Minutesofthe SPECIALMEETING of the Swanage

 TownCouncilheldtodiscuss
 POLICYANDRESOURCES

 mattersattheTownHall,Swanageon
 MONDAY15 th

DECEMBER2003 at 10.35a.m.

Chairman:-CouncillorAHMiller

TownMayor

Present:-CouncillorCBright CouncillorMrsJFarrow CouncillorMrsCGainsborough CouncillorMrsHO'Donovan CouncillorMPratt CouncillorMTyrer CouncillorMTysIWheeldon

Members, having been requested to meet informally, requested that an emergency meeting of Swanage Town Councilbe held in order to discuss important matters at Swanage Bay View Holiday Park.

ItwasPROPOSEDbyCouncillorMiller,SECONDEDbyCouncillorBrightandAGREED UNANIMOUSLY:-

Thatduetotheurgentnatureofthebusinessto bediscussed,thethreedaysstatutorynoticenormallyrequiredfor aCouncilMeetingbewaived.

1) SwanageBayViewHolidayPark

TheClerkreportedtoMembersthatbuildingworkhadstartedattheHolidayParkon

Wednesday10 thDecember2003.TheClerkinformedCouncillorsthatonFriday12 thDecember 2003,whentheClerkbecameawarethatworkswerebeingundertaken,hehadimmediatelyissued instructionstotheHolidayParkGeneralManagerandLeisureConceptstoterminateallworks.

It was noted that no official order had been placed and concern was expressed regarding the Council's proper procedures in this matter. Members reaffirmed the fact that three quotes for tender were required and that these should come before the Council, be opened, dated and timed before a decision to award any contract could be made. It was also noted that no formal decision regarding the finance and specification of work to be carried out had yet been made by the Council.

AfteralengthydebateitwasPROPOSEDbyCouncillorBright,SECONDEDbyCouncillor MillerandAGREEDUNANIMOUSLY:-

ThattheClerkconsulttheCouncil'ssolicitorstoadviseLeisure ConceptsLtdoftheCouncil'spositionandrequirements.

FurtherdiscussionensuedregardingcorrespondencereceivedfromLeisureConceptsLtdvia facsimileonFriday12 thDecember2003referringtomeetingsthathadtakenplacewiththeHoliday ParkGeneralManagerandLeisureConceptsrepresentatives.

AfteralengthydiscussionitwasPROPOSEDbyCouncillorBright,SECONDEDby CouncillorMrsFarrowandAGREEDUNANIMOUSLY:-ThattheTownClerkinvestigatesthematter,takinganyactionthat isdeemedappropriate.

2) <u>StaffingMatters</u>

The staffing requirements for the Town Hall of fices were discussed. The need to employ further staff at the Town Hall had been recognised by the Council and had a greed to employ a junior for the transmission of transmission of the transmission of transmissio

officeassistant. It was noted that apart-time appointment had been made. Councillor Miller explained that, due to the extra demands of current accounting practices and changes to therole since his appointment, there was now acurrent need to provide direct support for the Clerk in respect of preparing financial information. It was noted that the Council currently uses the services of MrsLloyd, as elf-employed CIPFA qualified account ant trading as 'Streamline Business Services'.

 $\label{eq:linear} After further discussion it was {\text{PROPOSED} by Councillor Mrs Wheeldon, SECONDED by Councillor Tyrer and AGREED UNANIMOUSLY:-}$

That the Councilinc rease these rvices of Stream line Business Services as and when the Clerk consider sitnecessary.

3) <u>SeafrontStabilisationScheme</u>

Councillors reviewed drawings prepared by Graham Thorne & Partners in respect of the seafront stabilisation scheme. Detailed consideration was given to the essential works outlined in the area of the Recreation Ground, behind Shore Road. Views we reexpressed regarding the project brief that the Council we rerequired to give to MrGThorne, the Council's survey or.

ItwasAGREED:-

That the Clerk convey the views expressed, in order that the sketch plans and scheme proposal sbepre pared and considered at a future meeting of the Council.

Themeetingclosedat12.35p.m.
