

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on  
**MONDAY, 24<sup>th</sup> JUNE 2019** at 7.00 p.m.

PRESENT:-

Councillor M.P. Bonfield – Chairman  
Councillor C. Finch – from 7.45 p.m.  
Councillor T. Foster  
Councillor A. Harris  
Councillor D. Monkhouse  
Councillor C. Moreton  
Councillor J. Page  
Councillor N. Rogers  
Councillor G. Suttle  
Councillor C. Tomes  
Councillor W.S. Trite  
Councillor M. Whitwam

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

Reverend Martyn Needs, of the Pastorate of Swanage, Wareham and Skinner Street, Poole, United Reformed Churches, 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 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:-

- **Shore Road** – a request made for consideration to be given to the permanent closure/pedestrianisation of the southern section of Shore Road. The Chairman confirmed that this matter would be included on the agenda of the next Transport Committee Meeting.
- **Climate Emergency** – a request made for the Town Council to give due consideration and support to a declaration of climate emergency at a future Council Meeting.
- **Swanage Bandstand Project** – comments regarding the excellent progress made with the works to date, and a query raised regarding possible seating options. The Chairman confirmed that this matter would be discussed at a meeting of the General Operations Sub-Committee being held on 2<sup>nd</sup> July 2019. If the works were completed in time, it was hoped that an official opening concert event would be held by the Friends of Swanage Bandstand on 14<sup>th</sup> September 2019.
- **Swanage Boat Park Slipway** – issues were reported with green algae between low/high water mark, which was extremely slippery, and a request made for this to be removed. The VSM would liaise with the Operations Manager accordingly.
- **Swanage Station** – a request made for consideration be given to the installation of raised kerbs at the bus stops outside of Swanage Railway Station to improve the access of disabled passengers to local bus services. The Chairman

confirmed that this matter would be discussed at the General Operations Sub-Committee Meeting being held on 2<sup>nd</sup> July 2019.

- **Old Grammar School site** – a request made for a representation to be made by the Town Council to Dorset Council as planning authority regarding a possible Section 106 agreement for infrastructure improvements, to be negotiated as part of any approved planning permission for the site.

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

35. **APOLOGIES**

There were no apologies to report for inability to attend the Meeting.

36. **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. 19** – Councillor Trite declared a disclosable pecuniary interest under the Code of Conduct by reason of being a Director of the Swanage Railway Trust and a minor shareholder of the Swanage Railway Company Ltd.

**Agenda Item No. 19** – Councillor Whitwam declared a non-pecuniary interest under the Code of Conduct by reason of being a Director of the Swanage Railway Trust.

37. **MINUTES**

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

That the Minutes of the Annual Meeting of the Council held on 13<sup>th</sup> May 2019 be approved as a correct record and signed.

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

That the Minutes of the Special Meeting of the Council held on 29<sup>th</sup> May 2019 be approved as a correct records and signed.

38. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 3<sup>rd</sup> June 2019 be approved as a correct record and signed.

39. **TRANSPORT COMMITTEE**

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

That the Minutes of the Meeting of the Transport Committee held on 5<sup>th</sup> June 2019 be approved as a correct record and signed.

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

4) **TRANSPORT COMMITTEE**

a) **Consideration of possible change of name**

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

That the title of the Transport Committee be changed  
to the Roads and Transport Committee with immediate  
effect.

5) **DORSET COUNTY COUNCIL (DCC) – HIGHWAY MATTERS**

- a) **Requests for improved traffic management in the following locations:**  
ii) **Institute Road proposed improvements – update and consideration of  
funding requirements**

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

That the Town Council confirms its support to Dorset  
Council for the revised highway improvement proposals  
for Institute Road, and agrees to increase its financial  
contribution to the scheme by £40,000 to a total of  
£100,000.

It was noted that all other funding avenues would be explored prior to this  
increase in the Council's contribution being called for.

6) **CAR PARKS – CONSIDERATION OF REQUEST FOR PARKING  
PERMIT FOR NORTH BEACH CAR PARK**

Councillor Whitwam, as chairman of the Committee, presented a revised  
recommendation, amended following discussion with the Town Clerk and  
Finance Manager.

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

That approval be given to the introduction of annual  
parking permits for North Beach car park, on the same  
basis as Main Beach car park, i.e. £270 per annum.

40. **GENERAL OPERATIONS COMMITTEE**

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

That the Minutes of the Meeting of the General  
Operations Committee held on 19<sup>th</sup> June 2019 be  
approved as a correct record and signed.

41. **STATEMENT OF CASH BALANCE**

- (a) A Statement of Cash Balance as at 31<sup>st</sup> May 2019 was submitted for  
information (a copy attached at the end of these Minutes).

42. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in Payment Schedule 3,  
amounting to £457,112.90, be authorised.

43. **CHAIRMAN'S ANNOUNCEMENTS**

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

- Swanage Town Twinning Association's farewell dinner for visitors from  
Rudesheim.

- A fundraising concert at Durlston Country Park in aid of the Durlston Pleasure Grounds Project.
- A celebration of the Durlston Pleasure Grounds Project, and official opening of the ‘Durlston Shed’.
- Swanage Sea Rowing Club Regatta medal presentations.
- Swanage Rotary’s Presentation Evening, at which £30.2k was donated to local community organisations.

Councillor Harris then reported that in her capacity as Deputy Town Mayor she had attended the following events during the past month:-

- Swanage Town Twinning Association’s welcome reception for visitors from Rudesheim.
- Inaugural meeting of the ‘Autism Friendly Swanage’ Project – it was reported that the group was looking to provide support and activities for local families.
- A meeting of the ‘Sustainable Swanage’ Steering Group – at which the group’s campaign to reduce the use of single-use plastics locally was discussed.

44. **REPORT FROM DORSET COUNCILLORS**

It was reported that the new Dorset Council was continuing to ‘settle down’, and updates were given on the following matters:-

- **Planning application consultation period** – concerns had been raised regarding the new 21-day consultation period for statutory consultees, which was considered to be disadvantageous for town and parish councils as meetings to discuss planning applications were generally held on a monthly basis. A representation had been made to the Cabinet Member for Planning by Dorset Councillors accordingly, and it was agreed that the Town Council would also write in support of these concerns.
- **Eastern Area Planning Committee** – it was reported that there were twelve Dorset Councillors on the Committee. It was noted that only four Councillors were from the Purbeck area.
- **Climate Emergency** – Dorset Council had declared a climate emergency at its meeting held on 16<sup>th</sup> May 2019.
- **Dorset Local Plan** – consultation on the draft Statement of Community Involvement, which set out how and when Dorset Council would carry out consultation and engagement as part of its planning duties, had commenced on 21<sup>st</sup> June 2019.
- **Local Industrial Strategy for Dorset** – consultation underway (further information available: <https://www.dorsetlep.co.uk/local-industrial-strategy>)

45. **MATTERS ARISING FROM MINUTES OF ANNUAL MEETING HELD ON 13<sup>TH</sup> MAY 2019**

(a) **Appointments to Outside Bodies**

i) **Swanage Town & Community Partnership (STCP)**

Further to discussions at the Annual General Meeting of the STCP held on 12<sup>th</sup> June 2019, as District Councillors were no longer in existence, it was agreed that a review of STCP’s Constitution and Steering Committee membership should be undertaken.

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

That a review of ST&CP’s Constitution and membership be delegated to the Policy, Finance and Performance Management Committee.

**ii) Governor at Swanage Primary School**

It was reported that an invitation had been received from Swanage Primary School for the Town Council to nominate a School Governor. During the ensuing discussion Councillor Whitwam advised that he had some relevant experience and would be willing to stand as a School Governor.

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

That Councillor Whitwam be nominated as a Governor for Swanage Primary School.

**(b) Addition to Membership of General Operations Committee**

Further to Minute No. 7 of the General Operations Committee Meeting held on 19<sup>th</sup> June 2019, consideration was given to Councillor Tomes's application to become a member of the General Operations Committee. It was noted that, after due consideration, Councillor Whitwam had withdrawn his application. Proposed by the Town Mayor, seconded by Councillor Trite, and **RESOLVED UNANIMOUSLY:-**

That Councillor Tomes be appointed as a Member of the Town Council's General Operations Committee for 2019/20.

Councillor Finch joined the Meeting at 7.45 p.m.

**46. CONSIDERATION OF POTENTIAL LOCATIONS OF NEW ELECTRIC VEHICLE CHARGING POINTS IN SWANAGE**

Consideration was given to an email received from Dorset Council's Sustainable Transport Officer, seeking suggestions for suitable locations for the installation of Electric Vehicle Charging Points (EVCPs). It was requested that preferred locations best serve local communities, businesses and visitors.

After lengthy consideration it was proposed by the Town Mayor, and seconded by Councillor Tomes:-

That the Town Council should aspire to have two EVCPs in each of its car parks, including the Co-Op, and that EVCPs should also be installed on-street along Shore Road (but not in Station Road or the Lower High Street).

An AMENDMENT was then proposed by Councillor Finch and seconded by Councillor Monkhouse:-

That the words 'at the Station Taxi Rank and' be inserted in the above proposition.

Upon being put to the meeting the AMENDMENT was APPROVED UNANIMOUSLY.

The amended proposition was then put as a SUBSTANTIVE MOTION and was APPROVED UNANIMOUSLY, as follows:-

That the Town Council should aspire to have two EVCPs in each of its car parks, including the Co-Op, and that EVCPs should also be installed at the Station Taxi Rank and on-street along Shore Road (but not in Station Road or the Lower High Street).

47. **AFFORDABLE HOUSING WORKING PARTY – UPDATE**

Notes of a Meeting of the Affordable Housing Working Party held on 3<sup>rd</sup> June 2019 had been provided for information purposes. It was noted that next steps included a review of the latest Housing Needs Survey for Swanage, and a meeting with Mr Andrew Bibby of the Calder Valley Community Land Trust (Hebden Bridge), which would be held as soon as practicable.

48. **GRANTS AND DONATIONS**

(a) **Appointment of Grants Panel 2019/20**

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

That Councillors Bonfield, Finch, Foster and Page be  
appointed to the Grants Panel for 2019/20.

(b) **Consideration of Grant Applications received to date**

Further to Minute No. 234 of the Monthly Council Meeting held on 29<sup>th</sup> April 2019, consideration was given to the following requests for grants and donations:-

(a) Durlston Country Park - £500 towards the costs of this season's Durlston D5 bus service.

(b) Swanage Jazz Festival - £500 towards the costs of a re-launched festival.

It was noted that an annual budget of £10,000 had been allocated to the grants and donations budget for 2019/20, and that a total of £4,100 had been awarded to date.

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

That the sum of £500 be donated towards the costs of  
the Durlston D5 Bus Service for 2019.

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

That the sum of £500 be awarded towards the costs of  
the Swanage Jazz Festival 2019.

49. **CONSIDERATION OF MEMBERSHIP OF DORSET COMMUNITY ACTION**

Further to Minute No. 171 (e) of the Monthly Council Meeting held on 28<sup>th</sup> January 2019, consideration was given to the Town Council becoming an associate member of Dorset Community Action, as discussed at a recent meeting of DAPTC's Purbeck Area Committee. Benefits of such membership included regular updates on available funding and reduced members-only rates for training.

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

That the Town Council becomes an Associate  
Member of Dorset Community Action for  
2019/20 at a cost of £25.

50. **TO CONSIDER REQUESTS FOR USE OF TOWN COUNCIL PROPERTY -  
BUSKING**

Consideration was given to a briefing note prepared by the Visitor Services Manager, setting out proposed licence terms for those seeking to busk on Town Council property. During a lengthy debate consideration was given to how best to balance a wish to welcome street performers with a need to ensure that such activity is appropriately regulated.

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

That licences for busking on Town-Council- owned property be introduced for a one-year trial period, containing the terms set out in the briefing note prepared by the Visitor Services Manager, together with a prohibition of electronic amplification, the introduction of a one-hour time limit in any one location and a 10.00 p.m. end time.

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

51. **DAPTC – CONSIDERATION OF LETTER DATED 3<sup>rd</sup> MAY 2019**

Consideration was given to a letter dated 3<sup>rd</sup> May 2019 from Councillor Alan Thacker, Chairman of the Dorset Association of Parish and Town Councils, seeking information regarding the Council's services, projects and partnership working. A draft response prepared by the Town Clerk had been circulated with the agenda papers for the meeting.

During the debate, some concern was expressed that Dorset Council was being portrayed in a negative light and the town's two Dorset Council ward councillors stressed the opportunity for positive working between town and parish councils and the new unitary authority.

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

That the draft response be approved for submission to DAPTC, subject to a covering letter being sent stressing that it was understood that Dorset Council is willing to work constructively with town and parish councils.

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

Councillor Whitwam reported on the following matters:-

- No incidents had been reported, therefore no meeting of the **Pub Watch Group** had been convened.
- **Swanage Pier Trust Annual General Meeting 14<sup>th</sup> June 2019** – at which it was announced that the launch of the new radio station Purbeck Coast FM (101.2 FM) would be held on 12<sup>th</sup> August 2019.
- **Purbeck Community Rail Partnership Meeting 18<sup>th</sup> June 2019** – it was reported that the diesel units required for the Swanage to Wareham service would not be ready for the operation to re-commence this season.
- **UK Rail Tours** - there would be four 'Summer Sunday' trains running from London Waterloo Station to Swanage this season.
- **South Western Railway** – there would be a 'Summer Saturday' service running from Salisbury to Corfe Castle until 7<sup>th</sup> September 2019.

53. **REPORTING OF DELEGATED MATTERS**

(a) **Litter-Free Purbeck (LFP) – temporary storage facility on land adjoining Swanage Information Centre**

Further to Minute No. 32 of the Special Meeting held on 29<sup>th</sup> May 2019 and Minute No. 5 of the Beach Management Advisory Committee Meeting held on 11<sup>th</sup> June 2019, it was reported that approval had been given to the erection of a high-quality beach hut for use by LFP on the grassed area adjacent to the Swanage Information Centre.

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

**Matters for forthcoming agendas**

- (a) **Consideration of declaration of climate emergency** – it was reported that detailed information was being obtained on this matter and that it would be included on the agenda of the next Monthly Council Meeting.
- (b) **Ambulance Service** – concerns had been raised regarding potential changes to local ambulance services. However, it was reported that confirmation had been received from SWAST that no changes were planned at the present time. This matter will therefore be placed on a future Council Meeting agenda if and when appropriate to do so.
- (c) **Condition of Main Beach** between Mowlem and Banjo Jetty– this matter would be included on the agenda of the next Tourism Committee 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 19 to 22 for reasons of legal and commercial confidentiality.

55. **SWANAGE RAILWAY – RENT REVIEW**

Further to Minute No. 221 (d) of the Monthly Council Meeting held on 25<sup>th</sup> March 2019, an update was reported from the appointed surveyor regarding ongoing negotiations.

Further to their declarations of interest under Minute No. 36 Councillors Trite and Whitwam left the room prior to a debate on the following resolution.

It was noted that the Swanage Railway Trust had yet to submit the financial information required by the lease. It was, therefore, proposed by Councillor Suttle, seconded by the Town Mayor, and RESOLVED UNANIMOUSLY: -

That a decision on the rent review be deferred until the relevant financial information has been received and reviewed, as required by the lease.

56. **FISHERMEN'S HUTS AND SLIPWAY IMPROVEMENT PROJECT – UPDATE ON CONTRACTUAL MATTERS**

Further to Minute No. 243 of the Monthly Council Meeting held on 29<sup>th</sup> April 2019, and subsequent site meetings, the Town Clerk provided a verbal update in respect of contractual matters and the latest estimated final contract price. It was noted that a further report would be made to a future meeting.



57. **BANDSTAND PROJECT – UPDATE ON CONTRACTUAL MATTERS**

Further to Minute Nos. 223, and 237 (a) and (b), of the Monthly Council Meetings held on 25<sup>th</sup> March 2019 and 29<sup>th</sup> April 2019 respectively, the content of a progress report supplied by the appointed contract manager was noted. This included that a small overspend was currently projected on the groundworks contract due to unexpected costs, including the replacement of the electrical supply to the bandstand from the road.

58. **SWANAGE BAY VIEW HOLIDAY PARK – ASSIGNMENT OF LEASE**

It was reported that a 'Notice of Transfer' had been received regarding an assignment of the Swanage Bay View Holiday Park lease to AG Swanage Property Ltd. This followed an earlier assignment in April 2017 from Kleinwort Benson (Guernsey) Ltd as trustee for Darwin West Country (Guernsey) Ltd and Borrowdale Nominees Ltd to Butterfield Bank (Guernsey) Ltd for Darwin West Country (Guernsey) Ltd and Rose Nominees Ltd.

Further to legal advice received, the Town Council would acknowledge receipt of the notice accordingly.

The meeting concluded at 9.15 p.m.

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