exercise would be undertaken to advertise the concession. It was anticipated that this would also act as a promotional tool for the town and its Punch and Judy provision. A copy of the amended licence terms was provided, and it was noted that the duration of the licence was being increased from three to five years.

During the ensuing discussion a question was raised as to whether the Punch and Judy performances could include the subject of environmental education, and a request was made that the licence should make reference to the prohibition of the use of single use plastic on Town Council property.

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

That the Town Council approves the revised licence terms for the Punch and Judy concession, subject to the licence being amended to include reference to the prohibition of the use of single use plastic.

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

(a) Councillor Whitwam reported on the following matters:-

Purbeck Community Rail Partnership Meeting – the three-car diesel unit would be returning to Swanage later this week. The Swanage to Wareham trial service would recommence on 5th May 2020, however, disappointingly it was reported that not all return journeys would be coming to Swanage. This matter was being pursued by the Partnership.

Purbeck Transport Action Group Meeting – at which a reminder had been given regarding the No. 40 Morebus service and the slogan 'use it or lose it'.

(b) Councillor Harris reported on the following matters:-

Sustainable Swanage and Greening Swanage Groups – it was reported that activities/projects were progressing well, thanks to the hard work of the groups' volunteers.

Fairtrade Fortnight 2020 – this would run from Monday 24th February 2020 until Sunday 8th March 2020. A presentation would be given by the Swanage Fairtrade Group at the next Monthly Council Meeting being held on 24th February 2020.

- (c) **Herston Village Hall Refurbishment Project Appeal** – Councillor Monkhouse gave a reminder about the Hall’s fundraising activities, and that the Hall was currently one of the local community projects receiving funding from the Co-op Local Community Fund scheme.

201. **REPORTING OF DELEGATED MATTERS**

There were no matters to report on this occasion.

202. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**
Matters for forthcoming agendas

- (a) **Institute Road Improvements - Update** – it was stated that a report detailing the comments and objections received during Dorset Council’s (DC) public consultation on the Traffic Regulation Orders in connection with the above scheme would be presented to the Eastern Area Planning Committee for consideration at its meeting on 5th February 2020. The report would also include DC’s proposals for the reversal of traffic flow in Kings Road East. A copy of the report would be available to view on DC’s website from 28th January 2020.
- (b) **Christmas in Swanage – open meeting 22nd January 2020** – further to Minute No. 11 b) of the Tourism Committee Meeting held on 19th November 2019, it was reported that the meeting had been a success and had been attended by 26 interested parties. A programme of events for December 2020 would be produced, and a flyer detailing these would be printed as early as possible for display in local businesses, hotels and B&Bs. A mailing list had been created and those wishing to be added to the list should contact the VSM.
- (c) **Shore Road, potential pedestrianisation of southern section between Victoria Avenue and Institute Road** – further to Minute No. 4 of the Roads and Transport Committee Meeting held on 27th November 2019 it was reported that the Shore Road closure survey had been published on the Council’s website and Facebook page, and had been included in the latest Swanage Matters newsletter which would be delivered to homes and businesses in Swanage imminently. The closing date for responses to the survey was 20th March 2020, and feedback from responses would be reported back to a future Council Meeting.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Town Mayor, seconded by Councillor Rogers, 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 21 to 25 for reasons of legal and commercial confidentiality.

203. **SWANAGE MARKET – LICENCE ARRANGEMENTS FOR 2020**

Further to Minute No. 199 of the Council Meeting held on 25th February 2019, consideration was given to a briefing note prepared by the VSM which provided an update on the 2019 season, and set out a recommendation for the year ahead.

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

That the Town Council awards the licence for the operation of Swanage Market for the 2020 season to Markets JC Ltd on existing terms, subject to agreement between the parties.

204. **OFF-STREET PARKING PLACES ORDER REVIEW – TO APPOINT CONSULTANTS**

Further to Minute No. 193(e) above, consideration was given to a briefing note prepared by the Finance Manager summarising discussions at the Car Parks Working Party Meeting held on 21st January 2020 regarding the process of revising the Town Council's Off-Street Parking Places Order. It was reported that the previously appointed advisors had informed the Council that they were unable to complete that work.

Consideration was given to estimates received for carrying out the work in a manner which would enable the Town Council to transition at a future date to decriminalised parking enforcement under the Traffic Management Act, 2004.

During the ensuing discussion Members felt that a 'cap' should be negotiated regarding the fee for completing the work.

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

That the Town Council appoints RTA Associates to draft a revised parking order compliant with the Traffic Management Act 2004.

205. **SWANAGE AND PURBECK DEVELOPMENT TRUST – REQUEST FOR AGREEMENT TO LEASE DAY'S PARK FOOTBALL GROUND**

Further to Minute No. 148 of the Council Meeting held on 17th December 2018, consideration was given to an email dated 26th November 2019 from the S&PDT, and a briefing note prepared by the Town Clerk.

During the ensuing discussion it was noted that concerns on behalf of both parties regarding the poor condition of the existing sports hall needed to be resolved prior to any legal agreement being entered into.

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

That meetings should be arranged between the Town Council's Sports, Leisure and Wellbeing Working Party, representatives from the Swanage and Purbeck Development Trust and Swanage and Herston Football Club to agree a way forward.

206. **I.T. PROCUREMENT – TO AWARD CONTRACT FOR PURCHASE OF NEW PCs**

Further to Minute No. 108 of the Extraordinary Council Meeting held on 17th October 2019, and allowance having been made in the Town Council's budgets for the current financial year for the upgrade of its IT and telecommunications equipment, consideration was given to a briefing note prepared by the Town Clerk setting out the results of a recent procurement exercise.

After due consideration it was proposed by the Town Mayor, seconded by Councillor Page, and RESOLVED UNANIMOUSLY:-

That the Town Council awards the contract for the acquisition and installation of new IT equipment to Four Counties Services Ltd, in accordance with the recommendation set out in the briefing note.

207. **POTENTIAL ACQUISITION OF LAND ADJACENT TO PURBECK BUSINESS CENTRE - UPDATE**

Further to Minute No. 129 of the Council Meeting held on 28th October 2019 the Town Clerk provided a brief update on discussions with the Council's appointed surveyor and valuer. It was proposed by the Town Mayor, seconded by Councillor Page and RESOLVED UNANIMOUSLY:-

That the Town Council should enter into informal discussions with Dorset Council regarding the future of this site.

The meeting concluded at 8.50 p.m.
