

Minutes of the **MONTHLY MEETING** of the Swanage Town Council held via Zoom on **MONDAY, 25th JANUARY 2021** 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 N. Rogers
Councillor G.M. Suttle
Councillor C. Tomes
Councillor M. Whitwam

In addition to Members of the Council and officers, two members of the local press attended the Meeting.

Reverend James Mercer, Associate Minister, The St Aldhelm Benefice, offered a short prayer before the commencement of the Meeting.

Before opening the Meeting, the Chairman welcomed members of the local press.

Public Participation Time

There were no matters raised.

The Chairman opened the Council Meeting at 7.05 p.m.

104. **APOLOGIES**

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

105. **DECLARATIONS OF INTEREST**

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

Agenda Item No. 14 - Councillor Bonfield declared a non-pecuniary interest under the Code of Conduct by reason of being a Member of the Rotary Club of Swanage and Purbeck.

Agenda Item No. 14 - Councillor Whitwam declared a non-pecuniary interest under the Code of Conduct by reason of being a Director of the Swanage Pier Trust.

106. **MINUTES**

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

That the Minutes of the Meeting of the Council held on 14th December 2020 be approved as a correct record and signed.

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

That the Minutes of the Special Meeting of the Council held on 18th January 2021 be approved as a correct record and signed.

107. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 7th December 2020 be approved as a correct record and signed.

108. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 4th January 2021 be approved as a correct record and signed.

109. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel Committee held on 18th January 2021 be approved as a correct record and signed.

110. **STATEMENT OF CASH BALANCE**

(a) A Statement of Cash Balance as at 31st December 2020 was submitted for information (a copy attached at the end of these Minutes).

111. **PAYMENT OF ACCOUNTS**

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

- Payment Schedule 9, amounting to £323,319.54

112. **CHAIRMAN'S ANNOUNCEMENTS**

Councillor Bonfield reported that in his capacity of Town Mayor he had attended the following events since the last meeting:-

- **Swanage Town Carol Service - 20th December 2020** – it was reported that this had been a touching service, which had been videoed/live-streamed.
- **Friends of Swanage Hospital – 23rd December 2020** – Councillor Bonfield had presented Christmas gifts and individual thank-you cards to every one of the 136 members of Hospital staff for all their hard work and dedication throughout the year. A present was also given to every patient in the Hospital wards on Christmas Day.

Councillor Bonfield was also pleased to report that the refurbishment of the Mayoral Chain had now been completed and that it looked superb.

113. **REPORT FROM DORSET COUNCILLORS**

Updates were given on the following matters:-

- **Budget setting** – it was reported that Dorset Council had approved an increased budget of just under £313m for the financial year 2021/22 at the Cabinet Meeting held on 19th January 2021. It was noted that the Council's response to the Covid-19 pandemic had resulted in additional expenditure during the current

financial year and a sizeable deficit of c. £18.6m was projected by 31st March 2021.

- **Wellbeing project** – it was reported that Dorset Council was in support of the project and a brief update was given on the progress of discussions with the Swanage and Purbeck Development Trust regarding the future use of the buildings adjoining The Centre in Chapel Lane.

114. **STEERING GROUP UPDATES**

(a) **Swanage Community Housing Steering Group**

Further to Minute No. 296 (b) of the Council Meeting held on 27th July 2020, and Minute No. 88 (a) of the Council Meeting held on 14th December 2020, an update was provided on actions taken to date, and consideration was given to an amended Terms of Reference (ToR) for the Steering Group.

It was reported that the Group had met informally to review the expressions of interest received following the public meeting held in November 2020, and had agreed to appoint a sub-group to meet further with those who had relevant skills, were residents of Swanage and had the time available to devote to the project. Initial meetings with those selected were scheduled for 16th March 2021.

Following these meetings the Group anticipated being in a position to invite a number of the selected individuals to join them. However, there was currently no provision in the Group's ToR to enable it to expand in this way. It was therefore proposed that the ToR be amended to enable the co-option of individuals.

Proposed by Councillor Suttle, seconded by Councillor Harris and **RESOLVED UNANIMOUSLY:-**

That the amended Terms of Reference be adopted to enable the Swanage Community Housing Steering Group to co-opt additional members, as set out below:

Swanage Community Housing Steering Group – Terms of Reference

- To agree the steps necessary to form a Swanage CLT and to recommend its preferred constitutional model.
- To organise a public meeting to promote the project and seek expressions of interest from those with the appropriate skills required to deliver a community housing project.
- To identify preliminary work that can be undertaken prior to the formation of the CLT in order to advance the project and recommend a course of action to the Town Council.
- To seek advice from the National Community Land Trust Network, as required.
- To draft the constitution of the CLT.
- To meet at least once a month and report accordingly to each full Council Meeting.
- Meetings to be held in public, with the option of excluding the press and public if necessary.
- To co-opt to the Steering Group residents of Swanage who have the availability, enthusiasm, skills and/or insight to help deliver a community housing project.

115. **WORKING PARTY UPDATES**

(a) **Sport, Leisure and Wellbeing held on 8th and 15th January 2021**

Further to Minute No. 89 (d) of the Council Meeting held on 14th December 2020, it was reported that the working party had met with Trustees of #Willdoes on 15th January to discuss the progress of the project and the proposal for the siting of the community support bus in Main Beach car park.

It was further reported that at the meeting held on 8th January discussions had been

held regarding the possibility of a tender for a bike hire concession at North Beach car park.

It was noted that these matters would be discussed/considered further under Agenda Item Nos. 13 and 18 respectively (Minute Nos. 118 and 123 refer.)

(b) Environmental Policy on 12th and 19th January 2021

Further to Minute No. 89 (b) of the Council Meeting held on 14th December 2020 a reminder was given regarding the Sustainable Swanage ‘Swanage Environment Action Plan’ Open Meeting which was being held on Wednesday 27th January 2021 at 7.00 p.m. at which the Town Council’s Environment Policy and Action Plan would be presented by the Town Mayor and the Council’s Visitor Services Manager. Following the presentation there would be an opportunity for attendees to find out more and discuss with others from the community how individuals/groups could support the plan and be part of a wider environment action plan for the area. It was noted that the Town Council had submitted its response to Dorset Council’s consultation on the draft Climate and Ecological Emergency Strategy on 19th January 2021.

(c) Market on 5th January 2021

Further to Minute No. 89 (a) of the Council Meeting held on 14th December 2020 consideration was given to a briefing note prepared by the Visitor Services Manager which set out the following proposals, which were discussed in turn:-

1. Temporary relocation of the Market

It was reported that the Main Beach and North Beach car parks were due to be resurfaced during February 2021 and it was anticipated that this work would take two weeks to complete. It was therefore proposed that the market would be temporarily relocated from Main Beach car park to Broad Road car park for the duration of this work. The temporary move would be widely promoted.

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

That the Town Council approves the temporary relocation of the Swanage Market to Broad Road car park whilst resurfacing works are being undertaken in the Main Beach car park.

2. Artisans at the Market

Consideration was given to a proposal for a monthly ‘Artisans at the Market’ event to be established at the Swanage Market on the first Friday of every month. This would be undertaken as a trial for seven months from 2nd April to 1st October 2021. A review of the trial would be carried out by the Market Working Party towards the end of the summer.

It was reported that the operating arrangements for this event would be based on similar principles and procedures as the ‘Artisans on the Beach’ event which was held in The Shore beach huts in December each year, and a copy of the proposed revised Terms and Conditions (T&Cs) for Swanage Market was provided with the briefing note.

During the discussion Members expressed support for the proposal, however, a request was made for the revised T&Cs to be amended to include the Town Council’s policy regarding the prohibition of single use plastic at events held on Town-Council-owned land.

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

That the Town Council gives approval for a monthly ‘Artisans at the Market’ event to be established at the

Swanage Market, as set out in the briefing note dated January 2021, and adopts the revised Swanage Market Terms and Conditions with effect from 2nd April 2021 (a copy attached at the end of these Minutes), subject to these being amended to include reference to the prohibition of the use of single use plastic at events held on Town-Council-owned property.

(d) Events – proposals for 2021

Further to Minute No. 89 (e) of the Council Meeting held on 14th December 2020 consideration was given to a briefing note prepared by the Visitor Services Manager (VSM) which set out details of the following recommendations and requests which were discussed in turn and at length:-

1. Extend policy of no events permitted due to Covid-19 on Swanage Town Council operated land until the end of March 2021, with a review to be undertaken at the Council meeting in March 2021

The Town Council was in agreement that its existing stance on not permitting any new events on Council-owned land should be extended for a further period, which would be discussed again at the next Council Meeting in March 2021.

2. Review approach to events planned for April and May 2021; and

3. Consider provisional approval for the three events detailed in Appendix 1 and highlighted in orange

During the discussion it was reported by the VSM that an enquiry had also been received from a professional travelling circus about the possibility of using King George's Playing Field for six weeks during the 2021 summer season. Members raised concerns regarding the possible long-term use of the playing field which was used as the overflow car park during peak times and felt that further information would be required before they could make a decision regarding this matter. Comments were also made that it was anticipated that many people would be undertaking 'staycations' this year, when permitted to do so.

Proposed by Councillor Tomes, seconded by Councillor Whitwam:-

That the Town Council continues not to permit events on Town-Council owned land until 31st March 2021, and provides provisional approval to the requests from event organisers for 2021, as set out in Appendix 1 of the VSM's briefing note, subject to adherence to government guidance for public events and the Town Council's requirement to demonstrate compliance therewith, including submission of the required documentation at the appropriate time.

Upon being put to the Meeting, THREE Members voted IN FAVOUR of the Proposition, and there were SEVEN AGAINST, whereupon the Proposition was declared NOT CARRIED.

A discussion ensued during which attention was drawn to the fact that the country was currently in a third period of lockdown, which was not expected to end until at least May 2021, and concerns were again raised regarding the current government guidelines surrounding the Covid-19 pandemic. Members therefore felt that they would be unable to provide provisional approval for any events at the present time, but that it would be prudent to review this matter again at the March 2021 Council Meeting.

It was proposed by the Town Mayor and seconded by Councillor Finch:-
That the Town Council continues not to permit events on Town-Council owned land and defers making a decision on requests for events, as set out in the VSM's briefing note, until the next Council Meeting being held on 15th March 2021.

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

116. **SOLAR STREETS PROJECT – TO CONSIDER PROPOSAL FROM SUSTAINABLE SWANAGE ENERGY GROUP**

Consideration was given to a briefing note prepared by the Visitor Services Manager dated January 2021 which provided detailed information about the Solar Streets Project, which was an innovative scheme to encourage local residents to install solar panels at a competitive cost, and potentially quite quickly. The scheme had been successfully rolled out in Frome and several other towns, and the Sustainable Swanage Energy Group would like to see the scheme rolled out across Swanage and surrounding areas. It was noted that Swanage would be the first town in Dorset to have such a scheme if it went ahead.

During the ensuing discussion concerns were raised regarding the possibility of 'hard sell' activities, however, it was confirmed that the Town Council had undertaken due diligence on the scheme, as set out in the briefing note, and that the Council's Environmental Working Party had considered and was in support of the project.

Sustainable Swanage would be the lead community group, providing promotional support for the project. The Town Council would not directly market the scheme or promote the specific supplier, the Council would only assist in raising awareness in the local community about the opportunity for installing solar panels through the Council's website and social media pages. All direct queries and questions would be forwarded on accordingly.

It was proposed by Councillor Tomes, seconded by Councillor Monkhouse:-
That the Town Council supports the promotion of a Solar Streets project in Swanage, as set out in the VSM's briefing note.

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.

117. **SWANAGE SKATE PARK – PROPOSAL TO FUND RELOCATION OF EXISTING HALF PIPE**

Further to Minute No. 54 (a) i) of the Council Meeting held on 19th October 2020 consideration was given to a briefing note prepared by the Operations Manager which detailed the anticipated costs of the work required to relocate the existing half pipe prior to the installation of the new larger half pipe which had been gifted to the Council. It would not be possible to move this as one unit and would require some degree of dismantling and reassembling by suitably qualified contractors.

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

That the Town Council authorises expenditure up to the sum of £2,000 to cover the costs of relocating the existing half pipe in Swanage Skate Park to enable the installation of the new larger half pipe.

118. **#WILLDOES – TO CONFIRM APPROVAL FOR STATIONING COMMUNITY BUS AT MAIN BEACH CAR PARK**

Further to Minute No. 89 (d) of the Council Meeting held on 14th December 2020, consideration was given to a briefing note prepared by the Town Clerk dated January 2021 which provided an update on the progress of the #Willdoes project.

It was reported that the Council's Sport, Leisure and Wellbeing Working Party had met with Trustees from the charity on 15th January 2021 and the Council was now requested to formally agree the following:-

- To enter into an appropriate legal agreement with the #Willdoes charitable trust to site a community support bus in Main Beach car park;
- To work with the Trust to provide adequate external lighting;
- To provide out of hours access to the disabled WC in Main Beach car park whilst the bus is in use.

Further to Minute No. 5 (a) of the Policy, Finance and Performance Management Committee Meeting held on 16th December 2020, it was noted that the Council had included costs for the provision of an electricity supply for the bus in its budgets for 2021/22.

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

That the Town Council approves the siting of the #Willdoes community support bus in Main Beach car park as set out above/in the briefing note dated January 2021.

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

Further to Minute No. 273 of the Extraordinary Council Meeting held on 29th June 2020, consideration was given to a briefing note dated January 2021 prepared by the Administration and Communications Manager setting out the recommendations made by the Grants Panel following its meeting on 21st January 2021, which had been held to consider and review in detail further Swanage Town Council Grant Applications received for the 2020/21 financial year. An annual budget of £10,000 had been allocated to the grants and donations budget for 2020/21.

It was reported that a total of £4,100 had been awarded to date, however, in light of the UK Government guidelines surrounding the current Covid-19 pandemic it was anticipated that at least £900 of this sum would not be paid out during the current financial year, due to events having been postponed since the grants had been awarded.

A further total of £68,750 had now been requested, and it was proposed that £2,750 be awarded. The balance of £3,150 would be available for applications received throughout the remainder of the financial year.

The recommendations were discussed in turn as follows:-

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

That the sum of £550 be awarded to Life Education Wessex in recognition of the benefit of the charity's workshops to the mental health and wellbeing of local children, subject to confirmation being received that the workshops have continued to be provided to local schools during the financial year 2020/21.

Further to his declaration under Minute No. 105 the Town Mayor remained in the meeting during discussion of the following grant application, but did not take part in any discussion or vote.

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

That the sum of £200 be awarded to the Rotary Club of Swanage and Purbeck to support their work with isolated and vulnerable people in the local community during the present pandemic.

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

That the sum of £2,000 be awarded to #Willdoes, towards the start-up costs of the project in Swanage which will provide positive support for the health and wellbeing of local young people.

Further to his declaration under Minute No. 105 Councillor Whitwam remained in the meeting during discussion of the grant application from Purbeck Coast FM Radio, but did not take part in any discussion or vote.

A lengthy discussion was then held regarding the sizeable grant applications which had been received from the Mowlem Institute Trust and the Purbeck Coast FM Radio Station. During the debate the Town Council did not feel able to commit to such a significant amount of funding at the present time. However, Members expressed their willingness to work with the applicants to realise their respective aspirations, although more detailed information would be required regarding the applicants' business plans and strategy to deliver long-term sustainability.

The possibility of loan funding as an alternative to grant funding was also raised as a potential avenue to explore for the Trust and comments made that the Mowlem was one of the town's most significant community assets.

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

That the grant application from the Mowlem Institute Trust for £36,000 be declined and that a meeting be held between representatives from the Town Council and the Trust to discuss options to secure the long-term financial sustainability of the Mowlem Theatre.

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

That the grant application from the Purbeck Coast FM Community Radio Station for £30,000 be declined, and that a revised application be invited to include details of the station's three-year Business Plan, including income and expenditure figures and audience numbers, to be considered further at a future Grants Panel Meeting.

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.

It was noted that initial discussions had also been held at the meeting of the Grants Panel on 21st January regarding a review of the Town Council's grants policy. Further research was being undertaken and another meeting had been arranged for 22nd February 2021 to progress the review, the outcome of which would be considered at a future Council Meeting.

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

There were no matters to report on this occasion.

121. **REPORTING OF DELEGATED MATTERS**

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

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

- (a) **Removal of Paramedic Car from Swanage – Update** – further to Minute No. 89 (c) of the Council Meeting held on 14th December 2020, it was reported that at the present time the paramedic car would be remaining in situ until at least the end of March 2021. However, as yet, no details regarding public engagement on the future of the service had been received from the Dorset NHS Clinical Commissioning Group. The Town Council's Emergency Health Services Working Party would be meeting to discuss the Council's response when details were forthcoming.
- (b) **A & E Local – Update** - further to Minute No. 93 (c) of the Council Meeting held on 14th December 2020 it was reported that the Defend Dorset NHS Group had written to Dorset NHS Clinical Commissioning Group. It was noted that Poole A&E would not move from Poole until a new building at the Royal Bournemouth Hospital had been completed, which had not been started as yet.
- (c) **Wellbeing Swanage – Update** – further to Minute No. 93 (d) of the Council Meeting held on 14th December 2020 there was no further update to be given. However, a meeting to progress discussions with Dorset Council regarding this project was anticipated imminently.
- (d) **Sandbanks Ferry application for toll increase – Update** – further to Minute No. 93 (f) of the Council Meeting held on 14th December 2020, it was reported that the public inquiry had now taken place. The Inspector's Report and Secretary of State's decision on the application was anticipated later in the week.
- (e) **Parish Slipway – Plans to publicise bollards proposal** – it was agreed that this matter would be placed on the agenda of the next Roads and Transport Committee Meeting being held on 3rd February 2021.
- (f) **Covid-19 outbreak at local care home** - concerns were raised regarding the difficulties being faced by a local residential care home which had recently experienced a high number of Covid-19 cases, affecting both residents and staff members. It was reported that Dorset Council was working with all care homes in the county to ensure that their residents were cared for appropriately in such circumstances.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Town Mayor, seconded by Councillor Tomes and AGREED: -
That, under Standing Order No. 1 c), in the public interest, the press and public be excluded from the

Meeting in view of the confidential nature of the business to be transacted under agenda items 18, 19, 20 and 21 for reasons of legal and commercial confidentiality.

123. **TO CONSIDER DRAFT INVITATION TO TENDER AND HEADS OF TERMS FOR BIKE HIRE CONCESSION AT NORTH BEACH CAR PARK**

Further to Minute No. 89 (d) of the Council Meeting held on 14th December 2020, and Minute No. 115 (a) above, consideration was given to a briefing note regarding a proposal for a bike hire concession at North Beach car park, which included a draft invitation to tender document and heads of terms. These had been approved for consideration by full Council by the Sport, Leisure and Wellbeing Working Party.

The criteria for assessing the tenders were set out as follows: Financial (25%), Experience (10%), Environmental (10%), Quality of Business Plan (25%), Accessibility (5%), and Safety (5%). Short-listed candidates would be invited to make a presentation to the Sports, Leisure and Wellbeing Working Party, which would also be scored (20%). Following this process, it was anticipated that Council officers will work with the company or individual(s) that submits the highest scoring tender to develop their business model to ensure that this meets the requirements of the Town Council. This would then be presented to the Council Meeting scheduled to take place on 26th April 2021 for Members to consider the award of tender.

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

To accept the recommendation of the Sport, Leisure and Wellbeing Working Party to advertise for tenders for a bike hire concession at North Beach Car Park, and that officers be granted delegated authority to finalise the draft tender documents.

124. **TO AWARD TENDER FOR BEACH RAKING AND SEAWEED REMOVAL**

Further to Minute No. 176 of the Council Meeting held on 28th January 2019 consideration was given to the outcome of a recent tender exercise for seaweed removal and beach raking. Despite being advertised on the Contract Finder website, it was noted that only one tender had been received. This was from the Council's existing contractor, at no increase in cost.

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

To accept the tender from Wilkswood Farm Ltd for seaweed removal and beach raking for the period 19th April 2021 to 19th April 2024 at the prices set out in the tender document.

During the debate, discussion focused on beach raking services, which included the removal of litter that had been buried in the sand, the filling in of holes in the sand, and enhanced the appearance of the beach. However, concerns were raised regarding the effects of raking in spreading the stones that were increasingly prevalent on the southern section of the beach. A question was therefore raised as to whether the Council could consider the trial of a stone removal system. Members were in agreement that this matter should be placed on a future agenda of the Beach Management Advisory Committee for further consideration.

125. **SANDBANKS FERRY APPLICATION FOR TOLL INCREASE – LEGAL FEES**

Further to Minute No. 122 (d) above, and Minute No. 66 of the Council Meeting held on 19th October 2020, consideration was given to the Town Council's contribution

towards the legal fees incurred by Dorset Council on behalf of what had been termed the 'consortium' of councils (Swanage, Dorset and BCP). The 'consortium' had been represented by counsel on all three days of the recent public inquiry.

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

That the Town Council approves the payment of a one-third contribution towards counsel's fees incurred in the representation of the 'consortium' of councils at the recent public inquiry.

126. **RENTS AND LICENCES PANEL – CONSIDERATION OF SECTION 26 NOTICE**

Further to Minute No. 95 of the Council Meeting held on 14th December 2020, the Town Clerk reported the outcome of a meeting of the Rents and Licences Panel that had been held on 22nd January 2021. It was reported that the Panel had given consideration to an application for rent deferral or other financial support from a lessee of commercial property in the Council's ownership, but that this had been refused on the basis that the lessee had received government support and had provided insufficient evidence as to their overall trading performance during 2020.

Initial consideration had also been given by the Panel to a Section 26 notice that had been served on the Council in respect of the same commercial property under the Landlord and Tenant Act, 1954. Following careful deliberation, it was proposed by the Town Mayor, seconded by Councillor Foster and **RESOLVED UNANIMOUSLY:-**

That the Rents and Licences Panel be asked to review the information in relation to the Section 26 notice in greater detail and make a recommendation as to the Council's response to a future Council Meeting.

It was further proposed by Councillor Finch, seconded by Councillor Suttle and **RESOLVED UNANIMOUSLY:-**

That Councillor Bonfield be elected to serve on the Rents and Licences Panel.

The meeting concluded at 9.00 p.m.
