

Minutes of the **SPECIAL MEETING** of the Swanage
Town Council held to discuss **POLICY AND RESOURCES**
matters at the Town Hall, Swanage on **MONDAY, 17th**
NOVEMBER 2003 at 9.30 a.m.

PRESENT:-

Councillor A.H. Miller (Town Mayor) – Chairman.

Councillor H.J.F. Agelink
Councillor Mrs. C. Bartlett
Councillor C.R. Bright
Councillor Mrs. J.A. Farrow
Councillor Mrs. C. Gainsborough
Councillor Mrs. H. O'Donovan
Councillor M.W. Pratt
Councillor M.A. Tyrer
Councillor Mrs. J.D. Wheeldon

1. **APOLOGIES**

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

2. **BUDGET REVIEW**

a) **Seasonal Income-General**

The Clerk submitted a statement of seasonal income to date, and detailed consideration was given to the information provided. Most trading areas had exceeded the estimated budget, and the overall position was noted with satisfaction.

Following a recent meeting with representatives from the Swanage Tennis Club, the Clerk reported on a request received for a review of the "Family Membership" charges, and it was AGREED:-

That the matter be deferred for consideration
at the Annual Estimates Meeting on 8th
December 2003.

ii) **Swanage Bay View Holiday Park**

Details of income received to date at the Swanage Bay View Holiday Park were also submitted for information, and the position was noted.

During the ensuing discussion, Members were appreciative of the additional information provided regarding caravan sales and the bar and catering concession, and enquired whether further information regarding projected costs associated with caravan sales could be included on the schedule.

In response to a question from Councillor Bright, the Town Clerk explained that it was hoped to provide separate trading accounts for the Caravan Park in due course, which would give a complete overview of trading in the main areas of activities i.e. bars and catering.

3. **CAPITAL PROGRAMME**

(a) **Seafront Enhancement**

Further to the meeting of the Seafront Stabilisation Working Group held on 7th November 2003, the Clerk updated Members on the results of the geotechnical survey that had recently been carried out in the area behind the White House, Fisherman's Catch, public conveniences and Shore Road bungalows. As anticipated, the report had identified the need to undertake stabilisation work to varying degrees throughout the site.

Having regard to the above, and the detailed findings of the survey, it had been agreed to recommend that the Council's surveyor be instructed to instigate two architectural designs,

incorporating all necessary structural and drainage works in the area of the Recreation Ground and seafront site (as recorded in the Minutes of the Meeting).

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

To endorse the recommendation of the Working Group, to instigate the preparation of two architectural designs, for submission to the Council Meeting on 15th December 2003. Any proposals should run in parallel with the Heritage Lottery Fund application (see below).

Further to Minute No. 4 of the Policy and Resources meeting held on 20th October 2003, Councillor Bright updated Members on progress made regarding the possibility of funding through the Heritage Lottery Fund – “Public Parks Initiative”. An application was currently being prepared for submission to the Heritage Lottery in due course.

The Town Mayor reported on a letter received regarding any future proposals for the development of land in the vicinity of these seafront. Following a brief discussion, it was proposed by Councillor Bright, seconded by Councillor Pratt, and RESOLVED UNANIMOUSLY:-

To re-affirm the policy of the previous Council, not to sell any land in the Council’s ownership.

In re-affirming the decision, it was recognised that the land belongs to the people of Swanage, and is land that is the heritage of future generations in the town.

(b) **Car Parks Best Value Working Group**

Further to the Meeting of the Car Parks Best Value Working Group held on 11th November 2003, in accordance with Minute No. 2, the Operations Manager reported on quotations received for the purchase of replacement car park ticket machines. Following a brief discussion, it was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Tyrer, and RESOLVED:-

That the matter be deferred for consideration at the Annual Estimates Meeting to be held on 8th December 2003.

With reference to Minute No. 2, the Town Clerk reported that Mr. A. Burnet, a resident of Peveril Point, had been invited to join the Working Group.

(c) **Boat Park Committee**

Further to the Meeting of the Boat Park Committee held on 3rd November 2003, and in accordance with Minute No. 5, the Operations Manager reported on a security system that would be suitable for the Boat Park, which would consist of a barrier entrance and “flow plates” exit. Following a brief discussion, during which the merits of this system were acknowledged, it was RESOLVED:-

That the matter be deferred for consideration at the Annual Estimates Meeting to be held on 8th December 2003.

Before consideration of the next item, Councillor Mrs. Wheeldon declared a personal interest in the matter, under the Model Code of Conduct, by reason of a member of her family being a fisherman’s shutlessee, but as this was non-prejudicial remained in the Meeting during the debate.

In accordance with Minute No. 3, consideration was given to the allocation and usage of the Fishermen’s Huts. During the discussion, it was agreed that priority should be given to bona fide registered fishermen, and that no sub-letting of the huts should be permitted.

It was RESOLVED:-

To authorise the audit of the Fishermen’s Huts.

Councillor Mrs. Wheeldon referred to Minute No. 5 – Control of Jet Skis – and requested that consultation with the Managers of Durlston Country Park be undertaken when drawing up the proposed licence agreement and Code of Conduct.

4. **POLICE COMMUNITY SAFETY OFFICERS**

A letter dated 29th October 2003, was submitted from the Director of Community Services of Purbeck District Council explaining the decision not to submit a bid to the Office of the Deputy Prime Minister for a one year extension to the existing Community Warden Scheme funding, preferring instead to investigate the possibility of making a bid to the Home Office for two years park funding of a Police Community Support Officers scheme to run from April 2004.

The Town Council's support for the proposed scheme as a potential funding partner was sought.

Following a brief synopsis of the Community Warden Scheme, it was proposed by Councillor Tyrer:-

That the Town Council does not commit funding to the Police Community Support Officer Scheme.

This proposal failed to secure a second, and was withdrawn by Councillor Tyrer.

Further discussion ensued, during which it was requested that the direct benefit to Swanage of the proposed scheme be obtained. It was then proposed by Councillor Mrs. Farrow, seconded by Councillor Bartlett, and RESOLVED UNANIMOUSLY:-

That a decision be deferred until after the AGM of the South Purbeck Task Group, scheduled to be held on 20th November 2003.

5. **PUBLIC ENTERTAINMENT LICENCE**

A letter dated 7th November 2003, was submitted from the Administrative Services Manager of Purbeck District Council seeking the Council's comments on an application for a Public Entertainment Licence for the 2004 Swanage Jazz Festival for the period 9th to 11th July inclusive.

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

That no objection be raised to the granting of the Licence.

6. **TRAFFIC REGULATION PROPOSALS**

The Clerk submitted a schedule of Amendments that had already been approved, together with an update of other items that were likely to be included in the forthcoming draft Traffic Regulation Order.

The schedule was agreed, subject to the following:-

1) **Loading Bay - Institute Road**
If it was not permissible to add yellow lines, signs clarifying the parking restrictions should be erected, clearly indicating that the "No Parking" is allowed in the marked loading bay area.

4) **Camper Vans**
Proposal: To extend restrictions to include Walrond Road (eastern end), Belle Vue Road and Durlston Road.

During the discussion, concern was expressed at the time restrictions relating to the disabled parking bays in Mermond Place and outside of the Mowle in Institute Road.

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

To recommend the introduction of a "One Hour" parking restriction in respect of the disabled parking bays, as stated above.

7. **ANY OTHER MATTERS THE CHAIRMAN DECIDES ARE URGENT ATTENTION**

(a) **Use of Sandpit Field**

The Clerk reported on a request received for the use of Sandpit Field for the 2004 Swanage Triathlon to be held on 8th August 2004.

It was RESOLVED:-

That the request be approved.

8. **STAFFING REVIEW**

The Clerk reported on the staffing review that had been undertaken by the Council's Joint Staffing Working Group.

A comprehensive review had been carried out throughout all of the Council's departments, and some inconsistencies in structure and recruitment had been identified.

An Organisational Structure Chart had been prepared, including post numbers of the established permanent full and part-time staff, as well as temporary and seasonal positions, together with grading applicable to each post.

It was RESOLVED:-

That the Structure Chart be adopted as an established list for the recruitment of staff.

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

To adopt the recommendations of the Joint Staff Working Group set out in the Staffing Review Report dated October 2003, subject to the inclusion of a clause stating that the cost of any trainings supported by the Town Council should be reimbursed if the employee terminates his/her employment with the Council within twelve months of attaining the award.

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

That the recommendations of the Joint Staff Working Group set out in the Staffing Review Report dated October 2003, subject to the Appeals Panel consisting of the Joint Staffing Working Group and one additional Member, so that the Panel is "cross party".

Upon being put to the Meeting, TWO Members voted IN FAVOUR of the Amendment, SEVEN Members voted AGAINST, and there was ONE ABSTENTION, whereupon the Amendment was declared NOT CARRIED.

The original Proposition was then put to the Meeting, and declared CARRIED, with SEVEN Members voting IN FAVOUR, and TWO AGAINST.