



**Minutes of the Annual General Meeting of the
Swanage Town & Community Partnership
held at The Town Hall, Swanage on
WEDNESDAY 12th JUNE 2019 @ 2.15 p.m.**

Present:

Kim Gallagher, Outgoing Chair ST&CP
Mike Bonfield, Swanage Town Council and Outgoing Vice Chair ST&CP
Martin Ayres, Town Clerk; Honorary Treasurer ST&CP
Peter Bowyer, Studland Parish Council
Robin Brasher, Isle of Purbeck Model Railway Group; Swanage Walking Group
Colin Brixton, Photographic Society; CPRE
Niki Clark, Administration & Communications Manager, Swanage Town Council
Peter Clark, Swanage Cricket Club
Ann Davis, Wave Youth & Children's Ministry
Bob Foster, Rotary; Swanage & Purbeck Development Trust
Avril Harris, Swanage Town Council
Alan Houghton, Friends of Swanage Bandstand
Sylvia Libicka, Swanage Chamber of Trade and Commerce
Mel Norris, Swanage Museum & Heritage Centre
Helen Spencer, Tricuro; Swanage Day Centre
Bill Trite, Dorset Council, and Swanage Town Council
Nick Viney, Churches Together
Mike Whitwam, Swanage Town Council

1. Welcome and Apologies

The Chair, Mrs Kim Gallagher, welcomed all Partners to the meeting and gave thanks to attendees for their continued support during the past year.

Apologies for their inability to attend the Meeting were received from Mr Tom Clarke (National Trust), Mrs Jude Evans (Friends of Swanage Library), Mr Laurence Gloyn-Cox (SCCF & Probus 2), Mrs Maggie Hardy (Swanage & Purbeck Rotary; Swanage Community Defibrillator Project), Mrs Daphne Saville (Swanage Disabled Club), and Mr Richard Smith (Friends of Durlston).

2. Election of Chair

Proposed by Councillor Mike Bonfield, seconded by Mr Robin Brasher, and **AGREED:**

That Mrs Kim Gallagher be appointed Chair of the Swanage Town & Community Partnership for the ensuing year.

3. Election of Vice Chair

Proposed by Mr Bob Foster, seconded by Mr Mel Norris, and **AGREED:**

That Councillor Mike Bonfield be appointed Vice Chair of the Swanage Town & Community Partnership for the ensuing year.

4. **Election of Honorary Secretary**

No nominations had again been received for the position of Honorary Secretary. It was therefore agreed that the Town Council would cover secretarial duties for the ensuing year.

5. **Election of Steering Committee Members in line with Paragraph 7 of the Constitution**

It was reported that two 'Expression of Interest' forms for the position of Steering Committee Member had been received from Mr Tom Clarke and Mr Nick Viney.

In accordance with Paragraph 7 of the ST&CP Constitution, it was therefore AGREED:

That, in line with Paragraph 7 of the Swanage Town & Community Partnership Constitution, the Steering Committee Members for the ensuing year would be;
Dr Martin Ayres, Councillor Mike Bonfield, Mr Tom Clarke,
Mr Bob Foster, Mrs Kim Gallagher, Mr Mel Norris,
Mr Nick Viney, and Councillor Mike Whitwam.

6. **Appointment of Independent Examiner of Accounts**

It was reported by the Chair that Darkin Miller Limited, accountants, had been appointed as Auditor for the ensuing year, all were in agreement with this appointment.

7. **Chair's Annual Report**

The Chair reported on the progression of projects being taken forward by the Partnership's Executive Committee, Swanage2027, which had continued to work hard to find solutions to priorities identified in the Swanage Local Plan. Thanks were given to Partners for their invaluable support and assistance during the year.

A question was raised as to whether minutes of S2027's quarterly meetings could be made available. It was explained that these meetings focussed on progress updates and any actions taken to date, which were reported to the Partnership at its quarterly meetings by way of the updated list of priorities.

8. **Statement of Audited Accounts 2018/19**

It was reported that it had not been possible to finalise the Certified Annual Report for the year ended 31st March 2019 prior to the meeting, and that a copy of this would be provided at a future meeting.

The Chair advised that total funds brought forward from the previous year sat at £9,524 (non-allocated), and that during the course of the year financial activity had been limited to bank charges incurred.

9. **Minutes of the Quarterly Meeting held on 20th March 2019**

Proposed that these were a true record by Councillor Trite, seconded by Mrs Sylvia Libicka, and agreed.

10. **Matters arising**

There were no matters raised.

11. **Swanage2027 Project (S2027)**

a) **Review of projects and priorities**

A copy of the updated list of S2027 priorities for 2019/20 was provided to Partners. A review of the list of priorities had been undertaken, and updates were provided on each project in turn. A copy of the list is attached at the end of these minutes. S2027 Committee Members were keen to pick out 'quick wins' and identify partners to work with them to deliver projects, and would be co-ordinating meetings in due course to take forward identified actions.

During the update a question was raised as to whether consideration could be given to adding links on the Town Council's website to the Swanage Green Infrastructure Strategy and the S2027 Plan for 2019/20.

Attention was also drawn to a successful low-cost housing project which had been undertaken in Bovey Tracey, Devon.

b) Proposals for consultation

It was reported that during autumn/winter 2019 it was likely that public consultation would be held on a number of the priority projects, including affordable housing, Days Park Sports and Social Centre (football club), and coastal defence, and it had been agreed that this should be co-ordinated so that the community was aware of a joined-up approach, with no danger of consultation 'fatigue'. Mr Mel Norris volunteered the Swanage Forum to assist with the consultation process.

c) Swanage & Purbeck Development Trust

i) Update, including reports on The Centre and Herston Village Hall

It was reported that bookings at The Centre continued to increase, with greater community use, local festival events, and workshops being held.

The Trust was now developing proposals for a young persons' strategy/future youth service provision, and would be looking to more widely promote the youth club/services on offer, and attract additional volunteers. It was hoped that this would also encourage more young persons to become Partners of the ST&CP.

It was noted that a 'Back to the 60's' disco would be held on 29th September 2019 to raise funds for The Centre, and an invitation to the event was extended to Partners and the local community.

It was reported that lettings at Herston Village Hall were covering costs, and the Trust was in the process of creating an improvement plan for the hall, and a strategy for fundraising options. It was noted that a minimum of £85,000 would be required for basic repairs.

ii) Proposed drawdown of funds from the ST&CP to support the establishment of the Day's Park Trust - £5,000

Consideration was given to a request which had been received from S&PDT for funding of £5,000 towards the establishment of the Day's Park Trust, a company which would be limited by guarantee, and to enable the Trust to apply for/obtain charitable status. The Trust would manage the proposed Day's Park Sports and Social Centre.

It was therefore proposed by Councillor Mike Bonfield, seconded by Mrs Sylvia Libicka, and

AGREED:

That the Swanage Town & Community Partnership approves the funding of £5,000 to the Swanage & Purbeck Development Trust with immediate effect.

d) Swanage Town Council – update

It was reported that the new Town Council, which included six new Councillors, was settling in well. A review of Council priorities, issues, and actions, was being undertaken, together with its capital programme and projects.

12. Member Organisations - updates

Updates were provided by Partners, including:

Swanage Jazz Club – the Club would be supporting Swanage Jazz Festival's new management team, and were keen to promote musical education through sponsorship of the Purbeck Instrument Loan Scheme.

Swanage Museum and Heritage Centre – an update was given on the successful series of joint displays held with the National Trust, the Museum's work with the library, research centre, and its

historic archives. It was noted that financial support had also been provided towards the Durlston bus service.

Swanage Cricket Club – an update was given on the Club’s plans to extend the Pavilion to provide two new changing rooms.

Dorset Council – Councillor Bill Trite reported that the new Dorset Council was continuing to ‘settle down’. It was noted that Dorset Council had declared a climate emergency at its meeting held on 16th May 2019.

CPRE Purbeck & Poole Group – it was reported that the group continued to scrutinise major planning applications, and planning legislation, and comments were submitted to the local planning authority as appropriate. A CPRE Dorset magazine was available for any interested parties.

Purbeck Society – details were given about the Society’s ‘walks and talks’. The winter talks programme would begin on Friday 13th September 2019.

Studland Parish Council – updates were given on a number of matters affecting the parish, including recent issues with speeding traffic, the Council’s flower meadows and planting programme, a ‘group’ Tree Preservation Order, and work being undertaken on proposals for safer walking and cycling routes in the area.

Wave Youth Team – it was reported that the group was keen to be involved with the S&PDT’s youth strategy, and welcomed the joined-up approach. Successful work was being undertaken with local young people, which included visits to the Skate Park by the team, and through the Remix Group on Monday evenings.

Town Twinning Association – visitors from Rudesheim had enjoyed a visit to Beaulieu, and a dinner dance at the Isle of Purbeck Golf Club.

Chamber of Trade – it was reported that local businesses were being encouraged to ‘go green’, initiatives included bulk buying, recycling/additional bins in the town centre, and reducing waste, e.g. compostable cups.

Sustainable Swanage Group – the Group had been working in partnership with the Town Council and Litter Free Purbeck, and would be visiting local businesses to increase awareness of the ‘Plastic Free Swanage’ project. The Council had adopted the ‘Plastic Free Swanage’ action plan, and everyone was encouraged to view the ‘Sustainable Swanage’ interactive display at the Swanage Information Centre.

Mr Robin Brasher left the Meeting at 3.45 p.m.

13. **Any other business**

a) **Purbeck Local Plan Review – update** – a link to the review documentation/update was provided to Partners for information purposes. For further information please visit:

<https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning-policy/purbeck/local-plan-review-purbeck/local-plan-review-purbeck.aspx>

b) **Swanage Town & Community Partnership Constitution** – attention was drawn to the reference to Purbeck District Council in Paragraph 7 of the Constitution. 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.

It was therefore proposed by Mrs Sylvia Libicka, seconded by Councillor Bill Trite, and

AGREED:

To recommend that a review of ST&CP’s Constitution be undertaken at a future Council Meeting.

c) **VE Day 75th Anniversary celebrations - 8th May 2020** – a reminder was given regarding the VE Day 75th Anniversary in 2020, and a suggestion was made that local organisations/interested parties may wish to consider working in partnership with one another regarding options for

commemoration events in the town. This matter would therefore be raised at a future meeting of the Town Council's Tourism Committee.

14. Provisional Date of Next Annual General Meeting, and Quarterly Meeting

Wednesday 12th June 2020, and Wednesday 11th September 2019, both at 2.15 p.m., at the Town Hall, Swanage.

The meeting closed at 3.50 p.m.

Swanage2027 – Plan for 2019/20

Strategic objective	Project	Link person	Key partner organisations – update
H1	Explore Community Land Trust to provide social, local housing	MA	STC working party met with Fiona Astin, Housing Advisor, on 3 rd June 2019 to discuss next steps. Agreed that an outline list of aims and objectives be prepared in advance of a meeting to be held with representatives of S&PDT to further explore possible options. Information to be sought from existing Community Land Trusts, both locally and in Hebden Bridge in Yorkshire. Aim to hold a public meeting in early autumn 2019 to seek community support for establishment of a CLT.
N1	Create Town Centre Sea Defence Strategy	MA	Swanage Coastal Change Forum, STC, Dorset Council, EA, S&PDT – Announced in April 2019 that Coastal Communities Fund bid had been unsuccessful. Meeting held 22 nd May 2019 with key partners to discuss way ahead. Given that a significant amount of funding has been acquired, general agreement that scheme for sea defence and restoration of Stone Quay will be developed. Further meeting between partners scheduled for Friday 14 th June 2019.
H2	Develop transport links and traffic flow improvements with enhancements to the seafront and town centre. <ul style="list-style-type: none"> • Institute Road • Shore Road – September Roads and Transport Committee • Station forecourt 	MW	STC/Dorset Council – As reported above, funding bid to Coastal Communities Fund unsuccessful. Revised plans for resurfacing of Institute Road approved by Town Council Transport Committee 5 th June 2019, with recommendation of increased funding from STC to be considered at monthly meeting on 24 th June 2019. Work currently remains scheduled for spring 2020. Agreement to consider suggestion for permanent closure of southern section of Shore Road at next meeting of STC Transport Committee in September 2019.

S2	Wellbeing Swanage Heath & Wellbeing in the community	BF/KG	STC/S&PDT/Dorset Council – Aim to keep and enhance local services/facilities and buildings in the community. S&PDT in discussions with potential partners regarding future proposals. Discussions have been taking place with DC Adult and Children’s Services and a Business Case for a joint approach to retaining and improving services in Chapel Lane is in circulation. Discussions are ongoing but delayed until the new DC Committees have resolved future policy making. Further discussions anticipated in July/August.
S4	Improve and expand Museum/Heritage Centre ¹	MN	Swanage Museum/S&PDT/STC - The joint working party will meet again after the asset transfer of former PDC owned properties to Swanage Town Council is completed with the aim of exploring the expansion of the existing Heritage Centre facilities in The Square, which STC has supported in principle.
	Explore options for Multi-Function Centre, Enterprise Hub/Incubation Units, and develop sporting facilities at Days Park	BF	S&PDT/STC/S&HFC – A new lease of the Days Park Football Ground is now with solicitors for agreement. A competitive tender inviting bids from 5 Architects to prepare a Master Plan for the whole site including a new pitch, spectator areas and a new Sports and Social Centre was sent out in May. 4 tenders have been received. A decision on the preferred Architect is imminent with a date for the delivery of a Masterplan set for 6 September. A Public Consultation will follow shortly afterwards.
	Explore options for new bandstand/performance space	MA	Friends of Swanage Bandstand/STC – Contracts for bandstand refurbishment and work to surrounding amphitheatre awarded at Council meeting on 25 th March 2019, at total cost of £207,000. Work underway and scheduled for completion late summer 2019.
H2	Explore provision of community bus/transport	KG/MN	Dorset Council/S&PDT - The Durlston bus service is continuing during the high season of 2019 with the financial assistance and co-operation of several organisations in Swanage. Work is ongoing to seek ways of extending and/or improving this service in the future. The involvement and opinions of organisations and groups not yet involved to be sought.

H3	Review Conservation Areas and create Local Listing	MA	Purbeck Society/STC/Dorset Council Conservation Officer – Purbeck Society members have made significant progress in preparing a register of buildings of historic merit outside of the existing conservation areas. Meeting held with Conservation Officer on 9 th May 2019 to discuss next steps and feedback awaited. Need to develop this as a useable tool for councillors in determining response to planning applications is recognised.
N2	Co-ordinate work of environmental organisations in Swanage, deliver agreed actions from the Swanage Green Infrastructure Strategy and take steps to address the climate crisis.	TC/AH	STC/Dorset Council/National Trust - Green Infrastructure Strategy formally adopted by District Council on 12 th June 2018. Action plan being developed by TC of National Trust. Meeting of working party held and implementation plan under development. Partners required to take forward individual projects.