



**Minutes of the Annual General Meeting of the
Swanage Town & Community Partnership
held at The Town Hall, Swanage on
WEDNESDAY 8th JUNE 2016 @ 3.30 p.m.**

Present:

Kim Gallagher, Swanage Lions and Outgoing Chairman ST&CP
Councillor Mike Bonfield, Swanage Town Council and Outgoing Vice Chairman ST&CP
Peter Bowyer, Studland Parish Council
Robin Brasher, Isle of Purbeck Model Railway Group; Swanage Walking Group
Colin Brixton, CPRE; Photographic Society; Purbeck Society
Niki Clark, Management Support Officer, Swanage Town Council
Peter Clark, Swanage Cricket Club
Collette Drayson, Langton Parish Council
Collete Ford, Swanage Children's Centre
Bob Foster, Rotary; Swanage & Purbeck Development Trust
Jean Gibbs, Swanage Area Dementia Friendly Community
Laurence Gloyn-Cox, Swanage Coastal Change Forum; Probus 2
Neil Hardy, Swanage RNLI
Dave Morton, Dorset Partnership for Older People Programme; Swanage Youth Centre
Mel Norris, Swanage Museum & Heritage Centre
Sarah Randall, Swanage Library
Richard Smith, Friends of Durlston
Alison Spencer, Finance Officer, Swanage Town Council
Carl Styants, Education Swanage; The Swanage School

Also in attendance:

There were no members of the public present.

1. **Welcome**

The Chairman, Mrs Kim Gallagher, welcomed all Partners to the meeting.

2. **Apologies**

Apologies for their inability to attend the Meeting were received from Mrs Mo Andrews (SADFC), Mr David Bale (Mowlem Institute Charity), Councillor John Bishop (STC), Mrs Karen Delahay (S&PHA), and Mrs Anneliese Fay (SYC).

3. **Election of Chairman**

Proposed by Councillor Mike Bonfield, seconded by Mr Bob Foster and RESOLVED UNANIMOUSLY:

That Mrs Kim Gallagher be appointed Chairman of the Swanage Town & Community Partnership for the ensuing year.

4. **Election of Vice Chairman**

Proposed by Mrs Kim Gallagher, seconded by Mrs Collette Drayson and RESOLVED UNANIMOUSLY:

That Councillor Mike Bonfield be appointed Vice Chairman of the Swanage Town & Community Partnership for the ensuing year.

5. **Election of Honorary Secretary**

No nominations had been received for the position of Honorary Secretary. It was therefore agreed that the Town Council would cover secretarial duties for the ensuing year.

6. **Election of Honorary Treasurer**

As set out in the Swanage Town & Community Partnership (ST&CP) Constitution, Dr Martin Ayres, in his capacity as Town Clerk, would continue in his role as Honorary Treasurer.

7. **Election of Steering Committee Members in line with Paragraph 7 of the Constitution**

It was reported that four 'Expression of Interest' forms for the position of Steering Committee Members had been received, from Mr Bob Foster, Mr Dave Morton, Mr Mel Norris and Mr Richard Smith. A discussion ensued regarding election of Steering Committee Members in accordance with Paragraph 7. of the ST&CP Constitution, and it was therefore proposed by Councillor Mike Bonfield, seconded by Mrs Collette Drayson and RESOLVED UNANIMOUSLY:

That, in line with Paragraph 7. of the Swanage Town & Community Partnership Constitution, the Steering Committee Members for the ensuing year would be; Dr Martin Ayres, Councillor John Bishop, Councillor Mike Bonfield, Mr Bob Foster, Mrs Kim Gallagher, Mr Dave Morton, Mr Mel Norris, and Mr Richard Smith.

8. **Appointment of Independent Examiner of Accounts**

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.

9. **Chairman's Annual Report**

The Chairman reported that during the year ST&CP had concentrated on strategic priorities identified from the Swanage Local Plan, and had supported/been involved with the joint bid of Swanage Town Council (STC) and the Swanage & Purbeck Development Trust (S&PDT) to take on the Swanage Youth and Community Centre (SY&CC) building following the withdrawal of funding by Dorset County Council.

It was further reported that there had been more focus on the development of Swanage2027, and Theme Advisory Groups had been established to take forward, and find ways of delivering, the key projects identified, which were:

- **Heritage of Swanage**

- The Museum & Heritage Centre, Swanage Pier, Swanage Railway and Durlston Country Park were continuing to work together to promote Swanage as a 'Heritage' destination, details were given of free A3-sized 'tear-off' maps which had been produced and distributed to Visitor/Tourist Information Centres (TICs), and a Swanage 'passport' for the Heritage attractions, which included offers and rewards, was due to be launched next week. Discussions were ongoing with the District Council regarding a new joint promotional leaflet.
- The Heritage Working Group were continuing to explore potential options to improve

museum facilities in the town, and were in preliminary discussions with STC regarding proposals for a combined TIC and Museum & Heritage Centre building on the old shelter site in Shore Road. The group had visited other TICs and museums across Dorset, and there was one more visit to be made before a report on the visits, and proposals for the future, would be compiled. It was reported that a structural survey was awaited on the wall below Santa Fe Amusement Park to inform discussions about the future use of the old shelter site. A question was raised as to whether the group could liaise with other villages in Purbeck to discuss the possibility of 'Heritage trails'.

- **The Swanage Green Infrastructure Strategy** - PDC had started the detailed analysis needed to set up the project group, and Helen Lilley, Senior Landscape Architect, PDC, would be invited to a future S2027 meeting.
- **Sea Defence** – Swanage Coastal Change Forum was in the process of gathering evidence/information on behalf of the working group.
- **Town Centre Improvements** – the working group would be meeting with a local architect and members of the Chamber of Trade.
- **Local Listing and Conservation Areas** – the Purbeck Society were keen to be involved with the working group, and Mr Benjamin Webb, Design and Conservation Officer, PDC, would be attending the ST&CP Quarterly Meeting in September 2016 to give a presentation and undertake a Q & A session with Partners.

10. **Statement of Audited Accounts 2014/15**

A copy of the Certified Annual Report for the year ended 31st March 2016 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, one to the S&PDT of £500 to finance the creation of a new website, and one to Humphries Kirk solicitors for £360, being the final payment to be made for legal advice received by the S&PDT in order to complete an application to the Charity Commission. All outgoings had previously been approved by the Partnership.

It was noted that total funds held now sat at £24,103, of which £14,500 had been allocated to the S&PDT (remaining balance of the £15,000 drawdown facility that had been approved for the S&PDT at the ST&CP AGM held on 8th July 2014), and £9,603 of non-allocated funds.

11. **Minutes of the Quarterly Meeting held on 9th March 2016**

Proposed that these were a true record by Councillor Mike Bonfield, seconded by Mr Robin Brasher and agreed.

12. **Matters arising**

Purbeck District Council - Housing Needs Survey

It was reported that the detailed analysis had not been received as yet. A meeting of the Swanage Local Plan (SLP) Steering Group was being held on 10th June 2016 and an update would be requested. A question was raised regarding proposed changes to PDC's Housing Allocation Policy, which could have implications regarding people moving into Purbeck from outside of the area. This question would also be raised by the SLP Steering Group.

13. **Swanage Youth and Community Centre Project (SY&CC) – update**

Further to Minute No. 7. of the ST&CP Quarterly Meeting held on 9th March 2016, it was reported that the bid for the transfer of the freehold of the SY&CC to STC had been successful, and a detailed briefing note had been circulated to Partners with the agenda paperwork for information purposes. The briefing note gave an update on the current position, plans for the future, and proposals for a fund raising strategy which would be essential. A substantial amount of funding would be necessary to set up the new management structure required to run the

centre, and to refurbish, upgrade and equip the building. Longer term plans included possible extension and remodelling of the building, and it was noted that the building would be renamed 'The Centre'. A further update would be given at the next Quarterly Meeting.

A discussion ensued and queries were raised regarding possible services to be provided at the Centre, what the running costs would be, and what fundraising activities had been planned. An update was also given regarding Swanage Children's Centre by the Children's Centre Team Leader, as this had been interpreted incorrectly in the briefing note.

An 'open/fun day' had been held at the SY&CC on 4th June 2016. It was reported that this had been a successful and enjoyable day, with circa 200 attendees, and a very useful networking opportunity for all concerned. Architect's drawings/plans for the building had also been on display.

A reminder was given about the 'closing down' party being held by the existing Swanage Youth Centre team on Saturday 29th July 2016 at 7.00 p.m.

14. Swanage2027 – update

The Chairman had updated Partners on Swanage2027 during the Chairman's Annual Report under Minute No. 9. above. Updates were given on the following :

- The SLP Hearing would commence on 5th July 2016, and it was anticipated that sign-off would be during September 2016
- The Partial Review of the Purbeck Local Plan Part 1, Options Consultation, would be held from 9th June until 12th August 2016

15. Swanage & Purbeck Development Trust

A detailed briefing note had been circulated to Partners with the agenda paperwork for information purposes, which had also given updates on the following agenda items.

a) Update

It was reported that the Trust was becoming more established, an overview of the briefing note was given, and Partners were reminded of the benefits of becoming a member of the Trust. As previously advised, four projects had already become part of the S&PDT Charity, whilst retaining their own management structure, and the Trustees were pleased to report that another new scheme, Link Visiting, was in progress.

A query was raised regarding the Trust's Project Manual, which Trustees would follow-up.

b) Proposed draw down of next phase of funding for the Swanage Youth and Community Centre Project

Further to Minute No. 13. of the Annual General Meeting of the ST&CP held on 18th July 2014, it was reported that the Swanage2027 Steering Committee, at its Meeting held on 18th May 2016, had resolved to recommend to the ST&CP at the Annual General Meeting being held on 8th June 2016, that the Partners agreed to the drawdown of the remaining allocated funds of £14,500.00 to assist with the funding of the management of The Centre.

A discussion ensued as to what the funds would be used for, and it was explained that expenditure would include the set-up costs of the management structure, recruitment, and essential repairs/redecoration and equipping of the building, to enable a wider range of uses/attract greater use of the facilities, which would generate income streams to cover running costs in the future. There would also be the possibility of match funding once the funds had been transferred.

It was therefore proposed by Mrs J Gibbs, seconded by Mr N Hardy and AGREED:

That the Swanage Town & Community Partnership approve the drawdown of the remaining allocated funds of £14,500.00 to assist with the funding/set-up costs of The Centre.

It was noted that the Trust's website was now up and running successfully.

16. **Any other business**

a) **DCC - Herston Fields, Swanage, Village Green Application, Public Inquiry** – it was reported that the Inspector's report was currently being compiled, and would be submitted to DCC for a decision in due course.

b) **Updates were given as follows:**

- **Meeting of Minds** – there would be a meeting being held on 9th June 2016 to discuss concerns held regarding the Partial Review of the Purbeck Local Plan, and proposed housing numbers.
- **Partial Review of the Purbeck Local Plan** – the plans were available for viewing at Swanage Library.
- **Swanage Dementia Friendly Community** - would be attending an oriental evening in aid of charity at Smedmore House on 24th June 2016, hosted by Lady Sally Grylls. All proceeds from the evening would be donated to Dorset's Admiral Nurse campaign.
- **Middle Beach Café, Studland** – concerns were raised regarding National Trust's proposals to close the Café, a further update would follow at a future meeting.
- **Swanage RNLI** – a progress report was given regarding the new boathouse building works. The roof details were being finalised, and it was anticipated that the new lifeboat station would be in operation from mid-October 2016.
- **Coastal Change Forum** – it was reported that due to pending retirement the Forum would be looking at succession planning. It was felt that the role of a Coastal Engineer was vital and concerns were raised regarding the possible loss of expertise.
- **National Park Proposal** – a presentation would be given at the Town Council's Monthly Meeting in July 2016, and it was also intended for a presentation to be given at a future ST&CP Quarterly Meeting.
- **The Swanage School** – student examinations would be taking place this month. The school's academic ambition was to be among the top tier of Dorset's schools, through teacher dedication, hard work and proven and innovative teaching methods.
- **Swanage Children's Centre (SCC)** – it was reported that SCC was well used and that no jobs were currently at risk. The Centre provided services, activities, information and advice to families with children up to the age of five, some of whom had complex needs, and it was noted that attendees of the Fun Day had been impressed with the facilities and services on offer at SCC.
- **EU Referendum debate** – there would be an event held at the Emmanuel Baptist Church on Thursday 9th June 2016 from 7.00 p.m. to 9.00 p.m. There would be four speakers, and the opportunity for a 'Q & A' session, 280 places were available.
- **Durlston Country Park (DCP)** – DCP's application for 'Parks for People' had been submitted, and it was hoped that a decision would be forthcoming by the end of June 2016. If successful, the funds would be used to improve the woodland areas at Durlston.

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

Wednesday 14th June 2017, and Wednesday 14th September 2016, both at 3.30 p.m., at the Town Hall, Swanage.

The meeting closed at 4.55 p.m.
