

Minutes of the Special Meeting of the Swanage Town Council held to discuss **POLICY AND PLANNING** matters at the Town Hall, Swanage on **MONDAY, 21st DECEMBER 2009** at 9.30 a.m.

PRESENT:-

Councillor M. Pratt (Town Mayor) – Chairman

Councillor C. Bright (from 9.45 a.m.)

Councillor L. Gloyn-Cox

Councillor M. Hadley

Councillor Mrs A. Patrick

Councillor S. Poultney

Councillor W. Trite

Councillor M. Whitwam

Councillor A. Wiggins

Public Participation Time

In addition to Members and Officers there were five Members of the Public present at the Meeting.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Audley and Mrs. Marsh.

2. **COUNCILLOR VACANCY – CO-OPTION**

It was reported that no request had been received by the returning officer for a by-election to fill the vacancy created by the sad death of Councillor Mrs Gainsborough, appropriate notices having been displayed in accordance with the Local Government Act 1972. The vacancy could therefore be filled by co-option, and, following advertisement, applications had been received from Mrs Cherry Bartlett, Mrs Philippa Keeling and Mr Angelo Wiggins. In the first round of voting the result was as follows:

Mrs C Bartlett	No votes
Ms P Keeling	1 vote
Mr A Wiggins	7 votes

In the second round of voting the result was as follows:

Ms P Keeling	1 vote
Mr A Wiggins	7 votes

Mr Angelo Wiggins then made the Statutory Declaration of Acceptance of Office.

3. **PLANS**

Plan No

**Delegated
Applications**

6/2009/0679

Ms E Smith

Replace existing window in west elevation with french doors.
7 The Malverns, 40 Park Road, Swanage.

OBSERVATION: No objection.

6/2009/0682

Mr C Hilton

Change of use from Class C3 (Dwelling House) to Class C1
(Hotels and Hostels) – Retrospective.

35 Kings Road West, Swanage.

OBSERVATION: No objection.

6/2009/0691

Mr T Hovey

Change of use from A1 (Shops) to form a combination of A1
(Shops) and A2 (Financial and Professional Services) use.

114 High Street, Swanage.

OBSERVATION: No objection.

6/2009/0692

Mr & Mrs M Farrell

Replace existing first and second floor windows.

23 Station Road, Swanage.

OBSERVATION: No objection.

6/2009/0696

Miss G Gray

Erect garage with day room and w.c; insert new door at first
floor level and form balcony over garage. (Extend time limit to
implement existing approval 6/2004/0780).

3 Ancaster Road, Swanage.

OBSERVATION: No objection.

6/2009/0697

Mr & Mrs L Van De Zande

Erect first floor side extension. (Extend time limit to
implement existing approval 6/2004/1109).

12 Queens Road, Swanage.

OBSERVATION: No objection.

The following application was not discussed by the Town Council by virtue of its
ownership of the Stone Quay.

6/2009/0698

Mr R Marsh

Erect pay kiosk for pleasure boat trips during summer.
(Renewal).

The Stone Quay, High Street, Swanage.

6/2009/0699

Mr & Mrs C Symons

Erect dormer in north elevation to facilitate loft conversion.
6 Prospect Crescent, Swanage.

OBSERVATION: No objection.

4. **STREET NAME – TILLY WHIM MEWS**

Consideration was given to a letter dated 2nd December 2009 from Purbeck District Council, consulting the Town Council regarding the proposed naming of the new development at 6 Kings Road East as Tilly Whim Mews. It was proposed by Councillor Hadley, seconded by Councillor Mrs Patrick and RESOLVED UNANIMOUSLY:

That the Town Council has no objection to the naming of the development at 6 Kings Road East as Tilly Whim Mews.

5. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30th November 2009 was submitted for information (a copy attached at end of these Minutes).

6. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in the Orders on Treasurer Nos. 9 and 9a, amounting to £88,040.88 and £63,996.93 respectively be paid, and that cheques be drawn therefor.

7. **PACT ACTION POINT – PUBLIC CONVENIENCES**

Reports had recently been received of used needles being found in the Railway Station public toilets. The local Police and Communities Together (PACT) group had recommended that warning signage be placed in the town's public conveniences.

Following a brief discussion, it was proposed by the Town Mayor and seconded by Councillor Mrs Patrick:-

That signs warning of the dangers of discarded needles be placed in the Town Council's public conveniences, incorporating the PACT logo.

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

8. **METEOROLOGICAL RECORDS**

The meteorological records for the month of November 2009 were submitted for information.

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

(a) **Core Strategy**

Consideration was given to the response from Purbeck District Council's Planning Policy Manager to the Town Council's comments on the Draft Core Strategy. It was agreed that the offer of further consultation with the Planning Policy Manager regarding the future development of Swanage be accepted.

(b) **Ballard Estate**

Attention was drawn to a letter from Mr Hampton of Ballard Estate objecting

to the District Council's approval of planning application 6/2009/0504 to insert dormer windows at 103 Bay Crescent. It was agreed that the matter be placed on a forthcoming agenda.

(c) **Purbeck Schools Review**

Members expressed some concern that officers of Dorset County Council had failed to fully engage the community over the future provision of secondary education in Swanage. A key meeting of the County Council's cabinet would now take place on 20th January 2010.

(d) **Parking at Railway Station**

The danger to pedestrians caused by the parking of vehicles outside of the station building was highlighted.

(e) **Stone Quay Pedestrian Safety**

Attention was once again drawn to the danger to pedestrians arising from the parking of motor cycles and cars on the Stone Quay. A request was made for this issue to be placed on a forthcoming agenda.

(f) **DEFRA Coastal Change Pathfinder**

Information regarding the DEFRA Coastal Change Pathfinder project had been circulated to Members prior to the Meeting. This project aimed to raise public awareness of the risks and options relating to future coastal change on six stretches of the World Heritage Coast, including New Swanage. It was agreed that the District Engineer be invited to speak on the subject to a future meeting.

10. **EXCLUSION OF PRESS AND PUBLIC**

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

That, under Standing Order Nos. 67 and 68, by reason of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following legal issues.

11. **PERSONNEL ISSUES – RETIREMENT OF TOWN CLERK**

Consideration was given to a detailed briefing note setting out the proposed early retirement of the Town Clerk on efficiency grounds, following the disposal of Swanage Bay View Holiday Park. After a lengthy discussion it was proposed by the Town Mayor, seconded by Councillor Gloyn-Cox and RESOLVED:

That the early retirement of the Town Clerk, Mr Alan Leeson, be approved on the grounds of the efficiency of the service.

Attention was drawn to the need for a compromise agreement, to which the Town Clerk had indicated his in principle agreement. The utmost importance of the Town Clerk taking his own independent legal advice was highlighted. It was proposed by Councillor Mrs Patrick, seconded by Councillor Poultney and RESOLVED:

That the Town Council engage the services of Purbeck District Council to draw up a compromise agreement.

The need to establish an effective date was noted. It was proposed by the Town Mayor, seconded by Councillor Bright and RESOLVED:

That the effective date of the Town Clerk's retirement be 21st March 2010.

Consideration was then given to the future management structure of the Town Council. It was proposed by Councillor Trite, seconded by the Town Mayor, and RESOLVED:-

That Dr. M. Ayres be appointed to the position of Acting Town Clerk for a minimum period of six months.

It was FURTHER RESOLVED:-

To order and carry out a review of job roles and job descriptions within the administration and finance functions in line with the changes approved above.

Following further discussion, it was RESOLVED:-

To refer the posts of Town Clerk (TH1) and Accounting Technician (TH5) to the SW Employers for re-evaluation (following agreement on job descriptions with the incumbents) and to grant an interim award pending re-evaluation of the posts.

The Meeting concluded at 11.05 a.m.
