

Minutes of the **SPECIAL MEETING** of the Swanage Town Council, held at the Town Hall, Swanage on **MONDAY , 13th JANUARY, 2003** at **9.30 a.m.**

PRESENT:-

Town Mayor, Councillor A.H. Miller – Chairman.

Councillor Mrs. C.A. Bartlett	(until 2.45 p.m.)
Councillor G.A. Baume	
Councillor Mrs. J.A. Farrow	
Councillor Mrs. C. Gainsborough	
Councillor Mrs. G.A. Marsh	
Councillor Mrs. H. O'Donovan	(until 4.40 p.m.)
Councillor W.S. Trite	(from 9.50 a.m.)
Councillor M.R. Woolley	
Councillor Mrs. J.D. Wheeldon	

120. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Roscoe and Suttle.

121. **ANNUAL ESTIMATES**

The Clerk submitted Estimates for the financial year ending 31st March 2004, and these were considered in conjunction with the seasonal charges.

He gave a brief summary of the Estimates and the balances carried forward. The Clerk reminded Members that the 2001/02 accounts had not yet been audited, and therefore the surplus brought forward had not been verified. However, the increased balances reflected the improved budget monitoring and tighter control of costs. He also drew attention to the national pay award increases and additional employers pension costs, and explained that provision for these had been incorporated within the revised 2002/03 Estimates and the Estimates for 2003/04.

Following detailed consideration, it was RESOLVED:-

That the Estimates be approved, subject to a contribution of £150,000 being allocated to the Repairs and Renewals Fund in the year 2003/04.

During the discussion, it was noted that the budgets contained provisions for increasing advertising and promotion of the main income activities, such as caravan sales and holiday lettings, beach gardens, beach bungalows and the boat park. Although car parking revenue continues to be one of the Council's principle income generating activities, no significant increases in the charges were proposed.

Consideration was also given to the Council's commitment to reduce its temporary loan debt by £100,000 before March 2005, and in each year thereafter until 2011. During the ensuing discussion, it was noted that the Council was currently remaining on target to meet this commitment, and it was proposed by Councillor Mrs. Gainsborough and seconded by Councillor Mrs. Wheeldon:-

That an additional sum of £50,000 be transferred from Revenue Balances to reduce the Council's loan debt in 2003/04.

Upon being put to the Meeting, THREE Members voted IN FAVOUR of the Proposition and FIVE AGAINST, whereupon the proposition was declared NOT CARRIED.

122. **CAPITAL PROGRAMME**

The Clerk submitted details of the proposed Capital Programme, which included revised Estimates for the years 2002/03 and 2003/04. (A copy attached at end of these Minutes).

Following detailed consideration, it was RESOLVED:-

That the Capital Programme be approved, subject to the following amendments:-

- (a) Seafront – No beach hut replacements in 2003/04
Estimate to be reduced by £15,000
- (b) Public Conveniences – Mermond Place – Reconversion
No work to be undertaken Estimate to be reduced by £8,500
- (c) Play Area – Sydenham Road
No work to be undertaken Transfer allocation of £5,000 to Recreation Ground.
- (d) Godlingston Cemetery Gate Replacement Repairs
Re-allocate the sum of £2000 from 2004/05 budget to 2003/04.

123. **SEASONAL AND OTHER CHARGES**

Members of the Council had before them the schedule of existing charges, copies of which had been circulated in advance of the Meeting.

After detailed consideration, it was RESOLVED:-

That the following fees and charges be made for the year 2003/2004:

	Amount (Incl.VAT unless otherwise stated) £ p
1. <u>CAR & BOAT PARKS</u>	
<u>Peveril Boat Park</u>	
<u>Per Grid</u>	
Boats and trailers	
Up to 13ft	
Summer – 1 May – 31 October	
Season	150.00
Weekly	N/A
Winter – 1 November – 30 April	70.00
Up to 16ft	
Summer – 1 May – 31 October	
Season	175.00
Weekly	N/A
Winter – 1 November – 30 April	75.00
Up to 22ft	
Summer – 1 May – 31 October	
Season	287.00
Weekly	N/A
Winter – 1 November – 30 April	128.00
Up to 29ft	
Summer – 1 May – 31 October	
Season	420.00

Weekly	N/A
Winter – 1 November – 30 April	188.00
Daily Launch Fees – Throughout the year	
Boats – Up to 16ft	10.00
Up to 29ft	10.00
Daily Launch Fees (Boat only – removal of trailer)	
Boats	6.00

It was RESOLVED:-

That no increases be made to the existing charges.

During consideration of the above charges, concern was expressed at the loss of revenue when boats are launched outside of normal working hours. It was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. Bartlett, and RESOLVED:-

That flexible working hours be introduced at the Boat Park during the summer season.

Broad Road

Cars Daily - Summer	6.00	
Winter	4.00	
Cars up to 4 hours - Summer		4.00
Winter	2.00	
Cars up to 2 hours - Summer		2.50
Winter	1.00	
Campervans required to purchase two tickets. (Summer charges apply April to October inclusive) (Winter charges apply November to March inclusive).		as above x 2

It was proposed by Councillor Baume, seconded by Councillor Mrs. Gainsborough, and RESOLVED:-

That the above charges be levied at Broad Road car park.

Recreation Ground (Mermond Place)

(Maximum of 2 hours)	
Cars Hourly – Summer	1.00
Winter	0.20
Overnight parking 7 p.m. to 8 a.m. 8 a.m. – 10 a.m. Free (No camping – No sleeping)	1.20
Charges will apply throughout the year.	

It was RESOLVED:-

That no increases be made to the existing charges.

Recreation Ground (Residents)

(Maximum of 2 hours)	
Cars per hour – Summer	0.40
Winter	0.20
Overnight parking 7 p.m. to 10 a.m. (No camping – No sleeping)	Free

Charges will apply throughout the year.

It was RESOLVED:-

That no increases be made to the existing charges.

Peveril Point (Residents)

Annual Season Ticket (Max. Number of Permits 45) £125.00

It was proposed by the Town Mayor and seconded by Councillor Mrs. Marsh:-

That the sum of £125.00 be charged for Residents
Annual Season Tickets at Peveril Point.

An AMENDMENT was moved by Councillor Mrs. O'Donovan and seconded by
Councillor Mrs. Bartlett:-

That the sum of £60.00 be charged for Residents
Annual Season Tickets at Peveril Point.

Upon being put to the Meeting, TWO Members voted IN FAVOUR of the Amendment
and EIGHT AGAINST, whereupon the Amendment was declared NOT CARRIED.

The Original Proposition was put as a SUBSTANTIVE MOTION, and CARRIED, with
EIGHT Members voting IN FAVOUR and TWO AGAINST.

North Beach (De Moulham Road)

Cars Daily	3.50	
Cars up to 2 hours		1.00
Cars Weekly	15.00	
Campervans/Coaches Daily	7.00	
Coaches 2 hours or less	4.00	

Charges will apply April to October (inclusive).

It was RESOLVED:-

That the above charges be levied at North Beach car park.

Main Beach (Victoria Avenue)

Cars Daily	5.00	
Cars for 1 hour	1.00	
Cars for 2 hours	2.00	
Cars for up to 4 hours	3.50	
Cars Weekly	25.00	
Coaches Daily (King George's Trust)	7.00	
Coaches 2 hours or less (King George's Trust)	4.00	
Annual Private & Business	200.00	

Charges will apply April to October (inclusive).

Cars & Coaches for up to 24 hours	1.00	
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Charges will apply November to March (inclusive)

It was RESOLVED:-

That no increases be made to the existing charges.

Co-op Pioneer (Central)

(Maximum of 2 hours)

Cars per Hour – Summer	1.00	
Winter	0.20	

Overnight parking 7 p.m. to 8 a.m. 8 a.m. – 10 a.m. Free (No camping – No sleeping)		1.20
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Annual Taxis (per permit)	460.00
Charges will apply throughout the year.	

It was RESOLVED:-

That the annual charge for taxi permits
be increased to £460.00

<u>Excess Charge Penalty</u>	40.00
* Reduced to £25 for payment within 10 days.	

2. **BEACH GARDENS**

Tennis	
Singles/Doubles Hourly (hourly per court)	6.30
With Club Member (per person)	3.35
Club – Adult (Year)	95.00
Club – Junior (Year)	36.00
Club – Adult (Summer)	65.00
Club – Junior (Summer)	26.00
Club – Adult (Winter)	34.00
Club – Junior (Winter)	13.50
Schools (per court)	3.25
Children (under 16 years 12-2 p.m.)	2.20
Students (Year)	38.00
Family Membership (Husband & Wife plus up to 2 children * in Junior Club)	
Year	200.00
Summer	145.00
Winter	67.50
Charge for each additional child	22.50
Family Membership (Husband & Wife plus up to 2 children * in Senior Club)	
Year	210.00
Summer	155.00
Winter	75.00
* Charge for each additional child	22.50
Racket Hire	0.60
Tennis Ball Hire	0.50

It was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Baume, and
RESOLVED:-

That the above charges for tennis be approved.

Putting

Per Round – Adults	2.50
Per Round – Children (under 16)	1.00
Family (2 Adults + 2 Children)	6.00
Season (Adults only)	Obsolete

It was RESOLVED:-

That Adult putting charges be increased to £2.50.
No increases be made to the other existing charges.

During discussion of the above item, the reduction of income from putting was
considered.

It was RESOLVED:-

That the feasibility of introducing "Crazy Golf" be investigated.

Bowls

Club Season – Adults	110.00	
Club Season – Juniors (under 16)		32.00
Hourly (per person)	3.00	
Hourly (under 16 accompanied by an adult)	1.25	
Hire of Slips (per pair per game)	1.80	
Hire of Woods (per set of 4 per game)	1.80	

It was RESOLVED:-

That the above charges for bowls be approved.

Pavilion

(Charges include heating, lighting and use of kitchen and equipment).

Per Session (1 section)	14.00
Morning, Afternoon or Evening (2 sections)	20.00
Short Tennis Coaching Course – Juniors (Use of Pavilion)	5.00

It was RESOLVED:-

That the above charges for the use of the Pavilion be approved.

3. BEACH

Huts and Bungalows – Weekly (Charges for 2003 Season - Already approved)

N.B. All charges shown include VAT.

<u>Period</u>	<u>Bungs.</u>	<u>Bungs.</u>
	<u>The Spa</u>	<u>Shore Road</u>
	£ p *	£ p *
Easter – Fri 23 rd May	33.00	33.00
Sat 24 th May – Fri 11 th July	57.00	57.00
Sat 12 th July – Fri 5 th September	108.00	108.00
Sat 6 th Sept. – Fri 26 September	57.00	57.00

* including equipment and electricity.

Huts and Bungalows – Daily (Charges for 2003 Season)

	£ p *	£ p *
Easter – Fri 23 rd May	7.00	7.00
Sat 24 th May – Fri 11 th July	10.00	10.00
Sat 12 th July – Fri 5 th September	17.50	17.50
Sat 6 th Sept – Fri 26 September	10.00	10.00

* including equipment and electricity.

Season Charges for 2003 Season (For existing holders only)

Summer (1 st April – 30 th September)	N/A	1534.00
Winter (1 st October – 31 st March)		N/A
Obsolete Private Sites	175.00	

It was RESOLVED:-

That the above beach hut charges be approved.

4. TOURIST INFORMATION CENTRE

Advertising Board 3ft x 4ft (Annual)	200.00 + VAT
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Advertising "A" Boards (Max. 7 + Council's own)	100.00 + VAT
Illuminated Cabinet (Retain for Council's own use)	N/A
Accommodation Service - Serviced	10%
Accommodation Service – Self-catering	5%
Caravan and Camping Leaflet Advertising	82.25
Website Advertising – Full Page	44.06
Link Page	7.05
Line Entry (for Advertisers in Guide)	Free
Registration Fee (One season only)	60.00

It was RESOLVED:-
That the above charges be approved.

5. **CARAVAN PARK**

Sites per season	1732.19 (Incl.Rates)
Construction of Bases	At cost
Furnished Caravan Lettings Commission	17.5%

Shop

2900.00
(Ex.Rates)
Lease expires 31/3/2008.
Rent review 31/3/2005.

Councillor Baume declared a personal interest in the following matter under the Model Code of Conduct as Chairman of the Purbeck Gun Club, and as this was a prejudicial interest, left the Meeting during the discussion.

Rifle Range
(Purbeck Gun Club)

940.00
Lease expires 31/12/2007.
Annual Rent Review
(Ex.VAT)

Swanage Choral & Operatic Society

10.00 per annum
Ground Rent
Lease expires 31/3/2016

Vista Complex & Swimming Pool

	<u>New Charges</u>
Gym/Sauna/Swim/Solarium (all in one ticket)	
Adult	2.20
Child/OAP	1.40
Adult Swim	Obsolute
Child/OAP Swim	Obsolute
All in One Tickets (per book of 10)	
Adult	18.40
Child/OAP	12.60
Swimming Pool Hire (per hour)	36.75
Lifeguard Charge (per hour)	15.75
Charge to Schools (per hour)	23.90
Sauna	Obsolute
Solarium	Obsolute
Gym	Obsolute
Gym/Sauna/Swim (Excl.Solarium)	N/A
Gym/Sauna/Swim (Incl.Solarium)	N/A

Indoor Bowl (per rink – max 4 people)	3.20
Woods Hire	1.10
Table Tennis	0.60

Vista Hall Hire Charges

Daily (10 a.m. – 5 p.m.)	32.00
Evening (5 p.m. – Midnight)	42.00
Night (Midnight – 1 a.m.)	N/A
Charge made for own catering	42.00

It was RESOLVED:-

That the above charges relating to the Caravan Park be approved.

6. ALLOTMENTS

Prospect (per rod)	2.50
Water Charge (per allotment)	

It was proposed by Councillor Mrs. O'Donovan, seconded by Councillor Baume, and RESOLVED:-

That the charge for allotments be increased to £2.50 per rod.

7. PEVERIL POINT

Angling Club	450.00 (Ex.VAT) Lease expires 30/4/2023
Hut only (concrete) & Site Angling Club	
Dinghy Storage (Angling Club)	150.00
Dug-Out (per week)	5.65
Garage (per week)	Vacant
Garage Site	235.00 (Ex.Rates) Lease expires 27/6/2004 (Rent Review 1/6/2003)
Fishermen's Storage (Former Gentlemen's Conveniences)	Vacant
Rent of Hut Site (Adj. Fishermen's Huts)	130.00
Fishermen's Huts	280.00
Boathouse Sites x 2	170.00

It was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. Bartlett, and RESOLVED:-

That the above charges be approved.

Councillor Mrs. Marsh declared a personal interest in the next item, under the Model Code of Conduct due to her family involvement in the beach concessions, and as this was a prejudicial interest, left the Meeting during the discussion.

8. BEACH CONCESSIONS

Monkey Beach Boat Rings (Private)	45.00
Pleasure Boats (exceeding 30 passengers)	530.00
(not exceeding 30 passengers)	475.00

(not exceeding 12 passengers)	160.00
Motor Boat (not exceeding 15 feet)	105.00
Hut on Quay	90.00

It was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. Bartlett, and
RESOLVED:-

That the above charges be approved.

9. TOWN HALL LETTINGS

Council Chamber

Public Meetings and Lectures	25.00
Property Auctions	87.50
Annexe	13.00

Committee Room/Annexe

Regatta Committee, Tithe Barn, Town Band, Red Cross, Royal British Legion, Town Partnership and Radio Link Shop Watch. Charge	12.50 Free of
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It was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. Bartlett, and
RESOLVED:-

That the above charges be approved.

10. KING GEORGE V FIELD (TRUST)

Caravan Club Rallies (Daily per Unit)	12.50
Football Pitch & Changing Facilities	25.00 (Ex.electricity)
“ (Youth Teams)	12.00 (Ex.electricity)

11. FORRES SPORTS FIELD

Football Pitch & Pavilion	25.00 (Ex.electricity)
“ (Youth Teams)	12.00 (Ex.electricity)

12. DAY'S PARK (TRUST)

Football Club	5.00 (under lease to Swanage F.C. expiring 31/3/2008)
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13. JOURNEY'S END

Football Pitch	12.00
Youth Teams	6.50
Isle of Purbeck Arts Club	150.00 (Lease expires 31/3/2002 – New agreement pending) (Ex.VAT)

It was RESOLVED:-

That the above charges relating to sports facilities be approved.

14.

EXEMPT INFORMATION

Section 100a (4) of the Local Government Act 1972

Part 1 – Schedule 12a

Paragraph 12

15. GODLINGSTON CEMETERY (All fees and charges are inclusive of VAT as applicable).

Garden of Rest

Cremation plot for burial of cremated remains in casket or urn.

- | | |
|--|-------------|
| (i) Interment Fees – for burial of casket or urn in plot 2' x 2': | |
| (a) first interment | 80.00 |
| (b) for each additional interment (to 4 interments) | 80.00 |
| (c) for interments on Saturdays and Public Holidays
additional to above including the period Christmas
Eve to New Year's Day | 100.00 |
| (ii) Exclusive Rights – for grant of right of burial for a
period of one hundred years (each space in this section) | 215.00 |
| (iii) Memorials – Flat stones only, to be flush with grass 2' x 2' | 110.00 |
| (iv) Fee for persons not late resident within the Parish | Double Fees |

Earthen Graves

- | | |
|--|--------|
| (i) Interment Fees – for body of | |
| (a) child whose age at time of death did not exceed
THREE years in a grave not exceeding in depth:
7 feet (2 interments) | 57.50 |
| (b) person whose age at time of death exceeded
THREE years in a grave not exceeding in depth:
7 feet (2 interments) | 215.00 |
| Caskets | 325.00 |

- (c) for interments on Saturdays, Sundays and Public Holidays – additional to the above (a) and (b) including the period between Christmas Eve and New Year’s Day 250.00

Note

Where the bodies of a still-born and/or other person are buried in the same grave at the same time the fees shall be related to the first interment.

- (ii) Exclusive Rights for the grant of right of burial for a period of one hundred years each space in:
- | | |
|--------------------|--------|
| Section A | 325.00 |
| Section B | 270.00 |
| Children’s Section | 50.00 |

Brick Graves or Vaults

- (a) Right to construct (including grant of right of burial therein for a period of one hundred years) on each space:
- | | |
|-----------|---------|
| Section A | 1850.00 |
| Section B | 1600.00 |
- (b) First Interment 1100.00
(c) Re-opening 1100.00
(d) For interment Saturdays, Sundays and Public Holidays additional to (b) and (c) including the period between Christmas Eve and New Year’s Day 550.00

Monuments, Gravestones & Inscriptions

- (a) Headstone, Cross or other Memorial when erected not exceeding 3ft in height 110.00
(b) Monument not exceeding 6’ in height covering the whole grave space 7’ x 3’ when erected 365.00
(c) Footnote not exceeding 2’6” x 2’6” x 6” 110.00
(d) Flatstone not exceeding 7’ x 3’ x 6” 195.00
(e) Vase not exceeding 12” in height 22.50
(f) Any other memorial not referred to above By Agreement
(g) Each additional inscription after the first in respect of each person 20.00

Fee for persons not late within the Parish Fees Double

Hire of Cemetery Chapel No Charge

It was RESOLVED:-
That the above charges be approved.

The Meeting adjourned at 1 p.m. and reconvened at 2 p.m.

124. **PRECEPT 2003/04**

Having approved the Estimates, Capital Expenditure and seasonal charges for 2003/04, careful consideration was given to the level of precept to be set.

Following discussion, it was proposed by Councillor Mrs. Wheeldon, and seconded by Councillor Trite:-

That the precept upon the Purbeck District Council for the financial year commencing 1st April 2003 be £260,000 – an increase of 4.4%

An AMENDMENT was moved by Councillor Mrs. O'Donovan, and seconded by Councillor Baume:-

That the precept upon the Purbeck District Council for the financial year commencing 1st April 2003 be £265,000 – an increase of 6.4%

Upon being put to the Meeting, TWO Members voted IN FAVOUR of the AMENDMENT and SIX AGAINST, whereupon the Amendment was declared NOT CARRIED.

The original Proposition was then put to the Meeting and declared CARRIED, with SIX Members voting IN FAVOUR, and TWO AGAINST.

Councillor Mrs. Bartlett left the Meeting at 2.45 p.m.

125. **JET SKIS**

A letter dated 16th December 2002 was submitted from Mr. O. Miles requesting that the Council allows the launching of jet skis/wet bikes from the Swanage Boat Park.

Following discussion, it was proposed by Councillor Baume, seconded by Councillor Mrs. Wheeldon, and RESOLVED:-

That the Council adheres to its existing policy not to allow the launching of jet skis/wet bikes from the Boat Park.

126. **PURBECK COMMUNITY WARDEN SERVICE**

A letter dated 12th December 2002 was submitted from Purbeck District Council outlining the Community Wardens' activities since the start of the scheme in May 2002, and requesting a financial contribution from the Town Council towards the scheme for the period April 2003 – March 2004.

During the ensuing discussion, Members acknowledged the benefits of the Community Warden scheme, and made particular reference to the close working liaison with the police. However, it was considered that the Town Council should have more input into the scheme, and it was proposed by the Town Mayor, seconded by Councillor Mrs. Wheeldon, and RESOLVED:-

That the sum of £4,000 be contributed to the scheme for the year 2003/04, subject to a Task Group being set up in Swanage.

Councillor Mrs. O'Donovan left the Meeting at 4.40 p.m.

127. **EXCLUSION OF PRESS AND PUBLIC**

It was proposed by the Town Mayor, seconded by Councillor Mrs. Wheeldon, 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.

128.

STAFFING ISSUES

The Clerk explained the wages structure and increased costs (including increased employers pension contributions) that had been incorporated in the Estimates.

Detailed consideration was given to the Council's workforce, and, following discussion, it was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. Gainsborough, and RESOLVED:-

That the post of Horticulturalist in the Operations Department be advertised.

Consideration was also given to the staffing requirements at the Caravan Park, and it was FURTHER RESOLVED:-

That a post for a plumber be advertised, with a flexible working arrangement between the Caravan Park and Operations Department.

In response to a request, the Clerk circulated a schedule of all staff posts, and it was AGREED:-

That, in future, no posts be established or appointed without the Council's knowledge and endorsement.

Councillor Mrs. Wheeldon declared a personal interest in the following matter under the Model Code of Conduct, as a member of staff affected by the proposals was personally known to her, and as this was a prejudicial interest, left the Meeting during the debate.

Further to Minute No. 8 of the Special Meeting of the Council held on 16th December 2002, the Clerk updated Members on the current position regarding the "Without Prejudice" offer made to the member of staff affected by the Council's resolution to make the post of Vista Complex Manager redundant.

It was RESOLVED:-

To instruct the Council's legal advisers to offer a full and final settlement.