

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on  
**MONDAY 25<sup>th</sup> JUNE 2018** at 7.00 p.m.

PRESENT:-

Councillor M. Bonfield (Town Mayor) – Chairman

Councillor J. Bishop  
Councillor C. Finch  
Councillor G. Green  
Councillor A. Harris  
Councillor G.A. Marsh  
Councillor T. Morris  
Councillor S. Poultney  
Councillor G.M. Suttle  
Councillor W. Trite  
Councillor M. Whitwam

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

Father Paul Keys, from St Edward's Catholic Church, offered a short prayer before the commencement of the Meeting.

Before opening the Meeting, the Chairman welcomed members of the public.

**Public Participation Time**

The following matters were raised during Public Participation Time:-

- Festive lights – further to Minute No. 155 of the Council Meeting held on 27<sup>th</sup> November 2017, the Switch on Swanage Group had now been disbanded and a cheque for £3,679.10 was presented by Mrs Cherry Bartlett on behalf of the group to the Town Council as a ring-fenced fund for future lighting displays in the town.
- A query was raised regarding the process for referring delegated planning applications to the District Council's Planning Committee. It was confirmed that such a request could be made through the town's District Councillors, and it was recommended that members of the public referred any concerns through them if appropriate. A request was made for details of the referral process, and STC's responsibilities as a consultee when considering planning applications, to be included in a future Swanage Matters newsletter.

The meeting opened at 7.15 p.m.

30. **APOLOGIES**

An apology for her inability to attend the Meeting was received from Councillor Lejeune.

31. **DECLARATIONS OF INTEREST**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with paragraphs 9 - 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011.

**Agenda Item No. 16** – Councillor Suttle declared a pecuniary interest under the Code of Conduct by reason of a business association with the contractor.

**Agenda Item No. 4 b)** - Councillor Marsh declared a non-pecuniary interest under the Code of Conduct by reason of being Vice Chair of the District Council's Planning Committee.

32. **MINUTES**

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

That the Minutes of the Annual Meeting of the Council held on 21<sup>st</sup> May 2018 be approved as a correct record and signed.

(b) Proposed by Councillor Bishop, seconded by Councillor Green, and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Special Meeting of the Council held on 30<sup>th</sup> May 2018 be approved as a correct record and signed.

33. **TRANSPORT COMMITTEE**

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

That the Minutes of the Meeting of the Transport Committee held on 30<sup>th</sup> May 2018 be approved as a correct record and signed.

Consideration was given to the recommendation contained in the Minutes:-

4. **DORSET COUNTY COUNCIL (DCC) – HIGHWAY MATTERS**

(b) **Updates from previous meetings**

(ii) **Rempstone Road – Request for contribution towards the costs of removal of redundant dropped kerb**

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

That approval be given to a contribution of up to £400 to Dorset County Council towards the costs of removing the redundant dropped kerb in Rempstone Road.

34. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 4<sup>th</sup> June 2018 be approved as a correct record and signed.

Consideration was given to the recommendation contained in the Minutes:-

3. **PLANS FOR CONSIDERATION**

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

That the Town Council sends a letter of concern to the leaseholder of the Swanage Bay View Holiday Park, and the Fire Service, seeking assurance regarding the potential fire risks, and associated

hazards, that such a sizeable number of UPVC and wooden structures in close proximity to one another could have in Swanage Bay View Holiday Park.

35. **STATEMENT OF CASH BALANCE**

A Statement of Cash Balance as at 31<sup>st</sup> May 2018 was submitted for information (a copy attached at end of these Minutes).

36. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Poultney, seconded by Councillor Bishop, and  
RESOLVED UNANIMOUSLY:-

That the accounts specified in Payment Schedule 3, amounting to £335,474.75, be authorised.

37. **CHAIRMAN'S ANNOUNCEMENTS**

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

- A reception at the Town Hall for the Speaker's Chaplain, Reverend Rose Hudson-Wilkin.
- Emmanuel Baptist Church and Centre's 'Art on the Pier Head Hoardings Project' to unveil the paintings.
- St Mary's RC Primary School's School Council Meeting with Councillor Green, which was held in the Town Hall Chambers.
- Purbeck View School's new flag raising ceremony.
- Swanage & Purbeck Rotary President's Night.
- Swanage Sea Rowing Club Regatta trophy presentations.
- Swanage Town & Herston Football Club's Presentation Night.
- Swanage Bowls Club's 90<sup>th</sup> Anniversary celebrations along with fellow Councillors, which included a bowls match between the Club and the Town Council.
- Purbeck District Council's flag raising ceremony to mark the start of Armed Forces Week.
- Swanage Railway – presentation of the Queen's Award for Voluntary Service award to six volunteers by HRH The Duke of Gloucester, followed by the unveiling of a new plaque.

A reminder was given about the Annual Swanage Civic Service which was being held in St Mary's Parish Church on Sunday 1<sup>st</sup> July 2018 at 3.00 p.m. All were invited to attend this celebratory community service, which would be followed by tea and cakes on the church lawn.

38. **PROPOSED TRAFFIC REGULATION ORDERS, VARIOUS ROADS IN SWANAGE – TO CONSIDER PROPOSALS FROM DCC HIGHWAYS**

Consideration was given to an email dated 14<sup>th</sup> June 2018 received from DCC Highways which detailed proposals for new waiting restrictions in Victoria Avenue and Prospect Crescent, Rempstone Road, and the High Street (near Heather Close), and requested confirmation that the Town Council would be in support of the proposals. The proposals would then be publicly advertised accordingly. Each proposal was discussed in turn as follows:-

- **Victoria Avenue/Prospect Crescent** – during the discussion concerns were raised regarding the traffic congestion and passing issues regularly seen in this area, which were exacerbated by regular instances of indiscriminate parking on the pavements. Further concerns were raised regarding a development of 20 new dwellings being constructed nearby, and the lack of parking facilities within the

new estate. Victoria Avenue was a very busy main route into the town, with traffic increasing considerably in the summer months, and Members were in support of the proposed restrictions being implemented. It was noted that the properties along this stretch of road all had off-road parking areas.

It was therefore proposed by the Town Mayor and AGREED:-

That the Town Council supports the introduction of new parking restrictions in Victoria Avenue and Prospect Crescent, as set out in the plan supplied by Dorset County Council.

- **Rempstone Road** - during the discussion reference was made to previously approved improvement works for this junction, which would have seen the parking restrictions on either side of the junction with the Gilbert Road service road extended to increase visibility for motorists when exiting the lane.

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

That the Town Council supports the introduction of new parking restrictions in Rempstone Road, as set out in the plan supplied by Dorset County Council.

An Amendment was moved by Councillor Trite and seconded by Councillor Green:-

That the Town Council supports the introduction of new parking restrictions in Rempstone Road, to the limited extent required to ensure safe egress from the Gilbert Road service lane.

Upon being put to the Meeting, SIX Members voted IN FAVOUR of the Amendment, TWO Members voted AGAINST and there were THREE ABSTENTIONS, whereupon the Amendment was declared CARRIED.

The Amendment was then put as a SUBSTANTIVE MOTION and declared CARRIED, with SIX Members voting IN FAVOUR of the Substantive Motion, TWO Members voting AGAINST and there were THREE ABSTENTIONS.

- **High Street** – during the discussion concerns were raised regarding the difficulties experienced by motorists in this area when exiting Cecil Road and Heather Close onto the High Street due to parked vehicles on the south side of the High Street. It was therefore proposed by the Town Mayor, and seconded by Councillor Trite:-

That the Town Council supports the introduction of new parking restrictions in the High Street, as set out in the plan supplied by Dorset County Council.

Upon being put to the Meeting, NINE Members voted IN FAVOUR of the Proposition and there were TWO ABSTENTIONS, whereupon the Proposition was declared CARRIED.

39. **PROPOSED PUBLIC PATH DIVERSION ORDER – APPLICATION FROM RNLI RE. LIFEBOAT STATION AT PEVERIL POINT**

Consideration was given to a pre-application consultation from the RNLI for a Public Path Diversion Order to divert part of the public footpath at Peveril Point. The

diversion was being requested following the recent completion of the new lifeboat facilities, and in the interests of pedestrian safety. The diverted part of the path would run immediately in front of the new lifeboat house, instead of running underneath the structure of the lifeboat slipway.

A brief discussion ensued during which Members were in support of the diversion being made. Four response options were provided, option one being the preferred response whereby the Council raised no objection but reserved the right to object to the proposals at a later date.

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

That the Town Council raises no objection to the proposed diversion at this stage, but reserves the right to do so at a later date if deemed appropriate.

40. **EVENTS – REQUESTS FOR USE OF TOWN COUNCIL PROPERTY IN RELATION TO FORTHCOMING EVENTS**

Consideration was given to a schedule prepared by the Visitor Services Manager (VSM) detailing requests for the following new events, which were discussed in turn:-

- (a) **North Beach or Main Beach car park** – Friends of Durlston fundraising car wash, 22<sup>nd</sup> September 2018.

As per Minute No. 61 (a) of the Monthly Council Meeting held on 31<sup>st</sup> July 2017, permission had previously been given for such an event to be held in Main Beach car park, although this had not gone ahead as planned.

Following a brief discussion it was proposed by the Town Mayor, seconded by Councillor Marsh, and **RESOLVED UNANIMOUSLY:-**

That delegated authority be given to the Town Clerk and the Operations Manager, in consultation with the Town Mayor and Deputy Mayor, to review the request in greater detail, and liaise with the event organiser accordingly, prior to making a decision.

- (b) **Swanage Bandstand** – Phoenix Brass Band, 5<sup>th</sup> August 2018.  
It was proposed by Councillor Green, seconded by Councillor Harris, and **RESOLVED UNANIMOUSLY:-**

That the request from Phoenix Brass Band, as set out in the schedule prepared by the VSM, be approved, subject to submission of the required documentation at the appropriate time.

- (c) **Prince Albert Gardens** – Purbeck Film Festival outdoor cinema, 20<sup>th</sup> or 27<sup>th</sup> July 2018.

It was proposed by Councillor Finch, seconded by Councillor Green, and **RESOLVED UNANIMOUSLY:-**

That the request from Purbeck Film Festival, as set out in the schedule prepared by the VSM, be approved, subject to submission of the required documentation at the appropriate time.

Councillor Marsh declared a personal interest in the following item as a Trustee of the Mowlem Theatre.

- (d) **Shore Road Hardstanding** – Swanage Rep Theatre Company promotional activities/ticket sales, 29<sup>th</sup> July and 4<sup>th</sup>, 5<sup>th</sup>, & 6<sup>th</sup> August 2018.  
During the discussion reference was made to the Town Council's policy that the

hardstanding was only offered to community groups and charities to hold stalls for fundraising activities, and not to commercial businesses.

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

That the request from Swanage Rep Theatre Company, as set out in the schedule prepared by the VSM, be refused

Upon being put to the Meeting, SEVEN Members voted IN FAVOUR of the Proposition and there were FOUR ABSTENTIONS, whereupon the Proposition was declared CARRIED.

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

(a) Councillor Whitwam reported on the following matters:-

- **Pub Watch Group** – Councillor Whitwam was again pleased to report that no incidents had been reported, therefore no meeting of the group had been convened.
- **Swanage Pier Trust AGM 15<sup>th</sup> June 2018** – a progress report had been provided on the pile replacement and restoration project being undertaken at the Pier. It was anticipated that the works would be completed during July in readiness for the main summer season.

(b) Councillor Morris reported that he had attended the following meeting:-

- **Dorset Health Scrutiny Committee Task and Finish Group 1<sup>st</sup> May 2018** – further to Minute No. 22 (b) of the Annual Council Meeting held on 21<sup>st</sup> May 2018, it was reported that the Task and Finish Group would now be reconvening on 4<sup>th</sup> July 2018 to reopen discussions/consider a review of Dorset NHS CCG's proposals.

42. **REPORTING OF DELEGATED MATTERS**

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

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

**Items of Information**

- (a) Lower High Street, junction with Seymer Road – a query raised regarding parking issues in this area which had been reported to the Town Council. It was confirmed that details had been passed to the Community Highway Officer Team Leader, DCC.
- (b) DAPTC Survey on Local Government Reorganisation – further to Minute No. 19 of the Annual Council Meeting held on 21<sup>st</sup> May 2018 it was reported that no feedback regarding the outcome of the survey had been received as yet.
- (c) The Centre Management Board – further to Minute No. 20 (b) of the Annual Council Meeting held on 21<sup>st</sup> May 2018 Councillor Bishop was pleased to report that the dispute over a sizeable water bill had now been resolved.
- (d) Swanage Railway and South Western Railway in partnership – a trial summer Saturdays rail service would be running direct from Salisbury to Corfe Castle this year from 26<sup>th</sup> May until 8<sup>th</sup> September 2018. It was hoped that the 90-day trial diesel train service from Swanage to Wareham would also return in 2019.
- (e) Licensing – Dubwood Ltd – Wilkswood Farm Reggae Festival, Wilkswood Farm, Valley Road, Swanage, BH19 3DU – further to Minute No. 5 a) of the Planning and Consultation Committee Meeting held on 4<sup>th</sup> June 2018, it was

reported that a mediation meeting had taken place between STC, the Licensing Officer, and the event organiser. It was anticipated that attendee numbers to this year's festival would be similar to last year, and in light of information provided at the meeting, the Council had agreed that a licensing hearing would not now be necessary. However, the Council wished its concerns to remain on file, and would monitor future events.

#### **Matters for Forthcoming Agendas**

- (f) Superfast Dorset – Broadband for our Future – it was reported that Penny Syddall, Communications Team Leader, Superfast Dorset Team, DCC, would be giving a short presentation at the next Council Meeting on 23<sup>rd</sup> July 2018.

#### **EXCLUSION OF PRESS AND PUBLIC**

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

That, under Standing Order No. 1 c), in the public interest, the press and public be excluded from the Meeting in view of the confidential nature of the business to be transacted under agenda items 14, 15 and 16 for reasons of legal and commercial confidentiality.

44. **PROJECT MANAGEMENT – TO APPOINT CONTRACT ADMINISTRATORS TO OVERSEE PROCUREMENT IN RELATION TO BANDSTAND REFURBISHMENT**

Further to Minute No. 292 of the Council Meeting held on 30<sup>th</sup> April 2018, consideration was given to the appointment of of contract administrators to manage the procurement process in respect of the refurbishment of the Bandstand and the surrounding amphitheatre.

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

That, (in line with the Town Council's Financial Regulations - Contracts 12.1.a.ii), Dorset Property be appointed contract administrators in respect of the bandstand refurbishment project at a maximum cost of £5,750.

45. **ACQUISITION OF NEW DEPOT AT ANVIL CENTRE, PROSPECT BUSINESS PARK – PROGRESS REPORT FROM LEGAL ADVISERS**

Further to Minute No. 293 of the Monthly Council Meeting held on 30<sup>th</sup> April 2018, an update on the acquisition of units at the Anvil Centre was provided. The position was noted.

Further to his declaration of interest under Minute No. 31, Councillor Suttle left the room during consideration of the following item.

46. **PUBLIC CONVENIENCE CLEANING CONTRACT – VARIATION TO INCLUDE CLEANSING OF NEW FACILITIES AT BEACH GARDENS AND MAIN BEACH CAR PARK**

Consideration was given to a letter from J.D. Facilities Ltd dated 15<sup>th</sup> June 2018 notifying the Council of an increase in the cost of the public toilet cleaning contract as a result of the opening of new DDA compliant facilities at Beach Gardens and Main Beach car park.

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

That, (in line with the Town Council's Financial Regulations - Contracts 12.1.a.iv), approval be given to an annual increase in the cost of the public convenience cleaning contract of £3,094 + VAT.

The meeting concluded at 8.20 p.m.

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