

Minutes of the Meeting of the **CARAVAN PARK COMMITTEE** held at the **SWANAGE BAY VIEW HOLIDAY PARK** on **WEDNESDAY, 19<sup>th</sup> OCTOBER 2005** at 2.15 p.m.

PRESENT:-

Councillor G.M. Suttle – Chairman.  
Councillor C.R. Bright  
Councillor Mrs. J.A. Farrow  
Councillor Mrs. C. Gainsborough  
Councillor A.H. Miller (Town Mayor)

Also in attendance:- Councillor Mrs. C.A. Bartlett  
Councillor M.A. Tyrer

Mr. A. Leeson – Town Clerk  
Mr. N. Pearce - Holiday Park General Manager

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Trite and Mrs. Wheeldon.

2. **GENERAL MANAGER'S REPORT**

The General Manager reported on the following matters:-

- (a) The next phase of works to the water mains at the Holiday Park was currently being undertaken, with 25 units having been connected to the new supply within the past month.
- (b) A document containing various ideas and suggestions affecting the Holiday Park was submitted on behalf of the staff at the Park, and, having regard to the complexity of the matters raised, it was AGREED:-  
That a special meeting of the Committee be convened to enable detailed consideration to be given to the proposals.

3. **REFURBISHMENT SCHEME**

A “Design and Construction Comment” on the refurbishment works at the Swanage Bay View Holiday Park was submitted from Thornes, highlighting various omissions, design and snagging issues. The contents of the comprehensive report were noted, and these and other issues would be raised at the forthcoming meeting with Leisure Concepts.

4. **GENERAL ISSUES**

Councillor Bright referred to issues raised at the Extraordinary Meeting of the Council held on 12<sup>th</sup> September 2005 (Minute No.4), and enquired whether these would be dealt with at a meeting of the Caravan Park Best Value Working Group. The Clerk replied that it was not considered to be necessary to reconvene the Caravan Park Best Value Working Group as these matters would be referred

to the next meeting of the Caravan Park Committee, when the principles of “Best Value” would be applied.

**5. EXCLUSION OF PRESS AND PUBLIC**

Proposed by Councillor Suttle, seconded by the Town Mayor, and  
RESOLVED:-

That, as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public be excluded from the Meeting during consideration of the following matters.

**6. GENERAL MANAGER’S REPORT (Continued)**

A detailed statement of caravan sales and stocks was submitted for information, together with a trading and profit and loss account.

During the ensuing discussion, concern was expressed at the level of caravan stocks held, with particular concern at the number and age of used caravans taken in part exchange.

Questions were also raised regarding the development of new pitches, the siting of the caravan stocks held, and the possible loss of revenue from site rents.

Following a lengthy debate, it was AGREED:-

That the stock of secondhand caravans be reduced as soon as possible, in order to assist the Council’s cashflow.

**7. STAFFING ISSUES**

Further to Minute No. 11 of the Special Meeting of the Council held on 19<sup>th</sup> September 2005, the Clerk updated Members on various staffing issues.

A formal process of evaluation had been undertaken with regard to cleaning staff, following which a redundancy package had been accepted by one employee.

Other staffing issues relating to reception/swimming pool duties had not yet been determined, and, following discussion, it was proposed by the Town Mayor, seconded by Councillor Suttle, and AGREED:-

That further information be prepared and presented for consideration at the next meeting of the Caravan Park Committee.

**8. FUTURE BUSINESS STRATEGY**

Further to Minute No. 4 of the Special Meeting of the Council held on 12<sup>th</sup> September 2005, and the Council’s decision to close the Swanage Bay View Restaurant until the beginning of the 2006 summer season, the Chairman invited suggestions for the future operation of this facility.

Various options were put forward, including temporary arrangements and a possible franchise operation, but having regard to the complexity of the matter, it was proposed by Councillor Suttle, seconded by Councillor Miller, and AGREED:-

That the matter be considered in greater detail at the next meeting of the Caravan Park Committee.

It was FURTHER PROPOSED:-

To recommend that expressions of interest be invited for the restaurant facility, and that the post of Restaurant Manager be advertised, to enable all options to be considered.

During the discussion, possible implications affecting the management structure at the Holiday Park were acknowledged, and it was AGREED:-

That this matter be considered at the next meeting of the Caravan Park Committee.

**9. DATE OF NEXT MEETING**

Having regard to the urgent nature of various matters raised, it was AGREED:-

That the next meeting of the Committee be held in the Town Hall on Wednesday, 2<sup>nd</sup> November 2005 at 2.15 p.m.

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