

Minutes of the Special Meeting of the Swanage Town Council held to discuss **POLICY AND PLANNING** matters at the Town Hall, Swanage on **MONDAY, 18th OCTOBER 2010** at 9.30 a.m.

PRESENT:-

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

Councillor C.R. Bright
Councillor Mrs. G.A. Marsh
Councillor Mrs. A. Patrick
Councillor S. Poultney
Councillor M. Whitwam
Councillor A. Wiggins

No members of the public were present at the Meeting.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Audley, Gloyn-Cox, Hadley, and Pratt.

2. **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

6/2010/0599 **Mr P McLintic**

Erect rear first floor extension to extend existing bedroom and form first floor balcony. Insert additional rooflight within east elevation. 131 Kings Road West, Swanage.

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

6/2010/0600 **Administrator to Swan Country Homes**

Variation of Condition 2 of PA 6/2009/0068. (Installation of a roof window smoke vent on the east elevation) to increase size of smoke vent.

Sea Court, 6 Taunton Road, Swanage.

OBSERVATION: No objection.

The following application was not discussed by the Town Council as it was considered that a conflict of interest existed given that the Town Council retained the freehold ownership of the Swanage Bay View Holiday Park.

6/2010/0601 **Mr M Farmer**

Erect timber decking.

197A Swanage Bay View, Panorama Road, Swanage.

The following application was not discussed by the Town Council by reason of being applicant and owner of the land.

6/2010/0602 **Swanage Town Council**
Change of use of land from agricultural to cemetery extension (natural burial).
Land adj. Godlingston Cemetery, Washpond Lane, Swanage.

6/2010/0606 **Mr R Stopford**
Erect two storey side extension and front porch; widen existing access and install dropped kerb.
Mill Cottages, 2 Ulwell Road, Swanage.
OBSERVATION: No objection.

6/2010/0607 **Ms D McAlpin**
Change of use from guest house to private dwelling.
14 Burlington Road, Swanage.
OBSERVATION: No objection.

6/2010/0612 **Mrs A Day**
Rebuilding of dry stone wall. (Retrospective).
419 High Street, Swanage.
OBSERVATION: No objection.

Before consideration of the next item, Councillor Bright declared a personal interest under the Model Code of Conduct by reason of being a close friend of the applicant. As his interest was prejudicial, he left the Meeting during the debate.

6/2010/0616 **Mr R Youngs**
Erect front and rear extensions and form rooms in roof with front and rear dormer windows and roof lights. Erect extension to rear of garage to form store.
22 Cauldron Crescent, Swanage.
OBSERVATION: Recommend refusal. Consider overdevelopment and out of keeping with existing street scene.

The following application was not discussed by the Town Council as it was considered that a conflict of interest existed given that the Town Council retained the freehold ownership of the Swanage Bay View Holiday Park.

6/2010/0620 **Mr S Deas**
Erect uPVC decking.
234B Swanage Bay View, Panorama Road, Swanage.

3. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30th September 2010 was submitted for information (a copy attached at end of these Minutes).

4. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Bright, seconded by Councillor Poultney, and
RESOLVED:-

That the accounts specified in the Orders on Treasurer
Nos. 7 and 7a, amounting to £320,945.61 and £93,863.81
respectively be paid, and that cheques be drawn therefor.

5. **CAPITAL PROGRAMME**

(a) **Town Hall Roof**

The Operations Manager reported on the deteriorating condition of the Town Hall roof and highlighted the urgent need for repairs following recent water ingress through the roof into the main roofing voids and walls.

During the ensuing discussion, it was acknowledged that although relocation of the Town Council's administrative function, together with offices for the CAB, registrar etc. had been considered, it was extremely unlikely that alternative accommodation would become available in the short to medium term. It was therefore considered vitally important that the building be maintained to prevent further acceleration of decay.

It was proposed by the Town Mayor, seconded by Councillor Mrs. Patrick, and RESOLVED UNANIMOUSLY:-

That expenditure not exceeding £35,000 be authorised
for extensive refurbishment of the Town Hall roof and
associated works.

Consideration was also given to the deteriorating condition of the stone work of the facade of the Town Hall. It was noted that an informal approach had been made regarding a possible contribution towards funding of works by the Mercers Company (London) and that this would be followed up by a formal request.

(b) **Vehicle Fleet**

Details of the Council's existing vehicle fleet and possibilities for procurement/exchange of vehicles had been circulated to all Members prior to the Meeting.

Councillor Poultney presented his observations on the subject, and then declared his interest under the Model Code of Conduct by reason of being the Council's vehicle maintenance contractor. As his interest was prejudicial, he left the Meeting prior to the debate.

Detailed consideration was given to the condition, and possible replacement, of the Council's vehicle fleet. During the ensuing discussion, it was acknowledged that, although mechanically sound, the two Citroen vans were in a poor condition.

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

That the two Citroen vans be part-exchanged for a
Nissan NV 200 SE van and a Ford Fiesta 1.4 TDCi
van at a cost of approximately £20,200.

Consideration was then given to the replacement of the Council's Nissan dropside trucks. During the ensuing discussion, it was noted that a generous part-exchange scheme was available for vehicles within the manufacturers warranty period, and the Nissan vehicles were currently still eligible for this scheme.

Following further discussion, it was proposed by Councillor Bright and seconded by Councillor Mrs. Marsh:-

To authorise the replacement of the Council's three Nissan vehicles in accordance with the part-exchange scheme outlined in item b) of the Briefing Note dated 18th October 2010.

Upon being put to the Meeting, FOUR Members voted IN FAVOUR of the Proposition and there were TWO ABSTENTIONS, whereupon the Proposition was declared CARRIED.

It was FURTHER RESOLVED:-

That a Sinking Fund be set up to provide for the future replacement of the Council's vehicle fleet.

6. **DORSET REGISTRATION SERVICE**

(a) **Council Chamber**

An e-mail dated 13th October 2010 was submitted from the Dorset Registration Service drawing attention to the limited venues currently available in Swanage for civil weddings, and requesting that consideration be given to licensing of the Council Chamber as a Ceremony Room. If the request received favourable consideration, the costs of the application and a three year licence would be met by the Dorset Registration Service. During the ensuing discussion, questions were posed regarding insurance, eligibility for VAT and the provision of car parking facilities, and it was proposed by the Town Mayor, seconded by Councillor Bright, and RESOLVED UNANIMOUSLY:-

That permission be given to Dorset Registration Service to proceed with the licensing application for the Council Chamber as a Ceremony Room for civil weddings, subject to satisfactory conclusion of the points highlighted above.

(b) **Relocation of CAB/Registrars' Accommodation**

The Acting Town Clerk reported on a request received from representatives of the Dorset Registration Service for a change of venue within the Town Hall for the provision of the registration service and CAB services.

It was suggested that the room currently used by the Swanage Town & Community Partnership would provide a more appropriate waiting area for clients and the inner room would be suitable for interviewing clients in privacy.

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

That the Acting Town Clerk be authorised to negotiate a change in venue for the Dorset Registration Service/ CAB to the room currently used by the Swanage Town & Community Partnership.

7. **METEOROLOGICAL RECORDS**

The meteorological records for the month of September 2010 were submitted for information.

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

- (a) A meeting of the Purbeck Area Committee of the DAPTC was scheduled to be held in Wareham Town Hall at 7 p.m. on Wednesday, 20th October 2010 and it was noted that consideration of the Purbeck Core Strategy was an agenda item.
- (b) An Extraordinary Meeting of the Swanage Town Council would be held in the Town Hall, Swanage on Monday, 25th October 2010 at 9.30 a.m. to receive and approve the amended Annual Statement of Accounts 2009/10.

9. **EXCLUSION OF PRESS AND PUBLIC**

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

10. **PURBECK LOCALITY REVIEW**

The Acting Town Clerk reported that a meeting was scheduled to be held at Westport House, Wareham on Thursday, 21st October 2010 at 7 p.m. to consider the Purbeck Locality Review. The Review had been undertaken to record land and buildings in public ownership in the Purbeck area and to identify opportunities for future joint working and efficiency savings.

11. **INVESTMENT ADVICE**

Further to Minute No. 5 of the Finance & Performance Management Committee meeting held on 6th September 2010 and subsequent presentations given by three companies providing specialised advice on treasury management to local authorities, consideration was given to the appointment of treasury management advisers.

After careful consideration, it was proposed by Councillor Mrs. Patrick, seconded by Councillor Poultney, and RESOLVED UNANIMOUSLY:-

That Arling Close be appointed as the Town Council's Treasury Management Advisors for a period of three years.

12. **LEGAL ISSUES**

(a) **Land South of Holiday Park**

Further to Minute No.84 (a) of the Council meeting held on 4th October 2010, the Acting Town Clerk updated Members on matters relating to the occupation of land south of the Holiday Park.

(b) **Lease – RNLI Boathouse**

Before consideration of this item, Councillor Mrs. Marsh declared a personal interest under the Model Code of Conduct, and as her interest was prejudicial, she left the Meeting during the debate.

A letter dated 9th September 2010 was submitted from the Property Transactions Manager of the RNLI requesting that consideration be given to the renewal of the lease of the Swanage Lifeboat Station at Peveril Point for a further period of 21 years with effect from 24th December 2010.

During the ensuing discussion, reference was made to the potential for the

disposal of the freehold of the premises.

It was then proposed by Councillor Bright, seconded by Councillor Mrs. Patrick, and RESOLVED UNANIMOUSLY:-

That the Acting Town Clerk be authorised to negotiate in the matter with the RNLI.

(c) **Swanage Bay View Holiday Park**

The Acting Town Clerk reported on a matter relating to the Swanage Bay View Holiday Park, which was currently being dealt with by the Council's legal advisers.

The Meeting concluded at 10.50 a.m.
