Minutes of the Meeting of the **GENERAL OPERATIONS COMMITTEE** held at the Town Hall on **Wednesday** 4th July 2012 at 7.00 p.m.

| Chairman: - Councillor S Poultney | Swanage Town Council |
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| Present: - | <u> </u> |
| Councillor M Bonfield | Swanage Town Council |
| Councillor Mrs Marsh | Swanage Town Council |
| Councillor Mrs Patrick | Swanage Town Council |
| Councillor M Pratt | Swanage Town Council |
| Councillor W Trite | Swanage Town Council |
| Also present: - Dr M Ayres Mr G Brookes Mrs C Anstey | Town Clerk Operations Manager Administrative Assistant |
| Mr T Bennett | Prospect Allotment Association (until 7.30 p.m.) |
| Mr M Jones | Prospect Allotment Association (until 7.30 p.m.) |
| Mr A Lander | Swanage Fishermen's Association |

Public Participation Time

In addition to Members and Officers there were three members of the public present.

<u>MR J JAMES</u> expressed concern in regard of campervans parking in prohibited areas. He reported that despite Dorset County Council's Traffic Wardens being in the vicinity, the vehicles had not been issued with a fixed penalty ticket and requested that clarification be sought as to why these vehicles had been allowed to park in prohibited areas.

1. Apologies

Apologies for their inability to attend the Meeting were received from Councillors Mrs Bartlett, Brown and Miss Harris, and Mr M Green (James Smith Funeral Directors).

2. Allotment Matters

a) Request to See Council Tax Bill as Evidence of Permanent Residency in Swanage for the Purpose of going on the Allotment Waiting List

Concerns were raised with regard to the possibility of second home owners being allocated an allotment at Prospect Allotment site. It was noted that clause 3) of the Town Council's allotments agreement stated that: 'The tenant shall reside within the Parish of Swanage during the continuance of the tenancy'. It was suggested that anyone wishing to be added to the waiting list should produce a current Council Tax bill, as proof of eligibility. It was proposed by the Chairman, seconded by Councillor Mrs Marsh and RESOLVED UNANIMOUSLY:

> That anyone wishing to be added to the Town Council's allotment waiting list must

produce a current Council Tax bill as proof of permanent residency in the parish of Swanage.

b) Matters Raised by Prospect Allotment Association

i) Plot Markers

It was suggested that due to difficulties in the identification of plots, a clause be added to the current tenancy agreement whereby each plot holder becomes responsible for ensuring that their plot is clearly identified with a plot marker. It was reported that difficulties may arise with plots being split, which would alter the plot numbers in a row, and it could not be guaranteed that all plot holders would abide by the agreement. After a brief discussion it was agreed that the matter be given further consideration.

ii) Tenancy Agreement

It was suggested that it may be helpful for plot holders to be reminded of their tenancy agreement, by placing a copy on the Town Council's notice board at Prospect Allotments.

3. <u>Cemetery Matters</u>

a) Matters raised by James Smith Funeral Directors

There were no matters arising.

3. Fishermen's Huts and Jetties

a) Matters raised by Swanage Fishermen's Association

It was reported that the representative of Swanage Fishermen's Association would be attending a meeting with the Marine Management Organisation on the 25th July 2012, with regard to seeking possible funding towards essential repairs to the fishermen's jetty at the Town Council's boat park. It was noted that the condition of the jetty was now becoming a major concern.

Mr A Bennett and Mr M Jones left the meeting at 7.30 p.m.

5. <u>Matters Arising From the Minutes of the Meeting of the General Operations</u> <u>Committee Held on 4th April 2012.</u>

Further to minute 7) it was reported that a number of meetings had taken place in regard to the potential relocation of the Town Council's Depot. It was noted that discussions were still ongoing between officers of Swanage Town Council and Purbeck District Council. It was hoped that a decision would be taken by early August, on whether vacant units at Purbeck Business Centre would a suitable location for the Depot.

6. Capital Programme Review and Monitoring

a) Stone Quay

It was reported that an interim structural engineer's report had been undertaken with regard to repairs on the Stone Quay. The matter would be taken to a future policy and planning meeting, following which the contract to undertake repairs to the Stone Quay would be put out to tender.

A progress report was given on the remaining capital programme for 2012/13.

7. **Operations Manager's Report**

It was reported that complaints had been received that in parts of Swanage, grass verges had become overgrown. It was noted that the areas that had become overgrown were under the jurisdiction of Dorset County Council and Purbeck District Council. It was acknowledged that disruptions had been experienced with the cutting programme due to the recent heavy rainfall, but Swanage Town Council had assisted whenever possible in order to showcase the town at its best in readiness for the Olympic Torch Relay.

The Operations Manager also gave a brief update on the following:-

- a) Days Park Play Area
- b) Bandstand Repairs
- c) Vandalism
- d) Town Hall Works
- 8. <u>Items of Information and Matters for Forthcoming Agendas</u> There were no matters to report.

9. Date of Next Meeting

The next meeting was scheduled for 7.00 p.m. on Wednesday 7th November 2012.

The Meeting closed at 7.53 p.m.