

4. Allotment Matters

a) Charges – consideration of waiving allotment fee for charity / community groups

Consideration was given to a request received from EDP (Swanage Drug & Advisory Service) for free use of an allotment plot. During the ensuing discussion, it was noted that budget constraints by Dorset County Council had resulted in a reduced service in Swanage, and that EDP now only operated two days per week in the town. It was also noted that the Allotment Association were fully supportive of the charity and welcomed the interest shown by the group in cultivating an allotment.

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

That the fee for the use of an allotment by EDP be waived for the current year, the arrangement to be reviewed annually.

It was **FURTHER AGREED:-**

That any similar requests received from charitable organisations/community groups be considered on an individual basis.

b) Matters raised by the Allotment Association.

There were no matters raised by the Allotment Association.

5. Cemetery Matters

a) Weekend Burials – consideration whether to continue to offer this service

Consideration was given to Report submitted from the Operations Manager regarding burials that are requested to take place at weekends and associated staffing requirements.

During the ensuing discussion, the importance of retaining this option for the benefit of bereaved families and friends living outside of the area was highlighted. The staffing difficulties were acknowledged, and consideration was given to the possibility of contracting out the service if Town Council staff were unavailable.

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

To retain the option of weekend burials, subject to the availability of appropriate Town Council staffing resources.

It was **FURTHER AGREED:-**

That the Operations Manager be requested to obtain further information (and appropriate costings) regarding the possibility of the contracting out of the burial services at weekends.

b) Matters raised by James Smith Funeral Directors

There were no matters raised by James Smith Funeral Directors.

6. Fishermens Huts and Jetties

a) Fishermen's Local Action Group (FLAG) – update

Further to minute 6b) of the General Operations Committee held on 6th April 2016, the Fishermen's Association representative explained the proposal to set up six new FLAGS around the UK coast. A proposal for an East Devon and Dorset FLAG, which would include Swanage had been successful at the first stage. The aim of the FLAG is to enable economic growth to fishing communities, including providing grant funding for eligible improvements. It was proposed by Councillor Poultney, seconded by Councillor Marsh, and RESOLVED UNANIMOUSLY:-

That the Town Council commends
and supports the aims of the FLAG
and commits to support the local
fishing industry as best it can.

b) Matters raised by Swanage Fishermen's Association

There were no matters raised by the Swanage Fishermen's Association.

7. Purbeck District Council Amenity Grass Cutting Contract - update

Further to minute 7 of the General Operations Committee meeting on 15th July 2015 the Town Clerk provided an update on ongoing discussions with Purbeck District Council regarding the possibility of the Town Council undertaking the District's amenity grass cutting within Swanage.

The areas had been surveyed by the Operations Manager and there were no obvious obstacles to progress being made towards joint working. Final negotiations are awaited, including regarding payments to be made to Swanage Town Council and a further update will be given at a future committee meeting.

It was noted that there may be a possibility for the Town Council to also undertake the District Council's grass cutting in Langton Matravers, but problems had been identified with this proposal and it would be given careful consideration prior to any decision being taken.

8. Dorset Dogs

Further to minute 3 of the Planning and Consultation Committee meeting held on 9th May 2016, concerns were again expressed regarding the continuing problem of dog fouling in the town. Councillor Green reported on a subsequent meeting held with a representative of 'Dorset Dogs' and outlined the services and assistance for dog owners that are provided by the organisation. It was noted that 'Dorset Dogs', as a group, were happy to be involved in discussions regarding the proposed future Suitable Alternative Natural Green Spaces (SANGS) and would undertake a survey of hot spots in the town for dog waste (in conjunction with the Depot/Enforcement Officers). They would attend these areas to speak to dog owners and provide information and distribute 'goody bags'. They would provide a map for the Swanage area on the Dorset Dogs website with a map showing dog byelaws, dogs on beaches locations and parks and gardens guidelines and also a link to the 'Dorset Dogs' website to be included on the Dogs section on Town Council's website. There was also a suggestion of erecting their specialised Doggy Do Code signage and the paw print discs – the cost of the smaller sign was approximately £5 - £6 each and they also provide an A4 sized poster.

The Dorset Dogs Officers undertake pit stops and guided walks with a range of staff from other organisations, e.g. The National Trust, Dorset Wildlife Trust, Natural England and local authorities.

It was felt that visitors to Swanage may not be aware of the areas where dogs are permitted, and that assistance provided free-of charge by 'Dorset Dogs' would be very helpful and beneficial to all concerned.

It was AGREED:

That Councillor Green contact 'Dorset Dogs' to progress discussions regarding co-operative working between that organisation and the Town Council.

Mr A Lander left the meeting at 5.40 p.m.

9. Street Cleansing

The Town Clerk provided an update on discussions with Dorset Waste Partnership and asked for suggestions for improvements in street cleansing. Concerns were raised that there were not enough bins around the town, the only one in the town centre being outside of Barclays Bank in Station Road. It was suggested that the bin near the library that was removed needed to be re-instated, especially as school children congregate in this area.

Concerns were raised regarding arrangements put in place for the summer by Dorset Waste Partnership and it was felt that there should be three collections per day. The Operations Manager agreed to speak to Dorset Waste Partnership regarding this and District Councillors agreed to take up these issues with Purbeck District Council. It was confirmed that Swanage Town Council's operatives will litter pick in Shore Road during the day and remove side waste from the bins.

It was advised that Egbert Taylor Group had agreed to supply four solar-powered compactor bins on loan for a trial period. The priority area for the 'Big Belly bins' will be Station Road. The Operations Manager stated that the positioning of the bins is important so as not to cause any obstructions. A suggestion was made to advertise on the Big Belly bins to assist with the Town Council's funding.

10. Memorial Benches

The Operations Manager gave an overview of World War I & World War II memorial benches and advised that the cost of the benches is not included as part of the recent tender for the war memorial improvement works. Councillors were requested to consider the bench types.

A preference was expressed for the Eastgate seats and not the themed seats so that there is continuity in the design of the benches. It was agreed that four benches should be placed around the war memorial ready for when the works have been completed.

The Operations Manager confirmed that there are currently forty-four applicants on the waiting list for a memorial bench. He explained that this waiting list for applicants is not for ownership and the charge would be £600 to anyone that wants to apply.

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

TO RECOMMEND:

That the Town Council approves the purchase of ten Eastgate benches to be offered to persons on the memorial seat waiting list.

A question was raised as to whether more locations could be provided in the town to reduce the length of the waiting list. It was suggested that the bench in the meadowland burial ground at Godlingston should be replaced, and also the Town Hall memorial seat that was in situ some time ago. Council members were invited to provide suggestions to the Operations Department Administration Officer prior to the next meeting.

11. Land & Wave – consideration for use of council property – King George’s field

Consideration was given to a letter received from the outdoor activities company Land & Wave requesting the use of King George’s Field as an orienteering venue. Whilst there was broad support for the proposal, there was concern expressed regarding the possible dangers to the public and the vulnerability of other users of the field.

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

That the Operations Manager meet with Land & Wave after the summer to agree an appropriate arrangement for orienteering on King George’s Field which would be kept under review by this committee.

It was further AGREED:

That the fee be set in line with King George’s Field football match charges.

12. Operations Manager’s report

a) Health & Safety report

The Operations Manager provided an update on incidents at work and slips, trips and falls. It was reported that there had been only one injury to staff reported in the last quarter, which had occurred at Beach Gardens. A risk assessment had been updated and conveyed to staff. No RIDDOR (Reporting Injuries and Dangerous Occurrences Regulations) incidents had occurred. It was reported that there had been, in total, 130 working days lost due to sickness, which included paternity leave and operation recovery.

Health & Safety risk assessments are on-going and tool box talks have been updated. All available council staff will undertake first aid training and this will take place on 24th August 2016, at the Town Hall.

b) Update on contracts issued and agreed works

The contract for the re-surfacing of tennis courts 4 & 5 at Beach Gardens has been awarded to Fosse Contracts Limited. A site meeting has taken place and a programme of works agreed. Work will commence on 28th August 2016.

c) Tourist Information Centre upgrade

Details of drawings and a programme of works are awaited from Dorset Works to upgrade the Tourist Information Centre prior to the tender process.

d) Town Hall

The final specification from Dorset Works prior to the tender process for the external redecoration and repairing works to the Town Hall include the Town Hall clock repairs.

e) Wessex Water Notice

Wessex Water carried out an assessment at Beach Gardens and instructed Swanage Town Council, under section 75 of the Water Industry Act 1991, to carry out an upgrade at Beach Gardens.

f) Staffing levels

Staff levels are reported as being adequate for the summer season following recruitment of three general operatives, two beach cleaners and also two enforcement officers. These new recruits are very enthusiastic. The RNLI life guards on the beach are working well and a report is due at the end of the season to discuss future service provision.

g) Raymond Brown construction – update on Shore Road and Broad Road

There has been good progress with outstanding snagging issues to date and only a small number of issues are still to be addressed.

h) Recreation Ground works

Phase 2 of the Recreation Ground works are currently on hold and need to be addressed as soon as possible by the Working Party. Works include pathway resurfacing, agreement of a planting scheme and a decision on the bandstand.

i) Bodega Bay filming

Filming will require usage of North beach car park, Sandpit field, Main beach car park and the Co-op car park. Filming commences 21st July 2016 and the production company has specialist security staff.

j) Swanage Carnival 2016

Risk assessments have been updated and reviewed. A site meeting is to take place on 22nd July 2016 at Prince Albert Gardens to discuss the zip wire location.

k) Dog fouling

Northbrook Cemetery, Godlingston Cemetery and King George's playing field all have issues with dog faeces. There appears to be no control of dogs in these areas and this is a problem for operations staff when strimming the grass.

l) General Public Areas

All council owned green areas have been cut and trimmed and seasonal planting has been undertaken. Dorset County Council's green areas will only have one weeding application carried out in September. The Town Council staff have been spraying areas to keep the weeds down but have no budget in place for this.

m) Public conveniences

The Operations Manager requested an early meeting of the Public Conveniences Working Party discuss the general state of the toilets and make a decision regarding repairs. Items for discussion include: considering new builds/major revamp, general condition of buildings, replacement of turnstiles at the Heritage Centre toilets, hand wash facilities, location of toilets and future use.

n) Vandalism

Reported incidents of vandalism include: graffiti on the shelter at Sandpit Field, a broken window at the Town Hall annex, broken bench seating on the quay, plants removed from flower beds and flowers damaged at both Shore Road and Main Beach car park, broken fence slats at King George's wetlands area, graffiti in toilets, damaged door locks in the cubicles on Shore Road and a broken fence pulled down at Prince Albert Gardens. Also, the water supply at the allotments has been tampered with.

A suggestion was made that these issues should be highlighted to local residents, e.g. via the Town Council website and newsletter.

o) Flag for public conveniences

A question was raised whether the flag for the toilets on Shore Road could be flown again. The Operations Manager as custodian of the flag, explained that the flag pole is missing and a solution will be forthcoming.

13. Items of Information and Matters for Forthcoming Agendas

It was suggested that a report on vandalism be produced to highlight issues to local residents.

14. Date of Next Meeting

The next meeting had been scheduled for Wednesday, 23rd November 2016 at 4.30 p.m.

The Meeting closed at 6.35 p.m.
