

Minutes of the **SPECIAL MEETING** of the Swanage Town Council, held at the Town Hall, Swanage on **MONDAY, 6<sup>th</sup> DECEMBER, 2004** at **9.30 a.m.**

PRESENT:-

Town Mayor, Councillor A.H. Miller – Chairman.

Councillor H.J.F. Agelink  
Councillor Mrs. C.A. Bartlett  
Councillor C.R. Bright (Left at 4.30 p.m.)  
Councillor Mrs. J.A. Farrow  
Councillor Mrs. C. Gainsborough  
Councillor Mrs. H. O'Donovan  
Councillor M.W. Pratt  
Councillor M.A. Tyrer

110. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Suttle, Trite and Mrs. Wheeldon.

111. **ANNUAL ESTIMATES**

The Clerk submitted Estimates for the financial year ending 31<sup>st</sup> March 2006, together with a Report summarising the Estimates and Accounting Policies and Procedures that had been adopted. These were considered in conjunction with the seasonal charges.

He gave a brief summary of the Estimates and the balances carried forward. Monthly budget monitoring was now undertaken by the Council to ensure that large financial commitments were not made without due regard to the trading position, and a Statement of Cashflow Forecast for 2004/05 was presented for information. The Clerk emphasised the importance of monitoring the cashflow, which included PWLB loan repayments, and large items of capital expenditure.

Detailed consideration was then given to the Estimates for 2005/06, and figures provided for the following services were approved:-

Car Parks	Approved.
Boat Park	Approved.
Public Conveniences	Approved.
Cemeteries	Approved.
Parks & Operations	Approved.
Beach Gardens	Approved, subject to the estimated Refreshment income for 2005/06 being amended to £6,500.
Miscellaneous	
Grounds	Approved.
Beaches & Foreshore	Approved.
Shore Road &	Approved.
Spa Bungalows	
Publicity &	Approved.
Caravan Park	Approved.
	In approving the Estimates for the Caravan Park, it was agreed that the availability of the launderette for public use be publicised.
CCTV System	Approved.

Information Centre	Approved.
Allotments	Approved. In response to a request from the Allotment Holders Assn., it was agreed that a meeting be arranged with representatives from the Association, the Town Mayor and Mr. C. Makin. It was further agreed that regular meetings of the Allotment Committee be held (3 per year).
Other Buildings	Approved. In approving the Estimates for “Other Buildings”, consideration was given to the lease agreement for the Purbeck Business Centre. It was proposed by Councillor Tyrer, seconded by Councillor Pratt, and RESOLVED UNANIMOUSLY:- That the Swanage Town Council should no longer act as guarantor for the rent of the premises to Swanage Railway, and that the Swanage Railway be charged directly by Purbeck District Council.
Central Services	Approved. It was agreed that the cash collection service be reviewed.
Democratic Representation & Management	Approved.
Corporate Management	Approved.
Unapportionable Overheads	Approved.
Parks and Operations	Approved. In considering the cost of refuse disposal it was proposed by Councillor Mrs Bartlett, seconded by Councillor Bright:- That an offer of £1,500 be made to Purbeck District Council (for one year only) to purchase permanent large bins for use in the Town Square. Upon being put to the Meeting, EIGHT Members voted IN FAVOUR of the Proposition and ONE AGAINST, whereupon the Proposition was declared CARRIED. It was further noted that the costs of vehicles and plant operated at the Holiday Park be recharged.
Charitable Trusts	Approved. Councillor Mrs O’Donovan highlighted costs to be borne in respect of schemes at King Georges Field, Swanage. It was proposed by the Town Mayor, seconded by Councillor Bright and RESOLVED UNIMOUSLY:- That £8,000 be allocated in both 2004/05 and in 2005/06 to meet ancillary project costs. It was further noted that the cost relating to Sandpit Field should be incorporated as part of Parks & Operations.

112. **SEASONAL AND OTHER CHARGES**

Members had before them the schedule of existing charges, copies of which had been circulated in advance of the Meeting. A general increase of 3% had been applied to most charges, although some charges had been frozen for a second year (as outlined in the Town Clerk’s Report).

After detailed consideration, it was RESOLVED:-  
That the following fees and charges be  
approved for the year 2005/2006:

	Amount (Incl.VAT unless otherwise stated) £ p
<b>1. <u>CAR &amp; BOAT PARKS</u></b>	
<b><u>Peveril Boat Park</u></b>	
<b><u>Per Grid</u></b>	
<b>Boats and trailers</b>	
<b>Up to 13ft</b>	
Summer – 1 May – 31 October	
Season	180.00
Weekly	75.00
Winter – 1 November – 30 April	85.00
<b>Up to 16ft</b>	
Summer – 1 May – 31 October	
Season	210.00
Weekly	75.00
Winter – 1 November – 30 April	90.00
<b>Up to 22ft</b>	
Summer – 1 May – 31 October	
Season	345.00
Weekly	90.00
Winter – 1 November – 30 April	150.00
<b>Up to 29ft</b>	
Summer – 1 May – 31 October	
Season	505.00
Weekly	90.00
Winter – 1 November – 30 April	220.00
<b>Daily Launch Fees – Throughout the year</b>	
Boats	15.00
Jet Skis	13.00
<b>Daily Launch Fees (Boat only – removal of trailer)</b>	
Boats	10.00
Jet Skis	10.00
 During consideration of the Boat Park, it was noted that the charges would be reviewed when additional security measures/improvements had been undertaken.	
<b><u>Broad Road</u></b>	
Cars Daily - Summer	6.00
Cars up to 4 hours - Summer	4.00
Cars up to 2 hours - Summer	2.50
Charges will apply Saturday before Easter to September (inclusive).	

During consideration of the charges to be levied in Broad Road Car Park, it was suggested that a premium rate be introduced during the peak season. Following discussion, it was proposed by Councillor Tyrer:-

That the following charges be introduced during July/August:	
Cars Daily	6.50
Cars up to 4 hours	4.50
Cars up to 2 hours	2.50

An AMENDMENT was moved by Councillor Mrs. O'Donovan and seconded by Councillor Pratt:-

That the following charges be introduced in Broad Road Car Park during July/August:	
Cars Daily	6.25
Cars up to 4 hours	4.25
Cars up to 2 hours	2.25

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

Cars Daily – Winter	4.00
Cars up to 4 hours – Winter	2.00
Cars up to 2 hours - Winter	1.00
Charges apply October to Saturday before Easter (inclusive).	

**Recreation Ground (Mermond Place)**

(Maximum of 2 hours)	
Cars Hourly – Summer	1.20
Winter	0.30
Overnight parking 7 p.m. to 8 a.m. 8 a.m. – 10 a.m. Free	1.50
(No camping – No sleeping).	

**Recreation Ground (Residents)**

(Maximum of 2 hours)	
Cars per hour – Summer	0.40
Winter	Free
Overnight parking 7 p.m. to 10 a.m.	Free
(No camping – No sleeping)	

**North Beach (De Moulham Road)**

Cars Daily	4.00
Cars up to 2 hours	2.00
Cars Weekly	18.00
Campervans/Coaches Daily	5.00
Coaches 2 hours or less	2.50
Charges will apply April to Saturday before Easter (inclusive).	

**Main Beach (Victoria Avenue)**

Cars Daily	6.00
Cars for 1 hour	1.00
Cars for 2 hours	2.00
Cars for up to 4 hours	4.00

Cars Weekly	27.50
Coaches Daily (King George's Trust)	7.00
Coaches 2 hours or less (King George's Trust)	4.00
Annual Private & Business	200.00
Charges will apply April to Saturday before Easter (inclusive).	

Cars & Coaches for up to 24 hours	2.00
Cars & Coaches for up to 12 hours	1.00
Charges will apply October to Saturday before Easter (inclusive).	

Before consideration of the item relating to Annual Taxi Charges, Councillor Mrs. Bartlett declared her interest under the Model Code of Conduct by reason of a direct family interest, and left the Meeting during the discussion.

### **Co-op Pioneer (Central)**

(Maximum of 2 hours)	
Cars Hourly – Summer	1.20
Winter	0.30
Overnight parking 7 p.m. to 8 a.m. 8 a.m. – 10 a.m. Free (No camping – No sleeping)	1.50
Annual Taxis (per permit)	490.00
Charges will apply throughout the year.	

<b><u>Excess Charge Penalty</u></b>	60.00
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\* Reduced to £30 for payment within 10 days.

## **2. BEACH GARDENS**

### **Tennis**

Singles/Doubles Hourly (hourly per court)	6.70
With Club Member (per person)	3.60
Club – Adult (Year)	105.00
Club – Junior & Students (Year)	34.00 *
Club – Adult (Summer)	70.00
Club – Junior & Students (Summer)	25.00
Club – Adult (Winter)	37.50
Club – Junior & Students (Winter)	13.00
Schools (per court)	3.25
Children (under 16 years 12-2 p.m.)	2.10

\* £9.00 to be retained by the Tennis Club for the Junior Development Programme (See Minutes of the Special Meeting of Council held to discuss Estimates & Seasonal Charges – 22<sup>nd</sup> January 2001.

Family Membership (Husband & Wife plus  
up to 2 children \* in Junior/Senior Club)

Year	165.00
Summer	150.00
Winter	70.00
Charge for each additional child	22.00
Racket Hire	0.75
Tennis Ball Hire	0.50

### **Putting**

Per Round – Adults	2.50
Per Round – Children (under 16)	1.00
Family (2 Adults + 2 Children)	6.00

### **Bowls**

Club Season – Adults	115.00
Club Season – Juniors (under 16)	30.00
New Member	57.50
Hourly (per person)	3.10
Hourly (under 16 accompanied by an adult)	1.25
Hire of Slips (per pair per game)	2.10
Hire of Woods (per set of 4 per game)	2.10

### **Pavilion**

(Charges include heating, lighting and use of kitchen and equipment).

Per Session (1 section)	16.00
Morning, Afternoon or Evening (2 sections)	23.00

## **3. BEACH**

### **Huts and Bungalows – Weekly (Charges for 2005 Season)** **(Already approved – Minute 5 P & R 19/04/04)**

<u>Period</u>	<u>The Spa &amp; Shore Road</u>
	£ p
Easter – Fri 29 <sup>th</sup> April	37.00
Sat 30 <sup>th</sup> April – Fri 8 <sup>th</sup> July	63.00
Sat 9 <sup>th</sup> July – Fri 2 <sup>nd</sup> September	118.00
Sat 3 <sup>rd</sup> Sept. – Fri 30 <sup>th</sup> September	63.00
Sat 1 <sup>st</sup> Oct – Fri 28 <sup>th</sup> October	37.00

### **Huts and Bungalows – Daily (Charges for 2005 Season)**

	£ p
Easter – Fri 29 <sup>th</sup> April	8.00
Sat 30 <sup>th</sup> April – Fri 8 <sup>th</sup> July	11.00
Sat 9 <sup>th</sup> July – Fri 2 <sup>nd</sup> September	19.00
Sat 3 <sup>rd</sup> Sept – Fri 30 <sup>th</sup> September	11.00
Sat 1 <sup>st</sup> October – Fri 28 <sup>th</sup> October	8.00

Before consideration of the item relating to Private Beach Hut Sites, Councillor Bright declared a personal interest under the Model Code of Conduct, by reason of being a personal user of the facility, and left the meeting during the discussion.

### **Season Charges for 2004 Season (For existing holders only)**

Stroke Club (Annual Rental)	565.00
Private Sites	250.00

In considering the charges to be levied for private beach hut sites, the Town Mayor drew attention to the proposed beach re-charge scheme, which would affect the level of the beach and height of the staging for the beach huts. It was proposed by the Town Mayor:-

That the Town Council reinstates the staging and recharges the private beach hut owners.

This Proposition failed to secure a seconder.

A Proposition was then moved by Councillor Pratt and seconded by Councillor Mrs. Bartlett:-

That the private beach hut owners be informed of the proposed beach recharge scheme and the effect this would have on the level of the beach, with a recommendation that no action be taken on reinstating the staging until details appertaining to the recharge scheme be clarified with Halcrow, the District Council's nominated consultant.

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

**4. TOURIST INFORMATION CENTRE**

Advertising Board 3ft x 4ft (Annual)	330.00
Advertising "A" Boards	170.00
Accommodation Service - Serviced	10%
Accommodation Service – Self-catering	5%
Caravan and Camping Leaflet Advertising	95.00
Website Advertising – Full Page	50.00
Link Page	15.00
Line Entry (for Advertisers in Guide)	Free
Registration Fee (One season only)	90.00

**5. CARAVAN PARK**

Sites per season	1901.94
Rates	129.28 (Ex.VAT)
Construction of Bases	At cost
Furnished Caravan Lettings Commission	17.5%
Shop	2000.00 (Ex.Rates)
	Annual Agreement – 1.4.2003.
Indoor Bowls Club	3650.00 (Ex.VAT)
	Lease expires 3/10/2016 – No rent reviews.
Rifle Range (Purbeck Gun Club)	To be referred to Caravan Park Committee Lease expires 31/12/2007- Annual Rent Review.
Swanage Choral & Operatic Society	10.00 per annum Ground Rent Lease expires 31/3/2016

**Vista Complex & Swimming Pool****New Charges**

Gym/Sauna/Swim/Solarium (all in one ticket)	
Adult	2.30
Child/OAP	1.50
Adult Swimming Lesson – 10 week course	35.00
Child Swimming Lessons – 10 week course	28.00
Gym/Sauna/Swim/Solarium (per book of 10 tickets)	
Adult	21.00
Child/OAP	13.50
Swimming Pool Hire (per hour)	39.00
Lifeguard Charge (per hour)	17.00
Charge to Schools (per hour)	25.00
Indoor Bowl (per rink – max 4 people)	5.50
Woods Hire	1.60
Table Tennis	0.80

**Vista Hall Hire Charges**

Daily (10 a.m. – 5 p.m.)	Discontinued
Evening (5 p.m. – Midnight)	Discontinued
Charge made for own catering	Discontinued

**6. ALLOTMENTS**

Prospect (per rod)	Deferred, pending Meeting with Allotment Holders Association.
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**7. PEVERIL POINT**

Angling Club	450.00
Hut only (concrete) & Site Angling Club	(Ex.VAT)
	Lease expires 30/4/2023
Dinghy Storage (Angling Club)	160.00
Dug-Out (per week)	6.00
Garage (per week)	Vacant
Garage Site	470.00 (Ex.Rates)
	Lease expires 27/6/2004
	(Vacant wef 11/02/05)
Fishermen's Storage (Former Gentlemen's Conveniences)	Vacant
Rent of Hut Site (Adj. Fishermen's Huts)	150.00
Fishermen's Huts	300.00
Boathouse Sites x 2	180.00

**8. BEACH CONCESSIONS**

Monkey Beach Boat Rings (Private)	49.00
Pleasure Boats	
(exceeding 30 passengers)	560.00
(not exceeding 30 passengers)	505.00
(not exceeding 12 passengers)	170.00
Motor Boat (not exceeding 15 feet)	112.00
Hut on Quay	95.00



**9. TOWN HALL LETTINGS**

**Council Chamber**

Public Meetings and Lectures	26.55
Property Auctions	92.50
Annexe	14.00

**Committee Room/Annexe**

Regatta Committee, Tithe Barn, Town Band, Red Cross, Royal British Legion, Town Partnership and Radio Link Shop Watch.	13.50  Free of Charge
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**10. KING GEORGE V FIELD (TRUST)**

Caravan Club Rallies (Daily per Unit)	13.00
Football Pitch & Changing Facilities “ (Youth Teams)	25.00 12.00 (Ex.electricity) (Ex.electricity)

**11. FORRES SPORTS FIELD**

Football Pitch & Changing Facilities “ (Youth Teams)	25.00 12.00 (Ex.electricity) (Ex.electricity)
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**12. DAY'S PARK (TRUST)**

Football Club	5.00 (under lease to Swanage F.C. expiring 31/3/2008)
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**13. LOWER GRAMMAR SCHOOL SPORTS FIELD**

Football Pitch (N.B. No changing facilities)	12.50
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**14. JOURNEY'S END**

Football Pitches	12.00
Youth Teams	6.00
Isle of Purbeck Arts Club	150.00
	(Lease expires 31/3/2002 – New agreement pending) (Ex.VAT)

**15. SUNDRY**

Access Rights	450.00 (Ex.VAT) (Lease expires 10/12/2019 - Review 11/12/2008)
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Quarry Field – Grazing Rights

Vacant
Licence (364 day wef 1 <sup>st</sup> May)
380.00
Licence (364 day wef 1 <sup>st</sup> April)

Beach Chair Rights	6560.00 Plus VAT (Agreement extended to 31/10/2004)
Storage Hut	250.00
Pedalcraft Rights	1515.00 (Agreement extended to 31/10/2004)
Cabin Restaurant	25000.00 Ex.VAT (Lease expires 28/9/2009)
Railway Station Buildings – Swanage Railway	(Lease expires 23/6/ 2043 -Rent Review Pending)
Office Accommodation - Swanage Railway Store (Formerly used British Red Cross)	2800.00 Ex.VAT (Lease expires 31/12/2006)
Bus Depot (Wilts & Dorset)	7100.00 Ex.VAT (Lease expires 23/6/2047 – Rent Review Pending)
Taxi Office (Swanage Associated Taxis)	3500.00 Ex.VAT (Lease expires 31/1/2006)
Family Games Room (Recreation Ground)	8000.00 Plus VAT (Lease expires 20/05/10)
Seafront Kiosk/Trailer	7000.00 Plus VAT (Licence expires 31/08/04)
Children’s Amusement Area (Recreation Ground)	8500.00 Plus VAT (Lease expires 1/4/2008 – Rent Review 1/4/2005)
Ice Cream Kiosks A & B	12000.00 Plus VAT (Lease expires 1/10/2007 – Rent Review 1/10/2003)
Ice Cream Kiosk C	11100.00 Ex. VAT (Lease expires 1/10/05)
Punch & Judy Concession	381.88 Incl.VAT (Renewed Annually)
Vodafone	3565.00 Plus VAT (Lease expires 20/6/2004)
Wessex Telescopes Sites (x 4)	200.00 Ex.VAT (Lease requires 3 months notice of termination)

**16. GODLINGSTON CEMETERY (All fees and charges are inclusive of VAT as applicable).**

**Garden of Rest**

Cremation plot for burial of cremated remains in casket or urn.

- |  |             |
|--|-------------|
| (i) Interment Fees – for burial of casket or urn in plot 2’ x 2’:  |             |
| (a) first interment  | 90.00       |
| (b) for each additional interment (to 4 interments)  | 90.00       |
| (c) for interments on Saturdays and Public Holidays<br>additional to above including the period Christmas<br>Eve to New Year’s Day | 110.00      |
| (ii) Exclusive Rights – for grant of right of burial for a<br>period of one hundred years (each space in this section)             | 225.00      |
| (iii) Memorials – Flat stones only, to be flush with grass 2’ x 2’   | 120.00      |
| (iv) Fee for persons not late resident within the Parish   | Double Fees |

**Earthen Graves**

- |   |        |
|---|--------|
| (i) Interment Fees – for body of  |        |
| (a) child whose age at time of death did not exceed<br>THREE years in a grave not exceeding in depth:<br>7 feet (2 interments)  | 62.50  |
| (b) person whose age at time of death exceeded<br>THREE years in a grave not exceeding in depth:<br>7 feet (2 interments)   | 225.00 |
| Caskets   | 345.00 |
| (c) for interments on Saturdays, Sundays and Public<br>Holidays – additional to the above (a) and (b)<br>including the period between Christmas Eve and<br>New Year’s Day | 270.00 |

**Note**

Where the bodies of a still-born and/or other person are buried in the same grave at the same time the fees shall be related to the first interment.

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|---|--------|
| (ii) Exclusive Rights for the grant of right of burial for a<br>period of one hundred years<br>each space in: |        |
| Section A   | 345.00 |
| Section B   | 290.00 |
| Children’s Section  | 55.00  |

**Brick Graves or Vaults**

- |  |         |
|--|---------|
| (a) Right to construct (including grant of right of burial<br>therein for a period of one hundred years) on each space:                                |         |
| Section A  | 1950.00 |
| Section B  | 1700.00 |
| (b) First Interment  | 1200.00 |
| (c) Re-opening   | 1200.00 |
| (d) For interment Saturdays, Sundays and Public Holidays<br>additional to (b) and (c) including the period between<br>Christmas Eve and New Year’s Day | 585.00  |

### **Monuments, Gravestones & Inscriptions**

(a) Headstone, Cross or other Memorial when erected not exceeding 3ft in height	120.00
(b) Monument not exceeding 6' in height covering the whole grave space 7' x 3' when erected	385.00
(c) Footnote not exceeding 2'6" x 2'6" x 6"	120.00
(d) Flatstone not exceeding 7' x 3' x 6"	210.00
(e) Vase not exceeding 12" in height	27.50
(f) Any other memorial not referred to above	By Agreement
(g) Each additional inscription after the first in respect of each person	22.00
Fee for persons not late within the Parish	Double Fees
Hire of Cemetery Chapel	No Charge

### 113. **GRANTS AND DONATIONS**

Consideration was given to a request received from the Dorset & Somerset Air Ambulance Trust seeking a contribution towards the provision of the Air Ambulance service.

During the ensuing discussion, Members acknowledged the sterling work undertaken by the Trust, and pledged their support to this worthy cause.

Having regard to the Council's own financial commitments, it was proposed by the Town Mayor and seconded by Councillor Mrs. Bartlett:-

That the sum of £50 be donated.

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

### 114. **PRECEPT 2005/06**

Having approved the Estimates and seasonal charges for 2005/06, careful consideration was given to the level of precept to be set.

Following discussion, it was proposed by Councillor Bright, seconded by Councillor Pratt, and RESOLVED UNANIMOUSLY:-

That the precept upon the Purbeck District Council for the financial year commencing 1<sup>st</sup> April 2005 be £310,800 – an increase of approximately 5%.

### 115. **CAPITAL PROGRAMME**

It was RESOLVED:-

That consideration of this matter be deferred to the next meeting of the Council held to discuss policy and resources matters.

### 116. **REPAIRS AND RENEWALS FUND**

It was RESOLVED:-

That consideration of this matter be deferred to the next meeting of the Council held to discuss policy and resources matters on 13<sup>th</sup> December 2004.

117. **SANDPIT FIELD**

Further to previous discussions, and a recent meeting held with users of Sandpit Field, consideration was given to requests for the 2006 season.

It was RESOLVED:-

That the requests be agreed, in principle, subject to further negotiations with the Mayor, Deputy Mayor and Town Clerk.

It was FURTHER AGREED:-

That detailed consideration of cost implications be deferred for consideration at the next meeting of the Council held to discuss policy and resources matters on 13<sup>th</sup> December 2004.

During the discussion, it was noted that requests for some dates were duplicated, and having regard to the size of the event proposed by the Kings Church, concern was expressed at the suitability of Sandpit Field for this use.

It was proposed by Councillor Pratt, seconded by Councillor Mrs. Bartlett, and RESOLVED UNANIMOUSLY:-

That the King's Church be notified that Sandpit Field was an inappropriate location for the event planned, but alternative venues could possibly be made available at King George's Field or Forres Field. The former Grammar School was also suggested as a possible venue.

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