

Minutes of the Meeting of the **GENERAL OPERATIONS COMMITTEE** held at the Town Hall on **Wednesday 6th July 2011** at **7.00 p.m.**

Chairman: -

Councillor S Poultney Swanage Town Council

Present: -

Councillor M Bonfield Swanage Town Council

Councillor I Brown Swanage Town Council

Councillor Miss C Harris Swanage Town Council

Councillor Mrs Patrick Swanage Town Council

Councillor M Pratt Swanage Town Council

Also present: -

Dr M Ayres Town Clerk

Mr G Brookes Operations Manager

Mrs C Anstey Administrative Assistant

Mr A Clothier Purbeck District Council Project Development Officer (until 8.20 p.m.)

Mr R Aplin Prospect Allotment Association (until 7.25 p.m.)

Mr A Lander Swanage Fishermen's Association

Mr R Legg Prospect Allotment Association (until 7.25 p.m.)

Public Participation Time

In addition to Members and Officers there were four members of the public present.

1. Apologies

Apologies for their inability to attend the Meeting were received from Councillors Mrs Marsh, Trite and Mr Lew Fletcher of James Smith Ltd Funeral Directors.

2. Allotment Matters

a) Possible additional allotment sites – to convene meeting of working party

It was agreed that a meeting be convened of the working party, consisting of Councillors Mrs Bartlett, Bonfield, Miss Harris and Poultney, together with representatives of the Allotment Association, on 27th July 2011.

b) Prospect Nursery Community Garden proposal – Progress Report

It was reported that progress with the Community Garden had been slow, but a meeting of all interested parties was due to take place at the Town Hall on 14th July at 7 p.m. It was noted that a meeting between the Community Garden's representatives and the working party would be arranged once a firm proposal had been received.

c) Review of Allotment deposits

Concerns were expressed with the number of new tenants requesting assistance with clearance of plots. Despite works undertaken by the Operations Department, several plots were still being poorly maintained and the deposit of

£50 had made little difference to the state in which plots were left at the end of a tenancy. After a brief discussion it was proposed by the Chairman, seconded by Councillor Miss Harris and RESOLVED UNANIMOUSLY:-

TO RECOMMEND:

That the £50 deposit be abolished, and sums currently held by the Council be refunded to existing tenants.

It was further AGREED:

That the Operations Department no longer re-condition plots for future use and that any vacant plots are to be taken as seen.

d) Matters raised by Prospect Allotment Association

i) Fence on eastern allotment boundary

The Chairman of the Allotment Association enquired as to the progress regarding the fence on the boundary of Cauldron Barn Farm. It was reported that recent talks had taken place with the estate foreman, and assurances had been given that materials were on order, and works due to take place shortly.

ii) Water Troughs

The Chairman of the Allotment Association expressed his disappointment with the behaviour of a small number of plot holders with regard to the use of the water troughs. It was also reported that a number of the troughs had been tampered with, leading to urgent repairs by the Operations Department. It was noted that if the situation failed to improve, the troughs may have to be removed and a small number of standpipes installed.

iii) Dogs on leads

It was requested that weatherproof notices be positioned at the entrances to the allotments, stipulating that dogs must be kept on leads at all times.

Mr Legg and Mr Aplin left the meeting at 7.25 p.m.

3. Cemetery Matters

a) Meadowland Burial ground at Godlingston Cemetery – Progress Report

It was reported that ground samples would be sent to the environment agency for sampling, this being a condition of the planning application, which has been approved. It was hoped that works on hedgerows, trees and wildflower planting would commence in the autumn.

b) Matters raised by James Smith Funeral Directors

In the absence of Mr L Fletcher of James Smith Funeral Directors there were no matters to discuss.

4. Fishermen's Huts and Jetties

a) Matters raised by Swanage Fishermen's Association

i) Fishermen's Huts

Thanks were given to the Operations Department for recent works to repair roofs on the fishermen's huts.

ii) Fishermen's Car Parking

Further to item 6) of the meeting of the Transport Committee held 25th May 2011, a request had been made to the representative of the Fishermen's Association, that several parking spaces in Peveril Point Road, normally

allocated to fishermen, be made available for members of Coastwatch. It was noted that fewer full time fishermen were operating from the fishermen's huts than in previous years.

The meeting was briefly suspended under standing order 69 to enable a member of the public to speak. Mr Tony Bennett, who serves as a Coastwatch volunteer, highlighted the need for additional parking for training events.

After lengthy consideration it was proposed by Councillor Brown, seconded by Councillor Poultney and **RESOLVED:**

That discussions be held with Coastwatch regarding a proposal to prevent parking on Peveril Point, and to allocate two fishermen's parking spaces for use by Coastwatch, with a third in reserve for emergencies.

5. Matters arising from the minutes of the Meeting of the General Operations Committee held on 9th March 2011

Further to item 6) it was noted that a letter to Dorset County Council requesting that a waste transfer station be incorporated at the new Prospect Recycling Depot had not yet been sent, although the news of the Council had been communicated verbally to officers of Dorset Waste Partnership. The importance of this matter was highlighted.

6. Major Projects – Progress Report

The Chairman introduced Purbeck District Council's Project Development Officer Alex Clothier who reported on the following:-

a) King George's Changing Facilities

King George's Playing Field has been without changing facilities for the last 10 years. The field is predominantly used by Swanage and Herston Football Club for their youth teams and over many years port-a-cabins have been used for changing facilities as a temporary measure. The public toilets at Main Beach car park are also in need of upgrading. Therefore it has been proposed to combine the two facilities into one new and improved facility.

Further to item 8) of the General Operations Meeting held on 10th November 2010 and after lengthy consideration it was proposed by the Chairman, seconded by Councillor Mrs Patrick and **RESOLVED UNANIMOUSLY:-**

TO RECOMMEND:

That the proposed building incorporate the following:

- **Four changing rooms.**
- **Two match officials' rooms.**
- **Public toilets to be traditional style design incorporating male, female and disabled with baby changing facilities.**
- **Scheme to include costing for environmental design features.**

It was further proposed by Councillor Brown, seconded by the Chairman and **RESOLVED UNANIMOUSLY:-**

That officers progress an external funding application when designs and accurate

costings have been received to meet any shortfall in funds, from the agreed capital programme.

b) Day's Park Play Area Refurbishment/Relocation

It was reported that further to item 10)a) of the meeting of the General Operations Committee held on 10th November 2010, a site visit had taken place at Day's Park play area. Consideration was given to a report by Purbeck District Council's Project Development Officer with regard to the proposed re-location of the play area within Day's Park. It was noted that the current play area caters for children up to the age of 8 years old. It was suggested that by improving this area, there would be an opportunity to increase the age range for play provision. Concerns were raised at the proposed locations for the play area and it was suggested that Journey's End playing field could be a suitable location. After a brief discussion it was proposed by Councillor Brown, seconded by Councillor Poultney and RESOLVED UNANIMOUSLY:

That the Town Council continues to provide a play area in the vicinity of Day's Park/Journey's End, and that a further report on possible locations be made to the Town Council on 1st August 2011.

c) Shore Road/ Seafront

It was reported that topographical and geotechnical land surveys to establish ground stability on the Recreation Ground had now been completed, but a full engineer's report had yet to be received. It was noted that findings from this report would be presented at a future Meeting of the General Operations Committee.

7. Waste Management Working Party – Progress Report

a) Provision of additional 1100 litre bins summer 2011 – Town Square and Seafront

Further to item 6) of the meeting of the General Operations Committee held 9th March 2011, a meeting of the Waste Management working party together with representatives of fast food outlets in the Square had taken place to discuss the issue of rubbish in that area. It was noted that negotiations would hopefully continue to work towards a satisfactory conclusion to the litter problems in the Square. It was AGREED:

That in accordance with agreed budgets, the Council will provide 1100 litre wheelie Euro bins in the Square for the period 22nd July – 2nd Sept 2011.

b) Potential for long-term improvement of waste collection in Swanage

Concerns were expressed with regard to the future of waste collection and transfer of rubbish from litter bins in the town, especially in the summer months. It was noted that local organisations would be willing to sponsor bins. It was RESOLVED:

That the waste management working party, together with Dorset Waste Partnership, work towards an improved method of waste collection and disposal of rubbish from litter bins in the town.

It was further RESOLVED:

That a meeting of the waste management working party be convened on Wednesday 13th July 2011, to discuss future proposals for waste management in the town.

The Town Clerk referred to an e-mail received from Dorset Waste Partnership's Environmental Services Officer. Comments had been received regarding the removal of bins at various locations in the town. After a brief discussion it was noted that any bins that have been removed would not be re-instated by the Town Council, and the waste management working party would review the matter of bins on the Town Council's beach.

8. Public Conveniences

a) Shore Road – Prioritisation of improvements for summer 2012

It was reported that following a site visit to Shore Road conveniences it was agreed that vital work was needed to improve these facilities. It was noted that specifications had been drawn up for new facilities which would also include showers. It was proposed by Councillor Poultney, seconded by Councillor Mrs Patrick and RESOLVED UNANIMOUSLY:-

**TO RECOMMEND:
That improvements to Shore Road conveniences be added to the Capital Programme for 2011/12 and that the scheme be progressed through the planning process.**

b) Heritage Centre – Consideration of installation of showers for those visiting Swanage by sea

Consideration was given to the installation of external and internal showers at the Heritage Centre conveniences. After a brief discussion it was noted that the provision of this facility would involve major works, and was therefore not feasible.

9. Car Park Machines – Consideration of proposals for upgrade/replacement

Further to item 7) of the meeting of the Transport Committee held 25th May 2011, it was reported that the current machines in the Town Council's car parks would need to be replaced, arising from changes in the metallic content of coinage and new regulations regarding the use of credit cards. From 2012 car park machines would only be able to accept chip and pin cards. Initial enquiries had shown that it may cost in the region of £4,400 to replace each machine. During the ensuing discussion it was highlighted that rapid progress was still being made with the technology of car park machines, and that this matter should be approached with caution to ensure that the any new machine purchased would be capable of using the most up to date technology. It was AGREED:

That any decision with regard to replacing car parking machines in the Town Council's car parks be deferred, until further advances in machine technology had been made.

10. Peveril Point

a) Demolition of shelter – Progress Report

It was reported that planning permission for the demolition of the shelter had now been granted. It was reported that costings to repair the shelter had been investigated, but with the additional ongoing maintenance costs, the option to retain the shelter would not be financially viable. It was hoped that works to demolish the shelter would commence in the autumn.

b) Coastwatch Parking Arrangements

Further to minute 4a) above there was nothing further to discuss.

11. Operations Manager's Report

a) Bus Shelter – Ulwell Road

It was reported that a replacement shelter had been installed on 5th July, and Swanage Town Council would now be responsible for the shelter's ongoing maintenance.

b) Vandalism

The Operations Manager highlighted the recurring vandalism in the town's facilities. A fire had been started in the gentlemen's conveniences on Shore Road. The fire brigade and police had attended the incident and the building had to be closed for two days for essential repairs. Numerous graffiti attacks had also been reported in King George's, Heritage and Shore Road conveniences.

Reports of vandalism of trees and plants in the vicinity of Shore Road, Prospect Crescent and Godlingston Cemetery had also been received. All crimes had been reported to the police and logged on their system.

c) Designated Bathing Zone

It was reported that the designated bathing zone buoys were now in place for the summer season. It was noted that the operational system for the placing and retrieval of the buoys needed to be addressed before the start of the 2012 season.

12. Items of Information and Matters for Forthcoming Agendas

a) Spa Bungalows

The need to consider the financial operation of the Spa Bungalows was highlighted.

b) Boat Park

It was noted that the overall financial and operational costs of the Boat Park be addressed at a future meeting.

c) Bus Company

A request from Wilts & Dorset Bus Company had been received for the use of King George's car park on carnival day due to difficulties on route with road closures. During a brief discussion, concerns were expressed in respect of health and safety in the car park at the town's busiest time of year and it was acknowledged that this request would not be feasible.

13. Date of Next Meeting

The next meeting was scheduled for 7.00 p.m. on Wednesday 9th November 2011.

The Meeting closed at 9.35 p.m.