

Minutes of the Meeting of the Swanage Town Council held to discuss **POLICY AND PLANNING** matters at the Town Hall, Swanage on **MONDAY, 13th OCTOBER 2008** at 9.30 a.m.

PRESENT:-

Councillor M.W. Pratt – Chairman

Councillor L. Gloyn-Cox

Councillor Mrs A Patrick

Councillor S. Poultney

(from 10.10 a.m.)

Councillor W.S. Trite

Councillor M. Whitwam

Public Participation Time

There were seven members of the public present at the Meeting.

MR. D. LLOYD and **MS C BARROW** spoke in reference to Agenda Item 9, the proposed registration of a public footpath at Peveril Point. As owners of properties in this location they explained that gates had been erected in order to prevent large numbers of visitors congregating on private property and gave instances of nuisances that had arisen before the gates were erected. Although against the registration of a public footpath, they emphasised that they did not object to access by local walkers and that they were hopeful of a pragmatic solution.

MR A. WATLER also spoke in reference to Item 9, and explained that he was one of those seeking the registration of a public footpath. He stated that he had walked the path throughout his life and that he objected to the area being cordoned off solely for private use.

MS S. JENKINS stated that a right of way did not exist in this location.

MR W. SARGENT raised concern that sales of caravans at Swanage Bay View Holiday Park had virtually ceased and that he believed that this was largely due to uncertainty over the future operation of the Park. He requested that the General Manager be given authority to confirm that the site licences will remain in place in the future in an unaltered form.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Audley, Bright, Mrs Gainsborough, Hadley, Mrs Marsh and Suttle.

2. **PLANS**

Under the Model Code of Conduct, Members declared a formal interest in the capacity of Corporate Trustee of the De Moulham Trust in applications relating to the Trust.

The following submitted applications for permission to develop were considered.

Plan No

**Delegated
Applications**

Applicant, Proposal and Site

6/2008/0670

Mr K Lyons

Replace existing garage with larger garage.
17 Linden Road, Swanage.

OBSERVATION: No objection.

6/2008/0671

Mr & Mrs Brown

Insert window at front and rooflights at front and rear to create living accommodation in roofspace.

3 Durlston Mews, 70 Park Road, Swanage.

OBSERVATION: No objection, on the condition that the proposal extends the existing living accommodation of this property and does not create a separate unit.

6/2008/0675

Mr M Storer

Erect a roof canopy over cooking and preparation area.
(Retrospective).

1 The Old Stone Quay, High Street, Swanage.

OBSERVATION: Recommend refusal. The canopy is too large and is inappropriate within the Swanage Conservation Area.

6/2008/0677

Subway Realty Ltd

Install a non-illuminated fascia sign, externally illuminated projecting sign and internally illuminated window sign.

Subway, 8 Station Road, Swanage.

OBSERVATION: No objection.

Councillors Trite and Whitwam declared personal interests in the following application under the Model Code of Conduct by reason of owning properties at Swanbrook Mews nearby.

6/2008/0678

Mrs J Appleton

Erect a porch at front. (Retrospective).

1 Chestnut Mews, Court Road, Swanage.

OBSERVATION: Recommend refusal. The Town Council agrees with the Highway Authority that the porch reduces the visibility available at the junction of Chestnut Mews and Court Road to the detriment of highway safety.

At the request of interested members of the audience it was agreed that Item 9 on the agenda be taken next.

9. **PEVERIL POINT – PROPOSED REGISTRATION OF FOOTPATH**

Consideration was given to a briefing note, circulated prior to the Meeting, setting out information relating to the proposed registration of a footpath to the north of the easternmost properties on Peveril Point Road. It was noted that application papers had already been lodged with Dorset County Council, but that local residents had produced evidence which they believed would successfully refute such a claim. The matter had been brought to this meeting because the present applicant felt unable to pursue the process of registration any further as an individual, and the Town Council was now being approached to fulfil this role in its corporate capacity.

Councillor Poultney entered the Meeting at 10.10 a.m.

The possibility of a compromise being agreed between the parties was noted and after further discussion it was proposed by Councillor Whitwam, seconded by Councillor Mrs Patrick and RESOLVED UNANIMOUSLY:

That the matter be deferred for a site visit and further information regarding the grounds for compromise.

3. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30th September 2008 was submitted for information (a copy attached at end of these Minutes). The Clerk outlined a number of items that were included which distorted the current position.

(b) **Cashflow Statement**

A Cashflow Forecast for the year 2008/09, which had been updated for September 2008, was submitted for information. Explanatory notes relating to the income and expenditure were included in the Report.

(c) **Budget Reports**

Budget reports had been submitted to all Members for information prior to the Meeting, together with detailed Management Accounts to 30th September 2008. During the ensuing discussion, some concerns were expressed regarding the lack of information provided in respect of trends in the Council's income and expenditure. It was noted that, although there were some weaknesses in the Management Accounts, the quality of information supplied to members over the last ten years had improved vastly and that further information was available to Members upon request. Attention was also drawn to the consultation of members that was undertaken in determining the current format of these reports. It was proposed by the Town Mayor, seconded by Councillor Trite and RESOLVED UNANIMOUSLY:

That the format of the Council's Management Accounts be placed as an agenda item for the forthcoming Finance and Performance Management Committee meeting.

(d) **Funding of Urgent Items**

Councillor Whitwam declared a personal interest in this item under the Model Code of Conduct, in so far as the report referred to the Railway Station, by reason of being Chairman of the Swanage Railway Trust.

Lengthy consideration was given to a briefing note compiled by the Operations Manager, Town Clerk and Assistant Town Clerk detailing a number of urgent repair and refurbishment schemes to Council-owned facilities. It was stressed that a 'make do and mend' approach was no longer sustainable. It was proposed by the Town Mayor, seconded by Councillor Trite and **RESOLVED UNANIMOUSLY:**

That Councillors accept the invitation of the Operations Manager to inspect those facilities highlighted as in urgent need of repair and that an urgent meeting be convened thereafter to draft a strategy for addressing the Council's funding issues.

It was further proposed by the Town Mayor, seconded by Councillor Trite and **RESOLVED UNANIMOUSLY:**

That the greater involvement of the Purbeck District Council Project Development Officer, a post part funded by Swanage Town Council, be explored.

4. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in the Orders on Treasurer Nos. 7, 7a and 7b, amounting to £258,157.77, £128,397.21, and £32,609.78 respectively be paid, and that cheques be drawn therefore.

5. **MANAGEMENT OF COUNCIL PRIORITIES**

Further to Minute 4 a) of the Policy and Planning Meeting held on 6th October 2008 members discussed proposals for the management of the Town Council's priorities during the conclusion of the Holiday Park Options Appraisal process. It was proposed by Councillor Gloyn-Cox, seconded by the Town Mayor and **RESOLVED UNANIMOUSLY:**

That more regular meetings of the core management team (Assistant Town Clerk, Senior Administration and Finance Officer and Operations Manager) be held (with the Town Clerk when available) to progress urgent items, and that these officers meet with the Mayor and Deputy Mayor when appropriate.

It was **FURTHER RESOLVED:**

That the recruitment of additional staff, agreed by the Personnel Committee on the 9th April 2008 be formally placed on hold, the matter to be further considered at the next meeting of the Finance and Performance Management Committee.

Some concern was expressed that additional staffing resources may be required during the estimate setting process and it was agreed that this would also be referred to the Finance and Performance Management Committee.

6. **OPERATIONS DEPARTMENT – MAINTENANCE PROGRAMME UPDATE**

A Programme of Works undertaken by the Operations Department during September was submitted for information, and the position was noted.

7. **BEACH GARDENS – REQUEST FROM SWANAGE BOWLING CLUB FOR LICENCE**

A letter dated 15th September 2008 from the Honorary Secretary of Swanage Bowling Club requesting an alcohol licence for Beach Gardens Pavilion was put before Members. Some concern was expressed over the possible storage of alcohol on site and it was proposed by Councillor Mrs Patrick, seconded by Councillor Poultney and RESOLVED UNANIMOUSLY:

That the matter be deferred for further information regarding the detail of this request.

8. **COUNCIL REPRESENTATION ON OUTSIDE ORGANISATIONS**

A list of outside organisations to which the Town Council has appointed representatives was considered. It was AGREED:

That further information be sought regarding Councillors' role in respect of the following organisations: Arthur Marsh Memorial Hall, Drug Reference Action Group, PACT, Herston Reading Room, Swanage Bay Users' Association, Durlston Advisory Panel, Swanage Pub Watch and Dorset Age Partnership.

It was FURTHER AGREED:

That clarification also be sought from Swanage Carnival Committee in respect of the basis on which a Council representative would attend Committee meetings.

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

(a) **Items of Information**

- (i) It was reported that Councillors Mrs Patrick and Suttle had had to stand down from the Newton Grange Working Party due to the declaration of a prejudicial interest under the model code of conduct as a conflict of interest had arisen following an instruction to the firm of accountants in which they are employed. It was proposed by Councillor Trite, seconded by Councillor Poultney and RESOLVED UNANIMOUSLY:

That the Town Mayor be appointed to the Newton Grange Working Party.

The Meeting concluded at 11.50 a.m.
