

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on **MONDAY,**  
**21<sup>st</sup> AUGUST 2017** at 7.00 p.m.

PRESENT:-

Councillor M.P. Bonfield (Town Mayor) – Chairman

Councillor J.M. Bishop

Councillor C. Finch

Councillor G. Green

Councillor A. Harris

Councillor A. Lejeune

Councillor G.A. Marsh

Councillor T. Morris

Councillor S. Poultney

Councillor G.M. Suttle

Councillor M. Whitwam

In addition to Members of the Council and officers, 21 members of the public attended the Meeting.

Revd John Cooper, from the St Mark's Church, offered a short prayer before the commencement of the Meeting.

Before opening the Meeting, the Chairman welcomed members of the public and made a short statement regarding the fire evacuation procedure, filming/audio recording etc. of the Meeting, and a summary of the procedure for Public Participation Time.

**Public Participation Time**

The following matters were raised during Public Participation Time:-

- Thanks given to the Town Council by Friends of Swanage Bandstand, and appreciation shown to members of the public for the pledges of support received so far amounting to circa £31,500.
- Concerns raised regarding recent delays experienced by members of the public with the registration of deaths in Swanage, and thanks given to the Town Council for considering the issue.
- Reference made to the proposed improvements to the Institute/Station Road areas, and whether the disabled bays in Mermond Place could be relocated to Station Road and replaced with standard parking bays/ meters.
- Public Address System – whether a ‘roving’ microphone could be used by members of the public during Public Participation Time.
- A presentation given by Mr Neil Watson of the Environment Agency (EA), and Mr Malcolm Turnbull of the Swanage Coastal Change Forum (SCCF), on coastal change in Swanage. The EA, in conjunction with SCCF, was working-up outline sea defence proposals to protect the town from rising sea levels in the future, from the Stone Quay to the Banjo

Jetty, and a great deal of work would be required to secure grant funding for this project.

Councillor Bonfield gave thanks to Mr Watson and Mr Turnbull for the informative presentation, and opened the Council Meeting at 7.35 p.m.

Messrs Watson and Turnbull left the meeting at 7.35 p.m.

70. **APOLOGIES**

An apology for his inability to attend the Meeting was received from Councillor Trite.

71. **DECLARATIONS OF INTEREST**

Members were invited to declare their interest under the Code of Conduct as defined by regulations made under section 30 (3) of the Localism Act 2011, and requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.

There were no declarations to record on this occasion.

72. **MINUTES**

(a) Proposed by Councillor Poultney, seconded by Councillor Green, and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Monthly Meeting of the Council held on 31st July 2017 be approved as a correct record and signed.

73. **POLICY, FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

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

That the Minutes of the Meeting of the Policy, Finance and Performance Management Committee held on 28<sup>th</sup> July 2017 be approved as a correct record and signed.

Consideration was given to the following recommendations contained in the Minutes:-

5. **POLICY DOCUMENTS**

(a) **Sundry Debtors Management Policy**

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

That the draft Sundry Debtors Management Policy be approved and adopted.

(b) **Lost Property Policy**

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

That the draft Lost Property Policy be approved and adopted.

74. **PLANNING AND CONSULTATION COMMITTEE**

Proposed by Councillor Harris, seconded by Councillor Green, and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Planning

and Consultation Committee held on 7<sup>th</sup> August 2017 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

75. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel Committee held on 9<sup>th</sup> August 2017 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

76. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31<sup>st</sup> July 2017 was submitted for information (a copy attached at end of these Minutes).

77. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Poultney, seconded by Councillor Harris, and  
RESOLVED :-

That the accounts specified in the Orders on Treasurer Nos. 5 and 5a, amounting to £74,437.60 and £51,736.97 respectively be paid, and that cheques be drawn therefor.

78. **CHAIRMAN'S ANNOUNCEMENTS**

Councillor Bonfield reported that in his capacity of Mayor he had attended the following events during the past month:-

- Swanage Cricket Club Junior Presentation Day, which had been well attended by over 80 children.
- A variety of events during Swanage Regatta and Carnival Week. Congratulations were given to the Carnival Committee, and to the Red Arrows for another outstanding display.
- Swanage Repertory Theatre performances at the Mowlem Theatre – good feedback had been received and it was hoped that Swanage Rep would return next year.
- A Church Service and Commemoration for Chief Petty Officer Ernest Pitcher VC – 100<sup>th</sup> anniversary of the action for which the VC was awarded.

79. **FUTURE MANAGEMENT OF COASTAL CHANGE IN SWANAGE – MATTERS ARISING FROM PRESENTATION BY NEIL WATSON OF THE ENVIRONMENT AGENCY**

Further to the presentation given by Mr Neil Watson during Public Participation Time, the Town Clerk reported that the Swanage & Purbeck Development Trust had lodged a funding application with the Scottish and Southern Electricity Resilience Fund, in order to raise funds for a project officer to identify solutions to the challenges of coastal change in Swanage Bay and potential town centre flooding. Questions were raised regarding the recruitment process, and ongoing management responsibility of the officer, and it was agreed that further information would be brought to a future meeting.

It was proposed by the Town Mayor and seconded by Councillor Morris:-

That support be given to the Swanage & Purbeck Development Trust, and Swanage Coastal Change Forum in identifying solutions to the challenges of sea level rise and beach recharge.

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

80. **BANDSTAND – TO CONSIDER FUTURE OPTIONS, INCLUDING PROPOSAL FROM FRIENDS OF SWANAGE BANDSTAND**

Further to Minute No. 24 of the Council Meeting held on 22<sup>nd</sup> May 2017, a meeting of the Bandstand Working Party had been held to discuss next steps, and a letter dated August 2017 was submitted from Friends of Swanage Bandstand (FoSB) outlining proposals for the restoration of the bandstand. The principal aim of FoSB's Constitution being to re-construct the cast iron bandstand in its original location in Swanage Recreation Ground. To date FoSB had received pledges of support in excess of £30,000, and was keen to work with the Council to take the restoration project forward.

A Briefing Note dated August 2017 was presented by the Town Clerk giving background information on events/actions taken to date, and setting out an initial estimate of costs to replace the bandstand like-for-like, and to carry out much-needed improvements to the surrounding amphitheatre, of £160,000. However, it was also reported that the non-replacement of the bandstand would not be cost-free. The remaining structure would need to be removed and the site improved and made safe at a cost in the region of £40-50,000.

A discussion ensued during which concerns were raised regarding the previous limited use of the bandstand, its somewhat 'hidden' position, and that consideration should be given to improving an alternative area as an outdoor performance space, e.g. Prince Albert Gardens. However, in view of the estimated costs of removing the structure, Members agreed that the Council should support the restoration project proposed by FoSB, but that a timescale for fundraising needed to be imposed.

It was therefore proposed by Councillor Suttle, seconded by Councillor Morris And RESOLVED UNANIMOUSLY:-

That the sum of £50,000 be pledged towards the Bandstand restoration project, subject to the balance being raised by Friends of Swanage Bandstand over the course of the next twelve months.

It was further RESOLVED:-

That an allowance for professional costs incurred in relation to the restoration project be authorised.

81. **INSTITUTE ROAD IMPROVEMENT SCHEME - TO CONSIDER PROPOSALS FROM DCC HIGHWAYS**

It was reported that the Council's Traffic Flow Working Party had recently met with the Project Engineer from Dorset Highways to discuss the latest draft scheme for the proposed Institute Road improvements. A copy of the original draft plan was submitted for information purposes.

A number of queries, and suggestions for amendments to the proposed scheme, had been raised at the meeting which had not yet been addressed. Members agreed that further information was required before a decision could be made on such an important scheme, and it was therefore proposed by the Town Mayor, seconded by Councillor Green and RESOLVED UNANIMOUSLY:-

That the matter be deferred for consideration at a

future meeting of the Council to enable further information to be obtained.

82. **REGISTRATION SERVICE – TO CONSIDER CONCERNS RAISED REGARDING DELAYS IN REGISTRATION OF DEATHS IN SWANAGE AND PURBECK**

Further to Minute No. 5. b) of the General Operations Committee meeting held on 9<sup>th</sup> August 2017, and as raised during Public Participation Time, consideration was given to a letter received from James Smith Funeral Directors setting out concerns held regarding the current level of service being received by the bereaved of Swanage. The letter highlighted some recent difficulties in registering deaths experienced by local families.

Discussion ensued and Members were in agreement that the County Council, as statutory provider, should be providing a complete service to accommodate the registration of births, deaths and marriages in the town, particularly in view of the geographical issues faced by local residents. A request was made for detailed appointment statistics, and the question raised as to whether every available appointment slot was fully booked. It was also agreed that these concerns should be brought to the attention of the local MP.

It was therefore proposed by Councillor Finch, seconded by the Town Mayor and RESOLVED UNANIMOUSLY:-

That a strongly worded letter be sent to Dorset Registration Service expressing the Council's disappointment with the current level of service being experienced in Swanage, a copy of which to be sent to Richard Drax MP.

Thanks were given to Mr Malcolm Green for bringing these matters to the Council's attention.

83. **BEACH HUTS – TO CONSIDER REVISED BOOKING PROCEDURES**

A Briefing Note dated July 2017 was presented by the Visitor Services Manager detailing a review of the Swanage Beach Huts, plans for 2018-19, and proposals for a range of administration and customer enhancements.

Discussion ensued during which concerns were raised regarding the proposal for a two-year block booking period, and the limited time given for receipt of deposits. However, Members were generally in favour of an online booking and payment system.

It was therefore proposed by Councillor Bishop, seconded by Councillor Lejeune, and RESOLVED UNANIMOUSLY:-

That the proposals set out in the Briefing Note entitled 'Beach Hut Review and Proposals for 2018-19', be approved and adopted, subject to extension of the deposit period, and removal of the proposed two-year block booking period .

84. **REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

There were no matters to report from representatives on outside organisations during the past month.

85. **REPORTING OF DELEGATED MATTERS**

There were no delegated matters to report at the present time.

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

**Items of Information**

- (a) A reminder was given that the next Monthly Council Meeting would be held in The Centre, Chapel Lane, on Monday 25<sup>th</sup> September 2017. Consideration would also be given to holding some future meetings at other venues in the town, including the Emmanuel Baptist Church Hall, and All Saints Church Hall.
- (b) It was noted that Richard Drax MP would be invited to meet Councillors to discuss matters of concern to local residents. Councillors were asked to inform the Town Clerk of suggested items for discussion.

**Matters for Forthcoming Agendas**

- (a) A request was made for consideration to be given to the possible remarketing and renaming of the Swanage Recreation Ground.

It was reported that the following matters would be deferred for consideration at the next meeting of the Council to be held on 25th September 2017.

87. **BOWLING GREEN, BEACH GARDENS**

- (a) **Swanage Bowls Club – Lease terms and VAT implications**
- (b) **Award of tender for artificial surface**

88. **PUBLIC TOILET REFURBISHMENT SCHEME – TO AUTHORISE TENDER PROCESS**

The meeting concluded at 8.20 p.m.

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