

Minutes of the **MONTHLY MEETING** of the Swanage
Town Council held at The Centre, Chapel Lane, Swanage
on **MONDAY, 25th SEPTEMBER 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 G.M. Suttle

Councillor W.S. Trite

Councillor M. Whitwam

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

Revd Andrew Corke, from All Saint'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:-

- Concerns reiterated regarding the results of NHS Dorset Clinical Commissioning Group's Improving Dorset's Healthcare Public Consultation, and the decisions made at the Special Meeting of the Governing Body held on 20th September 2017.
The Chairman explained that, like local residents, the Town Council had been a consultee only, and that the Council had fully considered the issues raised and followed due process.
- Delay in issuing Swanage Matters newsletter.

95. **APOLOGIES**

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

96. **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.

Agenda Item No. 11. (a) – Councillor Bonfield declared a non-pecuniary interest under the Code of Conduct by reason of being a regular long-term beach hut user.

97. **MINUTES**

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

That the Minutes of the Monthly Meeting of the Council held on 21st August 2017 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 Extraordinary Meeting of the Council held on 6th September 2017 be approved as a correct record and signed.

98. **GENERAL OPERATIONS COMMITTEE**

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

That the Minutes of the Meeting of the General Operations Committee held on 9th August 2017 be approved as a correct record and signed.

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

5. **CEMETERY MATTERS**

(a) **Pre-purchase of grave spaces by family of deceased –
Establishment of a time limit**

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

That the cemetery regulations be amended to permit the purchase of a neighbouring burial plot by an immediate family member of the deceased, as long as the plot is still available, and that delegated authority be given to the Town Clerk to use his discretion on a case by case basis.

99. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 4th September 2017 be approved as a correct record and signed, subject to Minute No. 2) being amended to read: Planning application No. 6/2017/0416 4 Hillview Road, Swanage, BH19 2QX - Councillor Harris declared a non-pecuniary interest under the Code of Conduct by reason of being an acquaintance of an immediate neighbour, and planning application No. 6/2017/0418 10 Hillsea Road, Swanage, BH19 2QN – Councillor Harris declared a non-pecuniary interest under the Code of Conduct by reason of being a friend of an immediate neighbour.

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.

There were no recommendations brought forward from the Committee.

100. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel
Committee held on 8th September 2017 be approved
as a correct record and signed.

There were no recommendations brought forward from the Committee.

101. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31st August 2017 was submitted for
information (a copy attached at end of these Minutes).

102. **PAYMENT OF ACCOUNTS**

It was reported that in line with the Council's Financial Regulations the Finance
Manager had introduced a new format for reporting the payment of accounts. The
Payment Schedule now listed payments by 'type', namely cheques, Direct Debits/
Standing Orders, and Bacs.

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

That the accounts specified in Payment Schedule 6,
amounting to £149,929.07 be authorised.

103. **CHAIRMAN'S ANNOUNCEMENTS**

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

- Prospect Allotment Association annual summer show and presentation.
- 'Songs of Praise' evening service at St Mary's Church, which had raised £300 for the charity Swanage Area Dementia Friendly Community.
- Swanage Sailing Club Commodore's Reception.
- Purbeck District Council's Civic Day.
- The Special Meeting of the Governing Body of NHS Dorset Clinical Commissioning Group.
- Friends of Swanage Hospital AGM.
- The licensing of the new team rector, the Very Reverend John Mann, at St Mary's Church.
- 20th Anniversary lunch of the Swanage Stroke Club.
- Retirement presentation for Town Council gardener, Mr Charlie Diffey, who had retired after 47 years service, an achievement which was to be congratulated. Thanks and best wishes were extended to Mr Diffey accordingly.

104. **MEETING WITH RICHARD DRAX M.P. - UPDATE**

Further to Minute No. 86 (b) of the Council Meeting held on 21st August 2017, Town Councillors had now met with Richard Drax MP and the following matters had been raised and discussed at the meeting:

- NHS Dorset Clinical Commissioning Group proposals.

- Registration service.
- Ambulance service.
- Limited public transport in Purbeck, and cost of school transport to Wareham.
- Broadband speed in Swanage.
- Schools funding.
- Police merger proposals.
- Local government reorganisation/unitary authority proposals.
- The possible ‘capping’ of Town and Parish Councils.
- The possibility of business rate relief on public conveniences.
- Proposed changes to investment regulations and data protection legislation.

Councillors reported that it had been a worthwhile meeting, the MP had taken on board the concerns raised, and would be raising these with the relevant organisations on behalf of the Council accordingly. The MP also confirmed that he would be willing to meet with Councillors every six months.

105. **NHS DORSET CLINICAL COMMISSIONING GROUP – TO REPORT FROM SPECIAL GOVERNING BODY MEETING HELD ON 20TH SEPTEMBER 2017**

The results of the NHS Dorset Clinical Commissioning Group’s Improving Dorset’s Healthcare Public Consultation had been published, and the Governing Body of NHS Dorset CCG had met on 20th September 2017 to make a number of decisions on proposed changes to local healthcare as part of the Clinical Services Review.

It was reported that, in response to the results, the Town Council had again written to the CCG reiterating the grave concerns raised by local residents and the Council regarding the proposals, and a response was awaited.

The Town Mayor and Councillor Harris had attended the two-hour meeting, and reported that only one minor amendment to the proposals had been made. However, it was noted that the CCG was seeking to commission a consultant-led maternity and paediatric service integrated across Dorset County Hospital and Yeovil District Hospital, for the Dorset population, which would be considered by both hospitals.

Councillors expressed their disappointment regarding the decisions made, and concerns were reiterated regarding ambulance response times to Swanage, and the high level of congestion seen on roads between Swanage and the Royal Bournemouth Hospital, which could potentially put more lives at risk.

Copies of both letters sent to the CCG by the Town Council would be published on the Council’s website and Facebook page.

106. **BANDSTAND – TO REPORT UPDATE FROM WORKING PARTY**

It was reported that a further Meeting of the Bandstand Working Party had been held, with Friends of Swanage Bandstand (FoSB) in attendance, and progress was being made with the restoration project proposals. FoSB would now be stepping-up fundraising activities, and one member of the group had been nominated to take forward FoSB’s Heritage Lottery Fund bid. FoSB would continue to liaise with Town Council officers for assistance as and when required.

107. **BEACH HUTS**

(a) **To consider scale of charges 2018/19**

It was reported that, due to staff sickness, beach hut usage information for 2016/17 and 2017/18 was not available, and would be required to inform discussions regarding the proposed scale of charges for 2018/19.

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

That this matter be deferred for consideration at a future meeting of the Council.

- (b) **To authorise budget for purchase of new online booking system software**
Consideration was given to proposals for the procurement of a more advanced beach hut booking software solution, as contained in a Briefing Note prepared by the Visitor Services Manager (VSM) dated September 2017. An increase in budget of £3,200 was required, and the report highlighted the benefits of introducing such a system, which could be expanded to include other Council activities in the future, e.g. Beach Gardens and the Boat Park.
Proposed by Councillor Finch, seconded by Councillor Marsh, and
RESOLVED UNANIMOUSLY:

That an increase in budget of up to £3,200 be approved to enable the Visitor Services Manager to procure new online booking system software that meets the requirements as laid out in the Briefing Note dated September 2017.

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

- (a) Councillor Whitwam reported that he had attended meetings of the following organisations during the past month:-
- **Purbeck Rail Partnership** – the 2017 trial service from Swanage to Wareham had been very successful, and an update was given on plans for a further 90-day trial service in 2018 using the Railway’s own rolling stock.
 - **Purbeck Transport Action Group** – discussions were ongoing regarding cycle races/timed events held in Purbeck, and possible new guidelines for event organisers. There was no update on Morebus services planned for 2018 at this time.
 - **Pub Watch** – there were no incidents to report.
- (b) Councillor Green reported on an end of season bowls match with Swanage Bowls Club, which had been attended by Councillors and Council staff. An enjoyable time was had by all.
- (c) Councillor Finch reported that the Chamber of Trade’s AGM would be held on 9th October 2017. Feedback had been received that local businesses had had a good summer season this year, events in the town had been well organised/attended, and Councillor Finch and the Visitor Services Manager had recently undertaken a successful ‘meet and greet’ at Swanage Railway Station, handing out maps to circa 400 visitors who had travelled to Swanage from Waterloo. Some employers had reported experiencing difficulties in recruiting seasonal staff, potentially as a result of the limited supply of affordable accommodation.
- (d) Councillor Lejeune gave an update on the Dorset Youth Council, projects and opportunities in Dorset for young people, and the Dorset Award programme.

109. **REPORTING OF DELEGATED MATTERS**

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

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

Items of Information

- (a) The poor condition of the road surfaces in Steer Road and Townsend Road was discussed, and a request made for officers to make contact with DCC to ensure that these roads had been included in the resurfacing schedule for 2017/18.

Matters for Forthcoming Agendas

- (a) Transport Committee Agenda - Cow Lane - to consider traffic calming measures on Town Council owned part.
- (b) Broadband connectivity in Swanage – this matter would be discussed at the next Communications Strategy Working Party meeting on 9th October 2017. A request was also made for an invitation to be extended to DCC's Superfast Dorset Team to present at a future meeting.
- (c) A request made for consideration to be given to the possible reinstatement of the Prince Albert Memorial.
- (d) Conclusion of Audit 2016/17 - BDO LLP External Audit Letter.

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 15, 16, 17 and 18 for reasons of commercial confidentiality.

111. **EMERGENCY REPAIRS TO PARISH SLIPWAY – AWARD OF CONTRACT**

Consideration was given to information supplied by the Operations Manager regarding emergency repairs required to the parish slipway, prior to the onset of winter. This related to damage caused by Storm Angus in November 2016. It was noted that Purbeck District Council had engaged Earlcote Construction earlier in the year to undertake repairs to the sea wall, and that it had been understood that the work to the parish slipway was to have been included in that contract. Unfortunately, however, that had not been the case and the work was now urgent.

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

To suspend Financial Regulation 12)h) on the grounds of urgency.

It was further RESOLVED:

That Earlcote Construction be engaged to undertake the urgent repairs to the parish slipway, at an estimated cost of £8,000.

112. **INSTALLATION OF ARTIFICIAL BOWLING GREEN, BEACH GARDENS – UPDATE ON TENDER PROCESS**

Further to Minute No. 94 of the Extraordinary Council Meeting held on 6th September 2017, the Town Clerk provided an update on recent discussions between Swanage Bowling Club and the Council's Sports Facilities Working Party. It was noted that the Bowling Club had offered an increased contribution towards the estimated cost of installing the artificial surface.

Pending receipt of further professional advice regarding the VAT implications of this project, it was agreed that the matter be deferred to the next meeting of the full Council.

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

Further to Minute No. 51 of the Council Meeting held on 26th June 2017, it was reported that plans had now been drawn up in respect of all of the four proposed public toilet block refurbishments, at Beach Gardens, the Town Hall, King George's and Mermond Place. It was noted that the total estimated budget cost was £292,000. This was significantly higher than the sum included in the capital programme during budget setting, principally due to the addition of the Beach Gardens and Mermond Place schemes.

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

To authorise the Town Clerk to proceed with a tender process, in compliance with the Public Contracts Regulations 2015.

Councillor Marsh declared a non-pecuniary interest in the following item under the Code of Conduct by reason of a long-standing connection with Swanage RNLI.

114. **RENT REVIEWS – TO CONSIDER RECOMMENDATIONS FROM COUNCIL'S VALUER**

(a) **Former Coastguard Building and Ammunition Store, Peveril Point Road**

It was noted that the RNLI's leases for the former coastguard building, ammunition store and related car parking spaces on Peveril Point Road had expired in February 2017. Consideration was given to a request to renew the leases, together with advice from the Council's valuer regarding the rent to be charged.

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

To agree to renew the leases of the former coastguard building, ammunition store and related parking on Peveril Point Road, and to accept the valuation advice to increase the total rent payable to £10,500 per annum.

(b) **Wilts and Dorset Bus Depot, Kings Road**

Consideration was given to correspondence from the council's valuer regarding a rent review due on the Bus Depot, Kings Road. The lease had been entered into in 1993 for a term of 54 years, and was subject to five-yearly rent reviews. It was agreed that the matter be deferred to a future council meeting, pending the receipt of further information.

The meeting concluded at 8.15 p.m.
