



**Minutes of the Annual General Meeting of the
Swanage Town & Community Partnership held at
The Mowlem Community Room, Swanage
on FRIDAY 18th JULY 2014 @ 2.15 p.m.**

Present:

Councillor Mrs Ali Patrick, STC and Outgoing Chairman STCP
Kim Gallagher, Outgoing Vice Chairman STCP
Councillor Bill Trite, STC & DCC
Niki Clark, Management Support Officer STC
Diane Bemand, Purbeck District Council
Keith Childs, Purbeck District Council
David Bale, Mowlem Institute Charity
Laurence Gloyn-Cox, Swanage Coastal Change Forum
Mel Norris, Swanage Senior Forum; Jazz Festival; Museum
Mike Stollery, Purbeck Society; Town Twinning; Swanage Railway
Carl Styants, The Swanage School
Robin Brasher, Isle of Purbeck Model Railway Group; Purbeck Transport Action Group
Alan Power, Swanage & Purbeck Hospitality Association
Karen Delahay, Swanage & Purbeck Hospitality Association
Collette Drayson, Swanage & Purbeck Hospitality Association
Maggie Hardy, NHS Dorset Clinical Commissioning Group
James Sinclair Taylor, Purbeck Development Trust
Bob Foster, Rotary; Governor, St Mark's School; Swanage Development Trust
Peter Clark, Cricket Club
Tony Bennett. Prospect Allotments

Also in attendance:

Four members of the public.

1. **Welcome**

The Chairman, Councillor Mrs Ali Patrick, welcomed all Partners to the meeting. Thanks were given to the Mowlem for the use of the Community Room.

2. **Apologies**

Apologies for their inability to attend the Meeting were received from Dr M Ayres (STC), Mr T Hobson (Swanage School), Miss A Fay (Youth Club), Mrs R Martin (St Marks), Mrs M Andrews (POPP/PGN), Mrs C Finch (Chamber of Trade), Mr D Morton (POPP/SSF) and Mr N Hardy (RNLI).

3. **Election of Chairman**

Proposed by Councillor Mrs Ali Patrick and agreed unanimously, that Mrs Kim Gallagher be appointed Chairman for the ensuing year.

4. **Election of Vice Chairman**

Proposed by Mrs Kim Gallagher and agreed unanimously, that Councillor Mrs Ali Patrick be appointed Vice Chairman for the ensuing year.

5. **Election of Honorary Treasurer/Secretary**

Proposed by Kim Gallagher and agreed unanimously, that Dr Martin Ayres, Town Clerk, to continue in his role as Honorary Treasurer/Secretary.

6. **Appointment of Auditor**

It was reported by the Chairman that Darkin Miller Limited, accountants, had been appointed as Auditor for the ensuing year, all were in agreement with this appointment.

7. **Chairman's Annual Report**

The Chairman reported that ST&CP had continued to work closely with Swanage Town Council and Purbeck District Council on the Swanage Local Plan and recent consultation activity. To date a Steering Group had been set up and is operating. The first stage of community consultation had been completed and workshops held to start turning ideas into policy options.

It was further reported that ST&CP had been working on the creation of a Swanage Development Trust that would be able to access funding and assets, to help deliver key priorities for Swanage, not available to local authorities. The SDT had now been incorporated as a Company limited by guarantee and was currently seeking charitable status. Following an approach by the Purbeck Development Trust, which had similar aims locally, a merger had now been agreed which had the benefit of adding business skills and access to a number of local projects. It was noted that a briefing note had been circulated at the meeting containing further information.

Projects currently in progress and under consideration included a gardening project for vulnerable adults, the purchase of the old part of St Mark's School, promoting and facilitating ideas for the creation of a multi-function centre and acting as a facilitator in bringing together ideas for a Heritage/Visitor Centre, Sea Defence and Access from the Sea.

8. **Statement of Audited Accounts 2013/14**

A copy of the Certified Annual Report for the year ended 31st March 2014 was provided and a brief overview given. During the course of the financial year the Partnership did not apply for or receive any grants or contributions.

Financial activity was limited to two payments to Humphries Kirk solicitors, totalling £1,061, for obtaining legal advice regarding the Incorporation of the Swanage Development Trust, and the reversal of a £10 provision for a refund of bank charges.

9. **Swanage Local Plan Consultation Update**

A power point presentation was given by Purbeck District Council which included a report on the outcome of public consultation on the Swanage Local Plan, a summary of the responses received and highlighted issues and options that had been raised during the consultation.

It was reported that a total of 883 responses were received, representing a return of around 8% which was considered to be very good for a planning consultation. Responses were received from over 20 statutory bodies and organisations, including Natural England and English Heritage.

Concerns were raised regarding highways and increase in traffic volumes, and it was noted that the Swanage Local Plan is still a 'work in progress', workshops will continue and opinions and evidence will be assessed before any decisions can be made. The next steps will include:

- Reporting the findings of the consultation to the partners during September 2014 (Purbeck District Council, Swanage Town Council and the Swanage Town and Community Partnership).
- Publishing the consultation report
- Conducting further technical assessment of the various development options currently under consideration.
- Producing a report to detail the results of the technical assessments and to confirm the options to take forward.

The consultation report will be available for viewing in due course via the Dorset for You website, or in hard copy form from the Town Hall, Swanage.

For further information please also see the Dorset for You website:

www.dorsetforyou.com/swanage-local-plan.

Thanks were given by the Chairman to Keith Childs and Diane Bemand of Purbeck District Council for their work on the Swanage Local Plan and the presentation.

10. **Minutes of the Quarterly Meeting held on 1st April 2014**

Proposed that these were a true record by Bob Foster, seconded by Colin Brixton and agreed unanimously.

11. **Matters arising from Minutes of the Meeting held on 1st April 2014**

7) Partners' Updates

Youth Centre – it was reported that a letter of support had been sent to Mrs Vanessa Glenn, Head of Family Support at Dorset County Council, advising that the Swanage Town & Community Partnership was fully supportive of protecting this important and valuable service in the town. It was further advised that a copy of this letter had been requested by the Town Councillors to review and discuss at a future Council Meeting.

Swanage Town Council – Update requested regarding the InfraStrata plc proposed oil and gas drilling well. It was reported that a meeting had taken place between STC, InfraStrata and the Police, and a brief update was given. It was confirmed that they would be using conventional drilling methods and it would not involve hydraulic fracturing. The groundwork should commence later this year, with the rig and drilling works proposed for Autumn/Winter 2015/16. Concerns were raised regarding increased traffic in Steer Road, Cow Lane, the High Street and through Corfe Castle and it was reported that InfraStrata had undertaken traffic surveys and the information from these was publicly available. It was further advised that a letter had been received from the CEO of InfraStrata confirming the above and if anyone would like a copy of this letter, it could be obtained by contacting STC accordingly. It was noted that further information is available at www.infrastrata.co.uk.

12. **Swanage Development Trust Update**

An update was given regarding the planned merger between the Swanage Development Trust and the Purbeck Development Trust. James Sinclair-Taylor of the PDT assists Charities through his work as a solicitor and would be overseeing the merger, and also the Trust's application for charitable status to the Charity Commission.

It was reported that once the Trust had obtained Charity status then memberships could be created. Any organisation would then be able to become a party to SDT and hold a voting membership. Membership would also be opened up to the villages surrounding Swanage as the Trust would be looking at developing projects in and around the area, not just Swanage.

Reference was made to the Lyme Regis Community Plan model, details of which can be accessed through the Lyme Regis Town Council website.

To complete the application to the Charity Commissioners, a further £650 +VAT would be required for solicitors' fees and the SDT would also need to evidence financial support of at least £5,000 in its bank account. A request for funding from ST&CP was therefore discussed, as set out in Agenda Item 13. below. Briefing notes detailing the background and relationship and management structure of SDT, together with the request for funding from ST&CP, were provided by the Chairman of SDT.

13. **Financial Management of Swanage Town & Community Partnership Funds**

Consideration was given to an application which had been received from SDT for funding. A briefing note was provided by the Chairman of the SDT detailing the request. The SDT required up to £650 + VAT to complete the application to the Charity Commission, a balance of at least £5,000 in its bank account as evidence of funding to support the application for charity status, and also requested up to a further £15,000 draw down facility for administrative and marketing purposes, and to fund the execution of smaller projects detailed in the briefing note.

It was the general consensus of the Partners that funds should not be spent before the community had decided what projects to progress/proceed with. It was therefore proposed by Mr M Stollery, seconded by Mr A Power and **RESOLVED UNANIMOUSLY:**

That the Swanage Town & Community Partnership approve the funding of up to £650 + VAT and a further sum of £5,000 to the Swanage Development Trust with immediate effect. The additional funding of up to £15,000 was also approved, subject to it being formally agreed by the Partnership Executive and reported to the Partnership showing that any expenditure clearly met community priorities.

14. **Proposed purchase of St Mark's School**

It was reported that the SDT had been in discussion with the Diocese of Salisbury and their agents Savills regarding the purchase of the old, 1855 portion of St Mark's Primary School for community use for education purposes (adult training), collaborative working and business start-ups. The Diocese was not prepared to talk to SDT until it had full Planning Permission for an alternative use and the property was offered on the open market.

The SDT requested that ST&CP made an application for registration under the Community Right to Bid Legislation to attempt to hold up a sale of this historic building while it put together a proposal. There would then be a 6-month period to find funding for the purchase.

On behalf of the ST&CP, the SDT submitted a Community Right to Bid to Purbeck District Council on 7th July 2014, prior to the consultation event held at Herston Hall on 15th July 2014 and the ST&CP AGM on 18th July 2014.

To confirm the above action taken by the SDT, it was proposed by Councillor Mrs Patrick, seconded by Mr M Stollery and **RESOLVED UNANIMOUSLY:**

That Swanage Town & Community Partnership ratify the application submitted for registration under the Community Right to Bid Legislation on 7th July 2014.

It was further reported that the SDT would be looking into sources of funding for the proposed purchase and a progress report would follow at a future meeting.

15. **Partners' Updates**

RNLI – It was reported that the work on the new boathouse will commence 1st November 2014.

Cricket Club – It was reported that the Club had been performing well this season. Sadly, however, Sunday cricket had been struggling and the team had been folded.

National Park – Purbeck's 'Bid Pack' had now been completed and submitted to Natural England, who are awaiting a further report on heathland by the end of July 2014.

Jazz Festival – The 25th Anniversary Festival from 11th-13th July 2014 was reported as being very successful and almost at capacity. There would be a meeting next Tuesday to discuss the 26th Festival to be held in 2015. Problems were reported regarding the jazz parade barriers this year, and Police and DCC Highways regulations. Solutions to these matters need to be identified so that the jazz parade can continue in future years.

Swanage Carnival – The Carnival Procession had been arranged and would be parking up as usual in Walrond Road. It was noted that if contact with Local Authorities was necessary regarding any issues encountered when arranging such events then please also advise STC of these issues so that STC can be involved and assist.

Swanage Museum & Heritage Centre – It was reported that plans for a new museum are on-going, they have the ability to seek external funding and have funds available for this purpose. It was further reported that a meeting would be held with STC in due course to discuss plans.

The Swanage Railway – It was reported that the project to connect services to Wareham is still on course. Currently in the process of complying with numerous regulations, including Risk Assessments, Safety Regulations, Leases and Agreements, and is being overseen by Project Manager, Frank Roberts. September 2015 would see the first daily service trial commence for a period of 50 days, with a diesel train. This would increase to 90 days in 2016. Looking to support applications to build new workshops, storage facilities and covered accommodation for the engines. The "Swanage 35 Gala" was held on 12th-13th July 2014, celebrating 35 years of operating trains. The "Blue Tornado" made an appearance as guest engine.

Town Twinning – The visit to Rudesheim in June 2014 was a success, with 38 people making the trip. The return visit to Swanage in 2015 will coincide with the 2015 Swanage Folk Festival. It was also reported that the Town Twinning seat and tree were back in situ, however the plaque would appear to be missing and this would be taken up with STC accordingly.

The Purbeck Society – It was reported that disappointingly there were currently a lack of members on the committee and an appeal for new members was placed in the local Gazette recently, no response received as yet. Current memberships are paid up until the end of the year, there are six members at present, three of which would be leaving in April 2015. The last of the committee 'field trips' would be held in September 2014 with a visit to Cothelstone Manor, Taunton. The field trips had been a tradition since the society was formed in the 1850's, and there was also a large Purbeck Society archive in the Heritage Centre. It was also reported that there was no-one to run the usual winter programme of talks and meetings and, therefore, the AGM in April 2015 could be the last. The society would consider at that meeting how to disperse funds held.

Swanage & Purbeck Hospitality Association – AGM had been held In April which included hydraulic fracturing and wind farm presentations. It was reported that the committee had a new member who had previously been employed by the New Zealand Tourist Board, was a marketing specialist and would assist with SPHA new strategy and re-branding and to attract new members, who were not just accommodation providers. It was also reported that the association felt that there was a lack of awareness of what the SPHA did. New initiatives included:

- provision of training for hospitality-type work to Swanage School, which was a 12-week programme, one hour per week with students aged 15-16 years old, coupled with part-time casual work at the weekends and during school holidays, launch date January 2015
- youth development training, assisting with unemployment issues, as there was a wealth of knowledge and experience in different industries, which could be passed on by association members to these young people.

A brief account of the BBC TV programme, Harbour Lives, aired on 17th July 2014, was given. The programme focussed on Poole and the surrounding area and there was a piece on tourism and Swanage. Concerns were raised regarding the lack of information and tourism trend statistics. A tool had been developed to gather regular data and monitor trends, e.g. number of visitors, vehicles, beds sold etc, and a review of this data may be undertaken in due course by Bournemouth University on behalf of SPHA. It was noted that the SPHA would like to strengthen links between the various associations and meet more regularly to discuss ideas, PR and develop projects. It was agreed that SPHA would liaise with ST&CP Chairman to discuss further.

IOP Model Railway Group - The Group meets at Furzebrook Village Hall, currently has low attendance rates and would welcome new members. It was further reported that there was a model of Swanage Railway which would be moving to a location in Swanage.

Purbeck Walking Group – Reported good membership numbers, still circa 80+ members. Club subscription fees had reduced from £5 to £4. Walks are advertised in the local Gazette each month.

LiCCo – It was reported that the Living with a Changing Coast project/funding comes to an end in September 2014.

The Swanage School – It was reported that circa 1,000 people attended the Community Open Day on 17th May 2014 which was a success. Term ended for the summer holidays at 130 p.m. today and the first school year had seen numerous successful pupil field trips, including trips to France, surf school in Cornwall, archaeological sites and a drama event. It was reported that there had been a 30% increase in student numbers. The school is now looking to provide three adult education courses, in maths, English and science, which would run over a 30-week period on Mondays, Tuesdays and Wednesdays. These courses would be free of charge for unemployed persons. If anyone is interested in hiring space for educational purposes, sports clubs, performances, meetings, conferences or anything else, the school can be contacted on: 01929 500599 or email: info@theswanageschool.co.uk.

Swanage Town Council – The Vice Chairman gave brief updates on the following:

- **Broad Road Car Park** - works now completed, more usable spaces which will increase income for the town.
- **Seafront Stabilisation Scheme** - a brief progress report was given, delays had been seen due to issues with bones and phosphorus being found, however, the toilets and showers would be open next week with the remainder of the works on schedule for completion in October 2014.
- **California Farm proposed gas drilling** – it was reported that InfraStrata had confirmed in writing that the well was to be a conventional drilling site and would not involve hydraulic fracturing methods.

Swanage Lions – An initiative called ‘Tools with a Mission’ would be coming to Swanage in August 2014. Buckets will be held at Nixons Home Hardware store for the collection of unwanted hand tools, Sewing/knitting machines, computers, trainers etc. These donated items would be picked up by volunteer collectors, delivered to a central workshop, sorted into ‘kits’ and ultimately sent to third world countries. A drop off day would be held in the Co-op car park on 27th September 2014. Please see website: www.twam.co.uk for further information.

St Marks School – It was reported that the new St Mark’s School was scheduled to open on 8th September 2014. There had been delays and issues with asbestos, however, the contractors had been working evenings and weekends and it was further reported that the inside of the school looked fantastic. There would be an official opening ceremony in October 2014.

The Mowlem – It was reported that the Mowlem room hire bookings were good, however, four associations who were regular users of the facilities had disbanded in the past month. Financial Year End March 2014, a summary of the Annual Report would be given at the next quarterly meeting. The Mowlem’s programme of events was circulated, varied schedule from classical ballet to wrestling, and heavy metal music to A cappella. Theatre events booked until the end of March 2015 with other events booked up for the next 12 months.

PAW - It was reported that the events were well attended this year, the ‘wind-up’ meeting would be held on Sunday and plans for next year’s events were underway. There were concerts still to be held over the summer/autumn periods.

Please see website: www.purbeckartweeks.co.uk for further details.

DCC – A brief update was given regarding the £8m Government award towards road improvements, repairs and potholes. Concerns were raised regarding the poor state of some roads in the town and the meeting was advised to report concerns to STC who could put cases forward to DCC for consideration accordingly. It was reported that PDC finances were in good health, although DCC Social Services was going through some reconfiguration and had savings to make. Concerns were raised regarding Swanage Day Centre and Swanage Youth Centre services in Swanage. STC’s support for the retention of these valuable services was noted. St Mark’s Playing Fields were discussed and it was reported that these were owned by DCC. Town Council representatives had met with DCC to discuss the possibility of retaining the land for public open space/community purposes. **It was AGREED:-**

That Swanage Town & Community Partnership should write a letter to Dorset County Council in support of protecting St Mark’s Playing Fields for community purposes.

16. **Any other business**

Swanage Town & Community Partnership Steering Group –a brief overview of the Steering Committee was given. Anyone wishing to become a Committee member was requested to place their expression of interest in writing to Kim Gallagher, Chairman. An email would also be sent around with further details.

17. **Date of Next Annual General Meeting and Quarterly Meeting**

Thursday 25th June 2015 and Friday 26th September 2014, both at 2.15 p.m., Mowlem Community Room, Swanage.

The meeting closed at 4.55 p.m.
