

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on  
**MONDAY, 25<sup>th</sup> JUNE 2007** at 7.00 p.m.

**PRESENT:-**

Councillor G.M. Suttle (Town Mayor) – Chairman.

Councillor C.R. Bright  
Councillor Mrs. C. Gainsborough JP  
Councillor L. Gloyn-Cox  
Councillor M. Hadley  
Councillor Mrs. G.A. Marsh  
Councillor S. Poultney  
Councillor M.W. Pratt  
Councillor W.S. Trite  
Councillor M. Whitwam

In the absence of a clergyman, Councillor Bright offered a short prayer before the commencement of the Meeting.

In addition to Members of the Council and officers, 27 members of the public attended the Meeting.

**Public Participation Time**

The following matters were raised by members of the public:-

- i) Formation of a “Caravan Owners’ Association”. This matter was reported to the Caravan Park Committee and a recommendation is recorded in the Minutes of the Meeting held on 19<sup>th</sup> June 2007.
- ii) Reference was made to the Annual Parish Meeting held on 21<sup>st</sup> May 2007, at which it was reported that the Town Mayor proposed that consideration be given to the appointment of a CIPFA qualified accountant. It was noted that this matter would be considered by the Personnel Committee as part of the overall staffing review.
- iii) Concern was expressed at the cost of the Council’s “schedule of works”. It was explained that the “schedule of works” referred to was not a financial commitment, but a “wish list”, which highlighted the need for long-term capital investment in order to maintain the Council’s assets for the benefit of future generations.
- iv) Attention was drawn to proposals to reduce the opening hours of the minor injuries unit at Swanage Hospital. The Town Mayor reported that he had previously met with the Hospital Matron to discuss these proposals, and it was noted that a public consultation meeting was to be held at the Mowlem on 4<sup>th</sup> July 2007 at 6.30 p.m. A further period of public consultation would follow in September 2007.
- v) Showers on Shore Road. This matter had been raised during a previous public participation time, and had been considered by the Public Conveniences Working Group. Various problems, including the lack of a direct water supply, blockage by sand etc. had been identified, and needed to be addressed before the matter could be progressed.

- vi) Questions were raised regarding the condition and opening hours of the public toilet facilities.

The Council Meeting commenced at 7.25 p.m.

16. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Audley, and Mrs. Patrick (previously Councillor Mrs. Turner), who was on her honeymoon.

17. **MINUTES**

- (a) Proposed by Councillor Pratt, seconded by Councillor Mrs. Gainsborough, and RESOLVED:-

That the Minutes of the Annual Meeting of the Council held on 14<sup>th</sup> May 2007 be approved as a correct record and signed.

- (b) Proposed by Councillor Pratt, seconded by Councillor Bright, and RESOLVED:-

That the Minutes of the Meeting of the Council held to discuss planning and other matters on 18<sup>th</sup> May 2007 be approved as a correct record and signed.

- (c) Proposed by Councillor Pratt, seconded by Councillor Bright, and RESOLVED:-

That the Minutes of the Meeting of the Council held to discuss policy and resources matters on 21<sup>st</sup> May 2007 be approved as a correct record and signed.

Arising from Minute No. 3, Councillor Mrs. Gainsborough expressed her interest in serving on the General Operations Committee, and it was proposed by the Town Mayor, seconded by Councillor Trite, and RESOLVED:-

That Councillor Mrs. Gainsborough be appointed to the General Operations Committee.

- (d) Proposed by Councillor Bright, seconded by Councillor Hadley, and RESOLVED:-

That the Minutes of the Meeting of the Council held to discuss planning and policy matters on 8<sup>th</sup> June 2007 be approved as a correct record and signed.

- (e) Proposed by Councillor Bright, seconded by Councillor Hadley, and RESOLVED:-

That the Minutes of the Meeting of the Council held to discuss policy and planning matters on 18<sup>th</sup> June 2007 be approved as a correct record and signed.

18. **FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

Proposed by Councillor Bright, seconded by Councillor Gloyn-Cox, and  
RESOLVED:-

That the Minutes of the Meeting of the Finance  
and Performance Management Committee be  
approved as a correct record and signed.

19. **CARAVAN PARK COMMITTEE**

Proposed by Councillor Bright, seconded by Councillor Pratt, and  
RESOLVED:-

That the Minutes of the Meeting of the Caravan  
Park Committee held on 19<sup>th</sup> June 2007 be approved  
as a correct record and signed.

Arising therefrom, the following recommendations were adopted:-

3. Proposed by Councillor Bright, seconded by Councillor Pratt, and  
RESOLVED:-

That the present interim managerial arrangements  
continue at the Holiday Park, and that the assistance  
offered by the Bars and Catering Contractor in relation  
to customer services and Park Rules, be accepted,  
subject to liaison with the Town Clerk.

4. Proposed by Councillor Bright, seconded by Councillor Trite, and  
RESOLVED UNANIMOUSLY:-

That the Town Council recognises the "Owners Association",  
subject to it being properly constituted, and to permit the  
use of Council-owned facilities at the Holiday Park for  
meetings of the "Owners Association", subject to liaison  
with the Bars and Catering Contractor.

5. (b) Proposed by Councillor Bright, seconded by Councillor Pratt, and  
RESOLVED UNANIMOUSLY:-

That 20 fire boxes be purchased at a cost of £10,000  
(£500 each), funding to be met from the Repairs and  
Renewals Reserve.

5. (c) Proposed by Councillor Bright, seconded by Councillor Trite, and  
RESOLVED UNANIMOUSLY:-

That the quotation of £3,240, submitted for road  
re-surfacing works in Quarry Close, be accepted,  
funding to be met from the Repairs and Renewals  
Reserve.

It was further RESOLVED:-

That the schedule of works to be undertaken by British  
Gas be checked before the re-surfacing works are undertaken.

5. (f) Proposed by Councillor Bright, seconded by Councillor Hadley, and  
RESOLVED UNANIMOUSLY:-

That estimated costs for upgrading of the launderette  
be obtained, and that delegated powers be given to  
the Town Clerk, Mayor, Deputy Mayor and Committee  
Chairman to act in this matter.

20. **HOLIDAY PARK – OPERATIONAL MATTERS**

(a) **Site Development Works**

The problems experienced by caravan owners/visitors at the Holiday Park during site development works were highlighted, and, following discussion, it was proposed by Councillor Bright, seconded by the Town Mayor, and RESOLVED UNANIMOUSLY:-

That no routine site development works be undertaken during the main holiday season.

(b) **Cleaning Services**

Following the re-instatement of the furnished caravan lettings service, it was reported that the current policy whereby outside contractors were engaged to undertake caravan cleaning was not working successfully and complaints regarding the standard of cleanliness were being received. Following discussion, it was proposed by Councillor Pratt, seconded by Councillor Hadley, and RESOLVED UNANIMOUSLY:-

That officers be authorised to use their discretion in appointing cleaning operatives who can provide services of the required standard.

21. **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor had no specific announcements to make at the present time.

22. **TOURISM REPORT**

The Tourist Information Centre Manager reported on the following matters:-

- (a) "Beach Awareness Week" had once again proved very popular, culminating with the RNLI Beach Safety Roadshow and "Sunshine Sam", who had entertained the children.
- (b) Theatre gift vouchers were now available from the Tourist Information Centre. These could be redeemed locally or used at theatres nationwide.
- (c) The Destination Management System was now fully operational at the Tourist Information Centre and a brief summary of the services and data available was provided, for information.

23. **OPERATIONS REPORT**

The Operations Manager reported on the following matters:-

- (a) Reports had now been completed in respect of the General Health and Safety Policy Document, Fire Risk Assessments (for all Council establishments) and RoSPA Safety Inspection Report (2007).
- (b) Works were progressing to upgrade the following public buildings in order to comply with the above Reports and the Regulatory Reform (Fire Safety) Order 2005:-
  - Town Hall and Annex
  - Depot (Kings Road)
  - Beach Gardens Pavilion
  - Tourist Information Centre
  - Swanage Bay View Complex
- (c) General repairs and maintenance works undertaken by the Operations Department during the previous month were reported, for information.

- (d) A detailed report on vandalism sustained during the previous month, which included damage in the following areas:-  
Godlingston Cemetery, King George's Skate Park,  
King George's Field, Bandstand and Recreation Ground,  
Sandpit Field, Spa Bungalows, Shore Road, Prince Albert  
Gardens and The Downs, Day's Park Play Areas, Beach  
Gardens, Herston Toilets, Main Beach Toilets, Broad Road  
Car Park, and Mermond Place.

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

(a) **Swanage Pier Trust**

Councillor Mrs. Marsh gave a summary of the Meeting of the Swanage Pier Trust held on 7<sup>th</sup> June 2007, at which the following issues had been raised:-

- i) Paddle steamer "Waverley" would not be operating from the Pier this year due to Health & Safety issues.
- ii) Notices warning of divers in the vicinity were to be displayed.
- iii) Concerns re safety of volunteers working in shop.
- iv) Verbal abuse – notices to be displayed.
- v) Lighting, forthcoming events and financial report.

(b) **Dorset Age Partnership**

Councillor Gloyn-Cox reported that he had attended a meeting of the Dorset Age Partnership at Charlton Down earlier that day. He would submit a report to a future meeting of the Council, but wished to announce that the next meeting of the Partnership was scheduled for Friday, 6<sup>th</sup> July 2007 at Swanage Fire Station.

25. **DELEGATED MATTERS**

(a) **Letting of Park Lodge**

The Clerk reported that the Park Lodge at Swanage Bay View Holiday Park had been made available for holiday letting in order to maximise additional revenue resources, and Members endorsed this course of action.

(b) **Swanage Jazz Festival 2007**

The Clerk reported on a request received from the organisers of the Swanage Jazz Festival seeking permission to use King George's Playing Field for events in connection with the Festival.  
Permission had been granted, and Members endorsed this decision.

26. **METEOROLOGICAL RECORDS**

The meteorological records for the month of May 2007 were submitted for information.

27. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Gloyn-Cox, seconded by Councillor Whitwam, and RESOLVED UNANIMOUSLY:-

That the accounts specified in the Orders on Treasurer Nos. 3, 3a and 3b, amounting to £239,086.60, £56,036.16, and £89,317.40 respectively be paid, and that cheques be drawn therefore.