

Minutes of the Meeting of the **CARAVAN PARK COMMITTEE** held at the **TOWN HALL, SWANAGE** on **WEDNESDAY, 26<sup>th</sup> APRIL 2006** at 2.15 p.m.

PRESENT:-

Councillor Mrs. C. Gainsborough, JP

Councillor C.R. Bright  
Councillor Mrs. J. Farrow

Also in attendance:- Councillor M. Tyrer  
Mr A. Leeson – Town Clerk  
Mr. N. Pearce – Caravan Sales and Operations  
Manager.

1. **ELECTION OF CHAIRMAN**

In the absence of the Town Mayor, it was proposed by Councillor Mrs Farrow, **SECONDED** by Councillor Bright and **RESOLVED**:-

That Councillor Mrs Gainsborough be appointed chairman of the meeting.

Councillor Mrs Gainsborough assumed the chair.

2. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from the Town Mayor and Councillor Trite.

3. **CARAVAN SALES AND OPERATIONS MANAGER'S REPORT**

The Caravan Sales and Operations Manager reported on the following matters:-

- (a) Upgrading of the water supply at the Holiday Park was continuing to reduce costs for the Town Council. Water loss through leakage had been considerably reduced and a saving of approximately £2,000 had been made during the past two months, compared with the same period last year.
- (b) A number of complaints had been received in relation to the Swimming Pool and an investigation was currently being carried out. Complaints had also been received about the condition of the changing rooms. A number of quotations had been received for their redecoration. The apparent dirty condition of the floor was raised and possible changes to the drainage of the area discussed. It was **AGREED**:  
That any work should be undertaken at a quiet time of year, possibly in the weeks before the October half-term.
- (c) A serious power cut had occurred at the Holiday Park over Easter due to the high demand for electricity from the local sub-station. The technical issues and potential remedial action were discussed. It was noted that such levels of demand were a rare occurrence.
- (d) The question of responsibility for controlling access to the Indoor Bowls Hall during the summer season was raised. From the 1<sup>st</sup> May each year

access to the facilities had been controlled by the Town Council, and in previous years this responsibility had been undertaken by the Bar Manager. However, now that the Bar and Catering function has been leased out the question of responsibility for health and safety and other security issues was highlighted. After a lengthy discussion it was PROPOSED by Councillor Bright, SECONDED by Councillor Mrs Farrow and RESOLVED UNANIMOUSLY:

That the Indoor Bowls Hall be temporarily unavailable for public hire due to health and safety considerations, and that these issues be dealt with as a matter of urgency.

4. **EXCLUSION OF PRESS AND PUBLIC**

Proposed by Councillor Mrs. Gainsborough, seconded by Councillor Mrs Farrow 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.

5. **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 29<sup>th</sup> MARCH 2006**

(a) **“Exercise on Prescription”**

Further to Minute No. 3 (b) it was noted that the Primary Care Trust had yet to be approached for further information relating to “exercise on prescription”.

(b) **Pitch Development**

Further to Minute No. 5 (b) the Caravan Park Sales and Operations Manager provided details relating to eighteen possible pitches for siting larger units. It was noted that as each of these sites were currently occupied by caravans they were not available to house larger units at the present time. Following discussion of the possibility of introducing differential prices for pitches of different sizes it was AGREED:

That no further caravans measuring 16 feet wide or over be sited at the present time, and that the question of differential pricing be referred to the next meeting of the Caravan Park Best Value Review Working Group.

6. **BARS AND CATERING FUNCTION – CONTRACTURAL AND OPERATIONAL ISSUES**

A number of outstanding snagging issues were briefly discussed before the Caravan Park Sales and Operations Manager reported that the bars and catering contractor had requested that the doors to the swimming pool be locked when the pool was closed. It was noted that the fire exit from the upstairs bar passed by this entrance. After further discussion it was AGREED:

That the Caravan Park Sales and Operations Manager enquire of the Fire Officer and local Building Control department whether there would be any objections to a lock being placed on the swimming pool doors.

7. **ANY OTHER MATTERS THE CHAIRMAN DECIDES ARE URGENT**

(a) **Signage**

The Town Clerk provided background information regarding proposed new directional signs for the Swanage Bay View Holiday Park. Correspondence had been received from the County Council following a request for new signs to the neighbouring caravan park, which was being re-branded as the Swanage Coastal Park. The County Council had submitted some suggested designs and costs for joint signage proposals. It was noted that these signs would direct traffic via Bell Street rather than Steer Road, as at present. The proposed wording of ‘Swanage Coastal and Bay View Holiday Parks’ was rejected and the substantial design costs of the proposed signs was also highlighted. After further lengthy discussion it was PROPOSED by Councillor Bright, SECONDED by Councillor Mrs Farrow and RESOLVED UNANIMOUSLY:

That, given the substantial cost of the signage and the Town Council’s wider policy on sign posting, the Swanage Bay View Holiday Park be signposted only from Priests Road, and that the alternative costs be obtained.

(b) **Staffing**

The Town Clerk reported that there had been a resignation of a member of staff from the reception team and that the Reception Manager was reviewing the staffing situation.

8. **DATE OF NEXT MEETING**

It was agreed that the next meeting of the Town Council to discuss the Caravan Park would be a meeting of the Caravan Park Best Value Review Working Group.

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