

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage  
on **MONDAY, 26<sup>th</sup> MARCH 2018** at 7.00 p.m.

PRESENT:-

Councillor G. Green (Deputy Town Mayor) – Chairman

Councillor J. Bishop  
Councillor C. Finch  
Councillor A. Harris  
Councillor A. Lejeune  
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, eleven 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:-

- Defend Dorset NHS – concerns reiterated regarding the proposed changes to local healthcare, and unsafe travel times to access A&E and maternity services, especially in relation to emergency cardiac care. Councillors were invited to participate in fundraising activities and thanks were given to those that had made individual donations to the judicial review fund. Enquiries were made about the potential for a substitute to represent local concerns at the Dorset Health Scrutiny Committee if the District Council's nominated representative was unable to attend. It was noted that this was a matter for the District Council, although any Town Councillor could attend these meetings and speak during public participation time.
- Bournemouth-Swanage Motor Road and Ferry Company – concerns reiterated regarding the Company's Application to the Secretary of State for Transport for an increase in ferry tolls, and reference made to Corfe Castle Parish Council's letter of objection to the application.
- Concerns regarding the deteriorating sand levels on Swanage beaches, and a question raised as to who was responsible for recharging the beach. The Town Clerk explained that Purbeck District Council was the lead authority for coastal defence works in the town, and that the Town Council regularly lobbied PDC regarding this matter. An update on the Swanage Seafront and Coastal Defence Project would be given under Agenda Item 11.

243. **APOLOGIES**

An apology for his inability to attend the Meeting was received from Councillor Bonfield.

244. **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.

245. **MINUTES**

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

That the Minutes of the Monthly Meeting of the Council held on 26<sup>th</sup> February 2018 be approved as a correct record and signed.

246. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 5<sup>th</sup> March 2018 be approved as a correct record and signed.

It was noted that consideration would be given to the following recommendation under Agenda Item 8:-

3) **THE BOURNEMOUTH-SWANAGE MOTOR ROAD AND FERRY COMPANY – APPLICATION TO THE SECRETARY OF STATE FOR TRANSPORT FOR AN ORDER TO REVISE THE CHARGES FOR THE USE OF THE FERRY BETWEEN SANDBANKS AND SOUTH HAVEN POINT**

That further consideration be given to the Town Council's formal letter of objection to the Bournemouth-Swanage Motor Road and Ferry Company's application to the Secretary of State for Transport for an Order to revise the charges for the use of the Ferry between Sandbanks and South Haven Point, at the next Monthly Council Meeting being held on 26<sup>th</sup> March 2018.

247. **POLICY, FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

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

That the Minutes of the Meeting of the Policy, Finance and Performance Management Committee held on 13<sup>th</sup> March 2018 be approved as a correct record and signed.

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

8. **ANNUAL REVIEW OF RISK REGISTER**

Proposed by the Deputy Town Mayor, seconded by Councillor Trite, and RESOLVED UNANIMOUSLY:-  
That the amended Corporate Risk Register for 2018/19 be adopted.

It was noted that consideration would be given to the following recommendation under Agenda Item 23 (a):-

11. **INSURANCE**

(b) **Award of Tender**

That option 1, a 3 year agreement (All Risk excess of £100) with Zurich Municipal be approved.

248. **TOURISM COMMITTEE**

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

That the Minutes of the Meeting of the Tourism Committee held on 14<sup>th</sup> March 2018 be approved as a correct record and signed.

249. **STATEMENT OF CASH BALANCE**

A Statement of Cash Balance as at 28<sup>th</sup> February 2018 was submitted for information (a copy attached at end of these Minutes).

250. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in Payment Schedule 12, amounting to £286,077.58, be authorised.

251. **CHAIRMAN'S ANNOUNCEMENTS**

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

- The Annual General Meeting of the Dorset Association of Parish and Town Councils.
- A fundraising concert held at the Swanage Bay View Holiday Park in support of the Swanage Bandstand Project and PLANETS Cancer Charity, which had raised the sum of £720.

252. **PROPOSED INCREASE IN SANDBANKS FERRY TOLLS – TO CONSIDER MAKING REPRESENTATION TO THE SECRETARY OF STATE FOR TRANSPORT**

Further to Minute No. 3 of the Planning and Consultation Committee Meeting held on 5<sup>th</sup> March 2018, consideration was given to the arguments to be set out in the Town Council's formal letter of objection to the Bournemouth-Swanage Motor Road and Ferry Company's application to the Secretary of State for Transport for an Order to revise the charges for the use of the ferry between Sandbanks and South Haven Point.

During the ensuing discussion the concerns raised at the meeting on 5<sup>th</sup> March 2018 were reiterated, in particular the potential detrimental financial impacts the proposed increases in tolls could have on local residents, commuters and students, and also on tourism and the local economy. Further concerns were reiterated regarding the possible adverse impact on the local infrastructure and traffic volumes, in particular on the A351, and the environment, if motorists took the longer route rather than paying the sizeable increase in tolls, which were considered to be extremely excessive.

The company's Annual Accounts and Financial Statements highlighted the fact that, over the last 23 years, the company had only set aside £1.93m towards the cost of a new ferry estimated at £10.7m in the knowledge that the existing ferry came to the end of its useful life in 2026. During this period the company had also continued to pay out

significant dividends to its shareholders, and proposed to continue to do so over the next eight years to 2026. It was felt that if the company wished to build up reserves for replacing the ferry in 2026 then it should urgently consider investing more of its profit into its reserves.

Copies of Purbeck District and Corfe Castle Parish Councils' letters of objection to the application were provided for information purposes. Members were also in support of the objections raised therein.

It was agreed that the Town Council should write to the Secretary of State for Transport setting out its objections to the application in the strongest possible terms, and it was therefore proposed by the Deputy Town Mayor, seconded by Councillor Finch, and RESOLVED UNANIMOUSLY:-

That a letter of objection be sent to the Secretary of State for Transport setting out the Town Council's concerns regarding the proposed increase in ferry tolls in the strongest possible terms.

In light of a request received from Corfe Castle Parish Council for the Town Council to take the lead in preparation for the Public Inquiry, it was further RESOLVED:-

That a letter be sent to Purbeck District Council requesting that the District Council takes the lead in preparing for the Public Inquiry.

253. **DEFEND DORSET NHS – TO FURTHER CONSIDER REQUEST FOR CONTRIBUTION TOWARDS COSTS OF JUDICIAL REVIEW**

Further to Minute No. 239 (b) of the Monthly Council Meeting held on 26<sup>th</sup> February 2018, consideration was given to a Briefing Note detailing events and actions to date, together with a copy of the legal advice received from the National Association of Local Councils regarding the legal and financial implications of providing grant funding towards third-party litigation.

During the ensuing discussion, in light of the legal advice received, Members agreed that any financial contribution towards the judicial review could leave the Council open to a costs order against it if the review proved to be unsuccessful and that, with regret, the request for grant funding should be refused. Congratulations were extended to the campaign organisers for their sterling efforts and it was again noted that Members were free to donate to the fund as private individuals if they so wished.

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

That the request for grant funding from Defend Dorset NHS be refused on the grounds that it would open the Council to the risk of a costs order against it and a declaration that it had acted ultra vires by failing to fulfil its fiduciary duty.

254. **TO CONSIDER GRANTS AND DONATIONS 2018/19:-**

It was noted that an annual budget of £10,000 had been allocated to the grants and donations budget which was available to local charities and voluntary groups. A list of grant applications approved to date for the 2018/19 financial year had been distributed for information purposes, totalling £4,440.

A discussion ensued regarding the Council's grant policy and the criteria used for assessing eligibility for grants and donations and, further to Minute No. 199 of the Special Meeting of the Council held on 22<sup>nd</sup> January 2018, a request was again made for a review of the Council's grants and donations policy for future years.

(a) **Purbeck Film Festival**

Consideration was given to the submission by Purbeck Film Festival for a grant of £1,750 as a contribution towards the costs of holding the festival in October 2018. It was proposed by Councillor Suttle, and seconded by Councillor Morris:-

That the sum of £1,750 be donated towards the cost of the Purbeck Film Festival.

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

(b) **Dorset Youth Association**

Consideration was given to a letter received from Dorset Youth Association (DYA) requesting funding of up to £20,000. The letter provided an overview of DYA's services, supporting children, young people, and families across the county, and funding was being sought to enable DYA to continue to provide this support in 2019. It was noted that DYA was an independent charity and had been working with youth clubs and groups in Dorset since 1943.

During the ensuing discussion comments were made that the Town Council had already provided a substantial grant to the Swanage & Purbeck Development Trust towards The Centre Project, and that the youth club had now been relaunched and was actively supporting the young people of Swanage. However, it was felt that DYA should still be invited to make a formal application for a grant for further consideration.

It was therefore proposed by Councillor Trite, and seconded by Councillor Finch:-

That a formal grant application be invited from the Dorset Youth Association for consideration at a future Council Meeting.

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

255. **SWANAGE SEAFRONT AND COASTAL DEFENCE PROJECT - UPDATE**

Consideration was given to a Briefing Note dated March 2018 prepared by Martin Cooke, Project Consultant, and the Town Clerk, which provided an update on the progress of the project and research being undertaken, and gave details of funding bid proposals totalling c.£300,000 to be submitted to the Coastal Communities Fund (CCF), Round 5 of which had just been launched. The bid was likely to form part of a portfolio bid to be put together by Dorset Coast Forum, bringing together proposals from a number of Dorset's coastal towns.

A brief discussion ensued during which Members expressed their support for the funding bid to be submitted to the CCF, and it was therefore proposed by the Deputy Town Mayor, seconded by Councillor Finch and RESOLVED UNANIMOUSLY:-

That the contents of the Briefing Note dated March 2018 be noted, and that the Town Council gives its full support to a funding bid being submitted to the Coastal Communities Fund.

256. **THE FUTURE OF SWANAGE MUSEUM AND HERITAGE CENTRE**

Further to Minute No. 154 (b) of the Monthly Council Meeting held on 27<sup>th</sup> November, it was reported that Swanage Museum & Heritage Centre and the Swanage

& Purbeck Development Trust (S&PDT) had made a decision to shelve plans for relocating to an alternative site, and were now exploring options to remain and expand in the existing location.

Consideration was given to a Briefing Note dated February 2018 prepared by the Museum Committee and S&PDT which set out proposals for expanding the existing museum into the area currently utilised as public toilets. This would effectively double the footprint of the existing museum. These proposals would be subject to the agreement of Purbeck District Council as freeholder of the building and detailed discussions with the Town Council about a new layout of the public conveniences.

It was proposed by Councillor Whitwam, seconded by the Deputy Town Mayor and **RESOLVED UNANIMOUSLY**:

That the Town Council agrees to further explore the proposals set out in the Briefing Note, and tasks the Museum Working Party to report further to a future Council Meeting.

257. **LOCAL GOVERNMENT REORGANISATION WORKING PARTY – REQUEST TO PURBECK DISTRICT AND DORSET COUNTY COUNCILS REGARDING ASSET TRANSFER**

At a meeting of the Town Council’s Local Government Reorganisation working party held on 24<sup>th</sup> January 2018, consideration had been given to the potential transfer of assets from the local principal authorities to Swanage Town Council, prior to the creation of a new unitary Dorset Council in April 2019. The working party had identified the following assets to be brought under local control:

<b>Property</b>	<b>Use</b>	<b>Current Owner</b>
Heritage Centre/Museum and adjoining public toilets, Town Square	Museum and public conveniences	Purbeck District Council (Heritage Centre leased to Swanage Museum)
Open spaces at Benlease estate, Marsh Way and Higher Days Road	Open space	Purbeck District Council
Kings Court Business Centre and adjoining Town Council Depot, Kings Road West	Business units and Council Depot	Purbeck District Council
Sailing Club, Buck Shore and section of Pier Approach (freehold interest only)	Sailing Club	Purbeck District Council (long lease to Swanage Sailing Club)
Day Centre and Children’s Centre, Chapel Lane	Day Centre and Children’s Centre	Dorset County Council
Playing Field adjoining St Mary’s Primary School Washpond Lane (freehold interest only)	Playing field and open space	Dorset County Council (long lease to Swanage Town Council and Allnatt Centre)
Grazing land, corner of Washpond Lane and Ulwell Road	Grazing land	Dorset County Council
Southeast corner of King George’s Playing Field, Victoria Avenue	Open space	Dorset County Council
Former St Mark’s School Playing Field, Jubilee Road	Open space	Dorset County Council (STC currently negotiating a long lease)
Railway track from parish	Railway track	Dorset County Council

boundary to Northbrook Railway Bridge (freehold interest only)		(long lease to Swanage Railway)
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It was noted that in some instances it might be preferable for the asset to transfer to the Swanage and Purbeck Development Trust, rather than the Town Council, for instance in respect of the Children’s Centre and Day Centre. After careful consideration it was proposed by Councillor Finch, seconded by Councillor Lejeune and RESOLVED UNANIMOUSLY:

That letters be sent to Dorset County Council and Purbeck District Council to request the transfer of those assets contained in the schedule above to Swanage Town Council (or, where appropriate, to Swanage and Purbeck Development Trust) prior to local government reorganisation in April 2019.

258. **SHORE ROAD CLOSURE ORDER – TO CONSIDER INTRODUCTION OF REGULATIONS TO MANAGE VEHICLE MOVEMENTS DURING CLOSURE PERIOD**

Consideration was given to a Briefing Note dated March 2018 prepared by the Visitor Services Manager setting out proposals for the introduction of regulations to manage vehicle movements in Shore Road when it was closed to traffic from 1<sup>st</sup> May to 31<sup>st</sup> October each year. Concerns had been raised regarding pedestrian safety during this period, as a large number of vehicles had access to the closed road, commercial deliveries regularly took place during peak footfall periods, and vehicles were often seen undertaking three-point turns in the road with no banksman. It was reported that Dorset Police were in support of regulations being introduced.

Improvements proposed included new locks and keys for greater control, a keyholder application form which clearly set out expected driving behaviour, a one-way traffic system from south to north, and a five mile per hour speed limit, using flashing lights and a banksman.

During the ensuing discussion Members were in support of introducing the recommended regulations, subject to minor amendments being made to the wording of the procedures set out in the new application form, and contact being made with stakeholders to discuss the new arrangements and timings of deliveries.

It was therefore AGREED:

That support be given in principle to the introduction of regulations to manage vehicles in Shore Road when it was closed to vehicles, as set out in the Briefing Note dated March 2018, subject to amendments being made to the wording of the application form, and contact being made with stakeholders to discuss the new arrangements.

259. **TO CONSIDER AMENDED CHARITY STALLHOLDERS REGULATIONS FOR USE OF SEAFRONT SHELTER SITE, SHORE ROAD TO ENABLE SALE OF CAKES AND PRESERVES**

Further to a question raised during Public Participation Time at the Monthly Council Meeting held on 29<sup>th</sup> January 2018, consideration was given to a Briefing Note dated March 2018 prepared by the Visitor Services Manager detailing proposals for an amendment to be made to the Town Council’s Charity Stallholders Regulations so that charities using the former shelter site in Shore Road for fundraising activities could be permitted to sell edible goods, namely pre-packed homemade cakes, and sealed jams and preserves, to take home. All items would be required to have a clear list of ingredients attached to them, and sealed and packed as appropriate.

A brief discussion ensued during which Members were in support of the restrictions on the sale of edible goods being lifted for the charity stallholders, as long as the regulations made it clear that the goods being sold were all homemade.

It was therefore proposed by Councillor Trite, and seconded by Councillor Harris:-

That the Town Council's Charity Stallholders Regulations be amended as set out in the Briefing Note dated March 2018 subject to all items being homemade.

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

260. **TO CONSIDER USE OF SWANAGE BOAT PARK BY OUTDOOR ADVENTURE COMPANIES**

Consideration was given to a Briefing Note dated March 2018 prepared by the Visitor Services Manager detailing proposals for a trial to be undertaken for the use of the boat park by outdoor adventure companies between 1<sup>st</sup> June and 16<sup>th</sup> July 2018. A reduced fee of £21.00 for the use of the slipway for up to four kayaks was proposed. It was noted that a similar trial had been approved at the Monthly Council Meeting held on 27<sup>th</sup> March 2017, however, this trial had not gone ahead.

A brief discussion ensued, and Members were in support of a re-run of the trial for 2018.

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

That approval be given for the launching of kayaks from the boat park by outdoor adventure companies, for a trial period from 1st June 2018 to 16th July 2018, subject to a fee of £21.00 for up to four kayaks.

261. **REFURBISHMENT OF MAYORAL CHAIN**

Consideration was given to a Briefing Note dated March 2018 prepared by the Acting Mayor's Secretary setting out proposals for the refurbishment of the Town Council's Mayoral Chain, which was in a poor condition and had become very worn. Estimated costings had been obtained for refurbishment or replacement of the chain, which ranged in price from £3,000 to £7,500.

During the ensuing discussion concerns were raised regarding the spending of such a large sum of money on refurbishment of the existing chain, and consideration was given to alternative options. However, the general consensus was for a chain to be retained, and a question was raised as to whether sponsorship/funding could be sought towards the costs.

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

That detailed costings be sought, and possible sponsorship options be explored, the findings of which should be brought back to a future Council Meeting for further consideration.

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

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

- **Pubwatch** – no incidents had been reported, therefore no meeting of the group had been convened.
- **Swanage Pier Trust** – the piling works were nearing completion, and it was anticipated that the Pier would reopen in time for the Easter holidays.



- **Purbeck Community Rail Partnership Steering Group** – a meeting of stakeholders would be taking place on 1<sup>st</sup> May 2018 to consider the Steering Group’s Constitution. It was noted that members of the Partnership would be handing out marketing literature and leaflets in Waterloo Station to promote Swanage/Swanage Railway.

263. **REPORTING OF DELEGATED MATTERS**

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

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

**Items of Information**

- (a) Dorset National Park – Receipt of newsletter – a copy of the latest newsletter dated February 2018 was distributed for information purposes.
- (b) Remembrance 2018 – Silent Soldier – details of an initiative conceived by the Royal British Legion’s (RBL) Community Fundraiser for Surrey to commemorate those who fell in the four war years 1914 to 1918 was discussed. The soldier ‘silhouettes’ could be purchased at a cost of £100-£250 each. A question was raised as to who benefitted from the income made from the silhouettes, and it was therefore agreed that details of the initiative would be taken to the inaugural meeting of the Swanage RBL Centenary Committee on 10<sup>th</sup> April 2018. The outcome of these discussions would be reported back to a future Council Meeting.
- (c) Level of sand on Main Beach following recent storms – an update and photographs had been provided by the Environment Agency (EA). It was reported that the EA, in partnership with PDC, was currently looking into beach recharge options. The beach was being regularly monitored by the Channel Coastal Observatory which would inform the EA and PDC in their discussions.
- (d) Capital Project Updates – Boat Park and Public Toilet Refurbishment Programme – completion of the stabilisation works at the Boat Park had been delayed by the recent adverse weather conditions. However, it was anticipated that the Park would reopen on 23<sup>rd</sup> May 2018. Snagging was being undertaken this week at the Main Beach and Mermond Place toilets, which would be open in time for the Easter holidays. There had been a delay in completion of the new disabled toilet building in Beach Gardens due to difficulties encountered with drainage and ground levels. It was noted that the new play equipment for King George’s Playing Field would be installed in early April.
- (e) Swanage Primary School – Invitation to nominate a School Governor – anyone interested in becoming a School Governor needed to make contact with Mrs Vicki Church, Chair of the Governing Body, or Mr Steve Cottrell, Acting Head Teacher, via Swanage Primary School.
- (f) Swanage Parish Assembly – The Centre, 7.00 p.m. Monday 16<sup>th</sup> April 2018 – all welcome.

**Matters for forthcoming agendas**

- (g) King George’s Field – Proposed path around the perimeter – the Town Council had been approached by local residents for an all-weather walking/running path around the field. A business case was being prepared, and grant funding would be explored, which would be considered at a future Council Meeting.
- (h) Washpond Lane, near to junction with Northbrook Road – request for footpath improvements and consideration of road safety concerns relating to Barratt Homes’ proposals for a development of 90 new homes on land west of Northbrook Road. It was reported that the lessee of the field adjacent to Washpond Lane was in support of a new footpath.

**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 21, 22, 23 (a) & (b) and 24 for reasons of commercial confidentiality.

265. **SANTA FE – REQUEST FROM LEASEHOLDER FOR PERMISSION TO SITE COFFEE KIOSK/CONTAINER WITHIN THE AMUSEMENT PARK**

Consideration was given to a letter from the leaseholder of the Santa Fe Amusement Park dated 25<sup>th</sup> February 2018 seeking permission for the retention of a coffee kiosk/container. It was widely felt that this structure was out of keeping with its seafront setting. Hence it was proposed by Councillor Finch, and seconded by Councillor Marsh:

That the leaseholder be instructed to remove the coffee kiosk/container from the Amusement Park.

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

266. **FISHERMEN’S SLIPWAY PROJECT, PEVERIL POINT – UPDATE ON TENDER EXERCISE**

The Town Clerk provided a verbal update on the recent tender exercise for the works to the fishermen’s slipway and improvements to the fishermen’s huts at Peveril Point. It was noted that the Council would not be asked to formally approve a tender until funding from the European Maritime and Fisheries Fund had been confirmed. That decision was anticipated in June 2018.

267. **PROCUREMENT – AWARD OF CONTRACTS**

**(a) Insurance – Award of Contract**

Consideration was given to the recommendation of the Policy, Finance and Performance Management Committee held on 13<sup>th</sup> March 2018 regarding the award of contract for the Town Council’s insurance cover.

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

To accept the recommendation of the Policy, Finance and Performance Management Committee to award the contract to Zurich Municipal for a three-year period with an All Risks excess of £100 at a cost of £17,958 per annum.

It was noted that this tender exercise had resulted in a reduction in cost to the Council of almost £5,000 per annum.

**(b) Seaweed Removal and Beach Raking – To consider outcome from tender exercise**

Consideration was given to the content of a Briefing Note setting out the outcome of a tender exercise in respect of seaweed removal and beach raking, services which were required to enable the Town Council to maintain compliance with the criteria for the Blue Flag award.

After careful consideration of a number of options it was proposed by the Deputy Town Mayor, seconded by Councillor Harris and RESOLVED UNANIMOUSLY:

To accept the tender of Wilkswood Farm Ltd for a one-year period at a cost of £275 per load of seaweed and £120 for each beach raking, and to reconsider the options over summer 2018.

268. **ACQUISITION OF NEW DEPOT – AUTHORISATION OF EXPENDITURE FOR INSTALLATION OF I.T.**

Further to Minute No. 200 of the Council Meeting held on 22<sup>nd</sup> January 2018, consideration was given to a Briefing Note prepared by the Town Clerk and the Operations Manager setting out the proposed I.T. to be installed at the Council's new Depot at the Anvil Centre on Prospect Business Park. It was noted that Council had agreed a budget of £35,000 for fitting out the premises prior to occupation.

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

That one-off expenditure of up to £7,500 be authorised for the installation of I.T. at the new Depot (to be allocated from the previously agreed budget for fitting out of the premises), together with ongoing monthly expenditure in respect of telephone lines and broadband connection.

It was noted that the works could be carried out by the Council's current IT providers, Four Counties Services Ltd, as this constituted an extension to an existing contract under Financial Regulation 12.1.a.iv.

The meeting concluded at 8.40 p.m.

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