

Minutes of the Special Meeting of the Swanage Town Council held to discuss **POLICY AND PLANNING** matters at the Town Hall, Swanage on **MONDAY, 15<sup>th</sup> JULY 2013** at 7.00 p.m.

PRESENT:-

Councillor Mrs. A. Patrick (Town Mayor) – Chairman.

Councillor M. Bonfield  
Councillor I. Brown  
Councillor Mrs. G.A. Marsh  
Councillor M. Pratt  
Councillor G.M. Suttle  
Councillor M. Whitwam  
Councillor A. Wiggins

In addition to Members of the Council and officers, 17 members of the public attended the Meeting.

### **Public Participation Time**

The following matter was raised during Public Participation Time:-

- Traffic Management – Concerns re exit from Gilbert Road rear service road onto Rempstone Road.

The Town Mayor opened the Council meeting at 7.10 p.m.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Mrs. Bartlett, Miss Harris, Poultney and Trite.

2. **DECLARATIONS OF INTERESTS**

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.

**Agenda Item No. 14 (a)** - The Town Mayor declared a pecuniary interest under the Code of Conduct by reason of a business connection with the concessionaire.

**Agenda Item No. 14 (a)** - Councillor Suttle declared a pecuniary interest under the Code of Conduct by reason of a business connection with the concessionaire.

3. **TRAFFIC MANAGEMENT**

Further to representations made by local residents during Public Participation Time, and previous concerns expressed regarding the safety of motorists when exiting from Gilbert Road service road onto Rempstone Road, detailed consideration was given to remedial options to lessen the danger.

During the discussion, the favoured option was to increase the vision onto Rempstone Road by extending the parking restrictions in Rempstone Road on either side of the junction with the service road. This option had previously been mooted with Highway Officers at Dorset County Council, and Members were informed that it

would necessitate amendments to the Swanage On-Street Parking Order and incur associated costs which would not be met from the DCC budget.

It was proposed by the Town Mayor and seconded by Councillor Whitwam:-  
To support an application to Dorset County Council to extend the parking restrictions in Rempstone Road by one car length on either side of the junction with Gilbert Road service road.

Upon being put to the Meeting, SEVEN Members voted IN FAVOUR of the Proposition and there was ONE ABSTENTION, whereupon the Proposition was declared CARRIED.

It was further proposed by Councillor Suttle and seconded by Councillor Bonfield:-

That a contribution of £1,000 be obtained from local residents using the Gilbert Road service road towards the cost of implementing amendments to the Swanage On-Street Parking Order, with the Town Council agreeing to meet any shortfall in costs up to a maximum sum of £1,000.

Upon being put to the Meeting, SEVEN Members voted IN FAVOUR of the Proposition and there was ONE ABSTENTION, whereupon the Proposition was declared CARRIED.

#### 4. **PLANS**

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**

##### 6/2013/0361 **Mr Johnson**

Erect rear extension, convert loft to habitable accommodation and insert dormer windows to front and side elevations and rooflights to side elevations.

16 Redcliffe Road, Swanage.

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

##### 6/2013/0363 **Trocadero Flats (Swanage) Ltd.**

Replace existing timber and uPVC windows with uPVC double glazed sash windows and timber entrance door with a uPVC door.

The Trocadero, 14 High Street, Swanage.

**OBSERVATION:** No objection.

##### 6/2013/0381 **Mr D Tarner**

Create timber decked area with access steps to garden level on rear elevation. Erect carport on western elevation with pergola at rear. (Retrospective).

Bayview, 47 Queens Road, Swanage.

**OBSERVATION:** No objection.

## **Items for Information Only**

- 6/2013/0362 **Swanage Town Council**  
LISTED Replace boiler and alterations to flue.  
Swanage Town Council, High Street, Swanage.

The following applications were not discussed by the Town Council as it was considered that a conflict of interest existed, given that the Council had retained the freehold of the Holiday Park.

- 6/2013/0367 **Mr & Mrs Young**  
Erect vinyl decking.  
Plot 236, Swanage Bay View Holiday Park, Panorama Road, Swanage.
- 6/2013/0368 **Mr A Foskett**  
Erect vinyl decking.  
Plot 286A, Swanage Bay View Holiday Park, Panorama Road,  
Swanage.

### 5. **BUDGET MONITORING**

#### (a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30<sup>th</sup> June 2013 was submitted for information (a copy attached at end of these Minutes).

### 6. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Mrs. Marsh, seconded by Councillor Pratt, and  
RESOLVED:-

That the accounts specified in the Orders on Treasurer Nos. 4 and 4a, amounting to £47,598.36 and £70,557.50 respectively be paid, and that cheques be drawn therefor.

### 7. **INTERNAL AUDITOR'S REPORT 2012/13**

Consideration was given to the annual internal audit report for 2012/13, prepared by Mr. Henry Lovegrove. The document provided background information and explanations regarding the recommendations and conclusions in respect of all of the Council's services, in accordance with the internal audit's objective to provide an appraisal function for the review of the Council's internal control system.

Arising from the above, Members were pleased to note that no significant control weaknesses had been identified and that the audit objectives had been fully, or substantially met.

The results of the reviews completed during the year had resulted in an overall opinion that 'based on the internal audit reviews completed in respect of 2012/13, in accordance with the annual audit plan, the Town Council's central systems and internal control arrangements continue to be effective'.

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

That the Internal Audit Annual Report 2012/13 and the recommendations contained therein be accepted and approved.

8. **PURCHASE OF DEFIBRILLATOR**

Further to Minute No. 41 (a) of the Council meeting held on 1<sup>st</sup> July 2013, consideration was given to the purchase of a defibrillator for Swanage seafront.

During the ensuing discussion, it was suggested that the defibrillator be stored in a wall mounted box at the Tourist Information Centre where it would be accessible not only to Town Council staff, but also to the general public. It was noted that the Swanage Coastguard Association were also intending to make a defibrillator available at North Beach Car Park, grant funded by the De Moulham Estate Trust.

Following further discussion, it was proposed by Councillor Brown, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That the Town Council purchase both defibrillators at an estimated cost of £1,190 + VAT, the cost to be met from the Council's existing budget.

9. **SWANAGE HERITAGE GROUP**

The Town Clerk provided background information on a proposal to establish a Swanage Heritage Group. It was thought that there may be potential for local history to be used to support tourism by promoting Swanage's history as a seaside town and its connections with London through the stone trade, as well as the local history playing a greater role in the education of school children. More immediately, there was also a need to co-ordinate the town's commemorations of the centenary of the outbreak of the First World War in August 2014.

Following discussion, it was proposed by the Town Mayor, seconded by Councillor Brown, and RESOLVED UNANIMOUSLY:-

That the Town Council fully supports the establishment of the Swanage Heritage Group, and that Councillors Brown, Poultney and Whitwam, together with the Town Clerk be nominated as the Council's representatives on the Group.

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

There were no additional items of information or matters for forthcoming Agendas at the present time.

**EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Brown, 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.

11. **SANTA FE AMUSEMENT PARK**

Further to representations made during Public Participation Time on 1<sup>st</sup> July 2013, the Clerk reported on a subsequent meeting of the Seafront Concessions Working Party with the concessionaire of the Santa Fe Amusement Park.

The concessionaire had raised concerns at what he considered to be unfair competition to his business by organisers of local events on Sandpit Field, and he sought an assurance that the Council would not permit future events to expand that would pose a challenge to his business.

Following discussion, it was proposed by Councillor Suttle and seconded by Councillor Bonfield:-

That the matter be deferred to enable further information to be obtained.

Upon being put to the Meeting SEVEN Members voted IN FAVOUR of the Proposition, and there was ONE ABSTENTION, whereupon the Proposition was declared CARRIED.

12. **PEVERIL BOAT PARK**

The Town Clerk reported on a meeting held with the proprietors of a dive boat business, who had been operating commercially (but unauthorised) from the Council's Boat Park.

Concerns had been raised by other users regarding congestion around the slipway, and, following discussion, it was proposed by Councillor Bonfield, seconded by Councillor Mrs. Marsh, and RESOLVED UNANIMOUSLY:-

That no commercial undertakings be permitted to operate from the Council's Boat Park and that the Boat Park regulations be amended accordingly.

13. **DOWN'S STABILISATION SCHEME**

Further to Minute No. 27 of the Council meeting held on 3<sup>rd</sup> June 2013, the Clerk updated Members on matters relating to the Downs Stabilisation Scheme and the need to instruct a Quantity Surveyor to cost up a proposed scheme.

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

To authorise expenditure of up to £6,750 on architect's fees in order to progress the matter.

14. **LEGAL ISSUES**

(a) **Shore Road Ice Cream Concession**

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

That, having regard to the Chairman's declaration of interest in this matter, Councillor Brown assumes the Chair.

Further to their declarations of interest under Minute No. 2, the Town Mayor and Councillor Suttle left the meeting before consideration of this item.

The Town Clerk updated those present on matters relating to the Shore Road ice cream concession, following a meeting between himself and the concessionaire on 4<sup>th</sup> July 2013.

It was noted that agreement in principle had been reached on a rental figure of £12,000 for the current financial year and that the site would be vacated when required to facilitate the seafront stabilisation scheme.

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

To agree the points set out in the Briefing Note dated July 2013, summarised above, and to instruct the Town Clerk to write to the concessionaire accordingly.

The Town Mayor returned to the Meeting and re-assumed the Chair.

(b) **Lease – Vodafone Mast**

Consideration was given to a proposed Deed of Variation to the lease terms for the Vodafone mast at Day's Park.

Following discussion, it was proposed by Councillor Suttle, seconded by the Town Mayor, and RESOLVED UNANIMOUSLY:-

That the matter be deferred to enable the Town Mayor and Deputy Mayor to discuss the matter further with the Council's valuer.

The meeting concluded at 8.30 p.m.

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