

Minutes of the Special Meeting of the Swanage Town Council held to discuss **POLICY AND PLANNING** matters at the Town Hall, Swanage on **MONDAY, 15th AUGUST 2011** at 7 pm.

PRESENT:-

Councillor W.S. Trite (Town Mayor) – Chairman.

Councillor Mrs. C. Bartlett

Councillor M. Bonfield

Councillor I. Brown

Councillor Mrs. G.A. Marsh

Councillor Mrs. A. Patrick

Councillor S. Poultney

Councillor M.W. Pratt

Councillor M. Whitwam

Councillor A. Wiggins

(until 8.30 p.m.)

Also in attendance: Mr Steve Dring, Planning Policy Manager, PDC.

Dorset County Council Winter Works Programme

The Mayor welcomed Mr. Alan Muncaster, from Dorset County Council Highways Department, who gave a detailed and informative presentation on the winter works programme for 2011/12.

He updated Members on the policy for dealing with snow clearance, with particular importance being placed on keeping the main arterial roads in the county passable. Reference was made to the stocks/delivery of salt and the availability of supplies for parish councils. The provision of grit bins was also discussed.

There were no members of the public present at the Meeting.

The Council meeting commenced at 7.05 p.m.

1. **APOLOGIES**

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

2. **PLANS**

Under the Model Code of Conduct, Members declared a formal interest in the capacity of Corporate Trustee of the De Moulham Estate Trust in applications relating to the Trust.

Councillor Mrs. Marsh did not vote on, or propose, or second any of the motions on the following planning applications, by reason of being a Member of the Purbeck District Council's Planning Board.

**Delegated
Applications**

6/2011/0335

Mr & Mrs D Christie

Insert dormer windows to facilitate loft conversion.

37 Cauldron Crescent, Swanage.

OBSERVATION: No objection, subject to no substantial overlooking of neighbouring properties.

6/2011/0448

Mr B Norman

Erect two storey extension on west elevation, insert dormer and alter existing dormer to form balcony and insert porch and bay window to east elevation.

7 Purbeck Terrace Road, Swanage.

OBSERVATION: Recommend refusal. Concerns expressed regarding the balcony and resultant overlooking of neighbouring properties. Considered to be out of keeping with neighbouring properties.

Before consideration of this item, Councillor Pratt declared a personal interest under the Model Code of Conduct by reason of being an acquaintance of the applicant. As his interest was non-prejudicial, he remained in the Meeting during the debate

6/2011/0449

Wood Autistic Living and Care

Change of use from residential (Class C3) to residential institute (Class 2).

1 Springfield Road, Swanage.

OBSERVATION: No objection.

6/2011/0458

Mrs J Benwell

Erect two storey rear extension.

73 Ulwell Road, Swanage.

OBSERVATION: Recommend refusal. Considered to be out of keeping with neighbouring properties.

Before consideration of this item, Councillor Brown declared a personal interest under the Model Code of Conduct by reason of being a friend of the architect, and left the Meeting during the debate.

6/2011/0462

Mr J Hutchins

Demolish existing Purbeck stone wall to provide access road to car park.

Purbeck House Hotel, 91 High Street, Swanage.

OBSERVATION: No objection.

6/2011/0463

LISTED

Mr J Hutchins

Demolish existing Purbeck stone wall to provide access road to car park.

Purbeck House Hotel, 91 High Street, Swanage.

OBSERVATION: No objection.

6/2011/0464

Mr A Stockley

Raise existing walls to form first floor extension with pitched roof and gable walls to each end.

76A Priests Road, Swanage.

OBSERVATION: Recommend refusal. Concern expressed regarding the bulk and scale of the proposals. Considered to be out of keeping with neighbouring properties.

Item for Information Only

The following item was not discussed by virtue of the Town Council being the owner of land included within the application.

Non-Delegated Application

Plan No.

6/2011/0450

Synergy Housing

Demolition of existing garages and erect 5 two bedroom affordable homes with layout carparking and amend existing vehicular access.

Land at Quarry Close, Swanage.

3. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31st July 2011 was submitted for information (a copy attached at end of these Minutes).

It was reported that the sum of £350,000 had been invested with Lloyds TSB for a period of three months at an interest rate of 1.3%.

4. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Bartlett, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the accounts specified in the Orders on Treasurer Nos. 5 and 5a, amounting to £75,744.87 and £40,738.00 respectively be paid, and that cheques be drawn therefor.

5. **SWANAGE AREA ACTION PLAN AND NEIGHBOURHOOD PLAN**

The Mayor welcomed Mr. Steve Dring, Planning Policy Manager for Purbeck District Council, and invited him to address the Meeting on the proposals for a Swanage Area Action Plan and development of a Neighbourhood Plan.

He explained that Purbeck District Council had recently adopted a Local Development Scheme, which set out the documents to be included in the Local Development Framework. When completed, the Local Development Framework would detail local planning policy and replace the existing Purbeck Local Plan. Within the Framework, a Swanage Area Action Plan had been introduced, which would enable policies to be set in respect of protected open spaces, employment land, the town centre and settlement boundaries, as well as the issue of allocating sites for the 200 house settlement extension(s) included in the Core Strategy.

The Neighbourhood Plan would evolve from the Swanage Area Action Plan when the legislative framework changed once the Localism Bill reached the statute

book later in the year.

Discussion ensued on the options open to the Town Council, and the cost implications, given the resources that would be required in researching and writing the Plans.

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

To endorse the proposal for joint working with Purbeck District Council to draw up a Swanage Area Action Plan, ensuring that work could be transferred to a Neighbourhood Plan at a later date.

It was **FURTHER RESOLVED:-**

That a further report be submitted to the Council at the earliest opportunity, once information was available regarding cost and resource implications.

6. **SWANAGE RAILWAY**

Before consideration of this item, the Town Mayor declared a prejudicial interest under the Model Code of Conduct by reason of being a director of the Swanage Railway Trust, and left the Meeting during the debate.

Councillor Whitwam declared a prejudicial interest under the Model Code of Conduct by reason of being a director of the Swanage Railway Company, and also left the Meeting during the debate.

(a) **Signal Box**

Consideration was given to a request received from Swanage Railway Company Ltd seeking landlord's consent (retrospective) for the construction of the signal box adjoining Gilbert Road.

Proposed by Councillor Mrs. Bartlett, seconded by Councillor Bonfield, and **RESOLVED UNANIMOUSLY:-**

That landlord's consent (retrospective) be given for the construction of the signal box adjoining Gilbert Road.

(b) **Goods Shed and Retaining Wall**

A letter dated 25th July 2011 was submitted from Swanage Railway Company Ltd seeking landlord's consent to install a concrete surface in the track bed inside the Goods Shed.

Landlord's consent was also requested for permission to extend the original retaining wall which runs adjacent to the track below Gilbert Road.

Proposed by Councillor Pratt, seconded by Councillor Mrs. Bartlett, and **RESOLVED UNANIMOUSLY:-**

That landlord's consent be given for the improvements to the Goods Shed and for the extension of the retaining wall adjacent to the track below Gilbert Road, subject to the plans being approved by the Council's Operations Manager.

It was noted that the Swanage Railway Company was liaising with the Planning Department in respect of these matters.

7. **LENGTHSMAN SCHEME**

Further to Minute No. 6 of the Policy and Planning Meeting held on 23rd May 2011, the Town Clerk updated Members on discussions held with representatives of Dorset County Council regarding the introduction of the Lengthsman Scheme in Swanage, under which Town Council staff would carry out minor maintenance work to footpaths, pavements and verges on behalf of the Highway Authority.

Following a brief discussion, it was proposed by Councillor Mrs. Marsh, seconded by Councillor Mrs. Patrick, and **RESOLVED UNANIMOUSLY:-**

That the Town Council enters into a Partnership Agreement with Dorset County Council for the introduction of the Lengthsman Scheme from 1st September 2011 until 31st March 2014, subject to the following commitment to funding from DCC:

| | |
|---------|---------|
| 2011/12 | £6,000 |
| 2012/13 | £10,000 |
| 2013/14 | £10,000 |

8. **GREAT BRITISH DIVE**

A letter dated 20th July 2011 was submitted from Mr Jason Haiselden, organiser of the Great British Dive, requesting that free parking be made available for vehicles carrying 3 or more divers in North Beach and Main Beach car parks on 24th September.

During the ensuing discussion, it was noted that the Council was likely to incur increased staff costs as a result of the event, and concern was expressed that, in acceding to the request, a precedent may be set for other charitable events. It was proposed by Councillor Brown, seconded by Councillor Mrs. Bartlett, and **RESOLVED:-**

That the request for free parking be not granted.

9. **BEACH BUNGALOWS – SCALE OF CHARGES 2012**

Consideration was given to the charges to be levied for the hire of beach bungalows in 2012.

It was proposed by Councillor Mrs. Bartlett, seconded by Councillor Mrs. Patrick, and **RESOLVED UNANIMOUSLY:-**

That the following scale of charges for the hire of beach bungalows in 2012 be approved and adopted:-

| Scale of charges 2012 (inclusive of VAT at 20%) | | | | |
|--------------------------------------------------------|---------------|--------|------------------|--------|
| Period | The Spa Daily | Weekly | Shore Road Daily | Weekly |
| 31 st March-6 th April | 6.00 | 25.25 | 11.00 | 49.50 |
| 7 th April-29 th June | 8.00 | 43.50 | 15.25 | 86.00 |

| | | | | |
|--------------------------------------------------|-------|--------|-------|--------|
| June 30th -31 st August | 17.50 | 110.00 | 25.00 | 157.00 |
| 1 st September - 21st September | 8.00 | 43.50 | 15.25 | 86.00 |
| 22nd September - 27 th October | 6.00 | 25.25 | 11.00 | 49.50 |

Numbers 12 to 27 of the Spa Bungalows were the least popular huts and it was proposed that a discounted rate be offered for the full season of £1,076.40 (a 40% discount against the £1,794.00 full price). This would be advertised in the local press and Swanage Matters.

10. **SEA BREEZE RESTAURANT**

A letter was submitted from the lessee of the Sea Breeze Restaurant requesting that an allocated parking space be made available in the Residents' or Mermond Place car parks.

Following a brief discussion, it was proposed by Councillor Mrs. Patrick, seconded by Councillor Brown, and RESOLVED:-

That the request for an allocated parking space in the Residents' or Mermond Place car parks be not granted.

It was noted that seasonal parking was available in Main Beach car park at a concessionary rate, and it was suggested that the applicant be offered a parking space in this vicinity.

11. **PUBLIC CONSULTATION**

(a) **Bournemouth, Dorset and Poole Minerals Development Framework – Revised Draft Minerals Core Strategy**

Further to Minute No. 126 of the Council meeting held on 6th December 2010, and the subsequent publication of the Revised Draft Minerals Core Strategy, it was reported that Section 10 of the document - The Strategy for Purbeck Stone Extraction – had been circulated to all Members, for information. An approach had also been made to local quarry operators seeking their views on the Revised Draft.

Following a brief discussion, Members agreed that they did not feel qualified to comment on the Strategy, but agreed that the Clerk should forward to Dorset County Council the views of the local quarry operators.

Councillor Wiggins left the Meeting at 8.30 p.m.

(b) **HM Coastguard – Proposals for Modernisation 2011**

Before consideration of this item, Councillor Brown declared a personal interest under the Model Code of Conduct by reason of being a member of the Auxiliary Coastguard. As his interest was non-prejudicial, he remained in the Meeting during the debate.

Consideration was given to the proposals for modernisation of HM

Coastguard 2011 (copies having been circulated to all Members prior to the Meeting). It was noted that it was intended to establish a single 24 hour Maritime Operations Centre (MOC) based in the Southampton/Portsmouth area and that a standby MOC would be configured in Dover for contingency purposes. In addition to these two centres, there would be eight further centres.

During the ensuing discussion, Members felt that local knowledge was of paramount importance in delivering the coastguard service, and the proposed closure of many local stations would seriously detract from the service that HM Coastguard was able to provide.

It was proposed by Councillor Mrs. Marsh, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That Councillor Brown be authorised to liaise with the Town Clerk to formulate the Council's response to the proposals.

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

(a) **Items of Information**

It was reported that:-

- i) The A351 Wareham Road from the Bakers Arms Roundabout to Blackhill Road Roundabout would be closed for road/drainage works for a period of 5 weeks commencing 19th September 2011. Members expressed concern at the impact this would have on the tourist trade in Swanage, and also the effect on deliveries to local businesses.

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

That a robust letter be sent to Dorset County Council requesting that the works be undertaken within a shorter timescale, and expressing concern that whilst Swanage would be directly affected by the road closure, local Councillors had not been informed of the proposed works.

- ii) The first wedding ceremony had been held at the Town Hall on Sunday, 14th August 2011. As this was the first ceremony to be held since the registration of the Town Hall as a wedding venue, the Mayor and Mayoress had been invited to witness the union.
- iii) The Beach Wardens were doing sterling work in patrolling the beach and seafront areas during this busy period.
- iv) An unexpected invoice had been received from the Audit Commission for 100 hours of work undertaken in respect of the 2008/09 accounts. This had been challenged and the Audit Commission had agreed to write off the sum of £10,000. A remaining balance of approximately £8,000 was still in dispute. Members were in full agreement that this late billing did not conform to the practice of 'Good Governance', and endorsed the action being taken to further challenge this.

13. **EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Mrs. Patrick, and RESOLVED UNANIMOUSLY:-

That, under Standing Orders Nos. 67 and 68, by reason of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following matters.

14. **LEGAL ISSUES**

(a) **Land South of Holiday Park – Occupation of Grazing Land**

The Town Clerk reported that it was likely that a ‘Without Prejudice’ meeting was to be held in respect of the above.

(b) **Beach Concession**

Before consideration of this item, Councillor Poultney declared his personal interest under the Model Code of Conduct by reason of a family relationship with the lessee, and as his interest was prejudicial he left the Meeting during the debate.

The Clerk updated Members on negotiations between the Council’s valuer and the beach concessionaire. It was noted that a further meeting was to be held between the two parties in order to determine the matter before a report was submitted to the Town Council.

(c) **Public Toilet Cleaning Contract**

Before consideration of this item, Councillor Mrs. Patrick declared her interest under the Model Code of Conduct by reason of a business association with the contractor, and as her interest was prejudicial, she left the Meeting during the debate.

The Town Clerk reported that the existing public toilet cleaning contract would expire on 31st December 2011. In view of the Public Procurement Regulations and the lengthy tendering process that would be necessary, and in order to take the start date of the new contract out of the Christmas and New Year holiday, it was proposed by Councillor Bonfield, seconded by Councillor Pratt, and
RESOLVED:-

That the existing public toilet cleaning contract be extended by a further three months until 1st April 2012.

The Meeting concluded at 9.10 p.m.
