

Minutes of the **SPECIAL MEETING** of the Swanage
Town Council held to discuss **POLICY AND RESOURCES**
matters at the Town Hall, Swanage on **MONDAY, 19th MAY**
2003 at 9.30 a.m. -

PRESENT:-

Councillor A. H. Miller (Town Mayor) – Chairman.

Councillor H. J. F. Agelink
Councillor Mrs. C. A. Bartlett
Councillor C. R. Bright
Councillor Mrs. J. A. Farrow
Councillor Mrs. C. Gainsborough
Councillor Mrs. H. O’Donovan
Councillor M. W. Pratt
Councillor W. S. Trite
Councillor M. A. Tyrer
Councillor Mrs. J. D. Wheeldon

1. **APOLOGIES**

An apology for his inability to attend the Meeting was received from
Councillors Suttle.

2. **BUDGET REVIEW**

Seasonal Income-General

The Clerk submitted a statement of seasonal income to date, and the position
was noted with satisfaction.

Swanage Bay View Holiday Park

Details of income received to date at the Swanage Bay View Holiday
Park were also submitted for information, and the Park General
Manager gave a brief synopsis of the overall position.
During detailed consideration of the figures provided, it was noted
that the overall income at the Holiday Park during April was
approximately £103,000 upon the corresponding period in 2002, and
Members expressed their appreciation of the positive results that had
been achieved.

Repairs and Renewals Fund

Consideration was given to the schedule of capital works that had
been agreed for the forthcoming year, and priority of the work to be
undertaken.

Seafront

Consideration was given to the proposed capital programme of works
affecting the seafront area, and following discussion, it was proposed
by Councillor Mrs. Wheeldon, seconded by Councillor Pratt, and

RESOLVED UNANIMOUSLY:-

That a detailed survey be undertaken to ascertain the stability of the ground, at a cost not exceeding £10,000.

Councillor Trite expressed concern at the lack of sea front railings along the middle section of Shore Road, which had become more apparent due to erosion of the beach below.

Following discussion, it was RESOLVED:-

That the Operations Manager obtain costs for the provision of both decorative and plain railings and report to a future meeting of the Council.

ii)

Tourist Information Centre

The Clerk reported on the problems experienced with the computer system at the Tourist Information Centre, which was mainly attributable to the outdated equipment.

During the ensuing discussion, Councillor Mrs. Wheeldon also referred to the age and usage of the technology equipment at the Town Hall, and it was proposed by the Town Mayor, seconded by Councillor Mrs. Wheeldon, and RESOLVED:-

That the Town Clerk obtain further information regarding a rental agreement, which would include an automatic upgrade of the IT equipment at the appropriate time.

iii) Public Conveniences

The Clerk referred to enquiries received regarding the future provision of toilet facilities at Burlington Chine.

During the discussion, reference was again made to the recommendation given by the Council's surveyor, that no refurbishment work should be undertaken on the building until a stabilisation survey had been undertaken.

The Mayor was hopeful that a meeting could be arranged shortly with the owners of the land to progress the matter.

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

That a statement explaining the situation be published in the local newspaper, and displayed on the Council's public notice boards.

The Operations Manager reported on urgent work that had been carried out at Herston toilet store to remedy a collapsed drain, and it was noted that a budget approval was required for these essential works.

It was RESOLVED:-

That a supplementary estimate provision be approved.

iv)

CarParks–LineMarking

Consideration was given to the urgent need for line marking in the Council’s car parks, and, following discussion, it was RESOLVED:-

To accept the quotation received from the Bournemouth White Lining Company for the marking of Mermond Place, Residents’ and Central Car Parks. (The cost of marking the Central Car Park to be recovered from CRSLtd.).

It was FURTHER AGREED:-

That the marking of North Beach Car Park be deferred, pending a decision on the re-siting of the recycling facilities, and the probable increased use of the car park by coaches on Market Days.

In accordance with the recommendation of the Car Parks Best Value Working Group, it was RESOLVED:-

To instigate “No Loading/Unloading” restrictions at the Central Car Park, and to purchase and erect poles as necessary.

It was FURTHER AGREED:-

That the parking bays for disabled drivers in the vicinity of the Health Centre be increased in size and marked accordingly.

v) General Vehicles

The Operations Manager reported that he had rejected one mini-digger, but was still actively seeking to purchase a suitable machine.

3. **SEAFRONT ENHANCEMENT PROPOSALS**

(a)

Beach Huts

Consideration was given to the future provision of beach huts on the foreshore, and having regard to the erosion of the sand, it was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. O’Donovan, and RESOLVED:-

That the Council’s existing beach hut stock be advertised for sale at a price of £100 per hut.

It was further proposed by the Town Mayor, seconded by Councillor Mrs. Wheeldon, and AGREED:-

That the income received from the sale of the huts

be allocated towards the provision of frailings on the seafront (see Minute No. 1(b)i) above).

(b)

Sandpit Field

The Town Mayor referred to the works currently being carried out on Sandpit Field, including the reconstruction of walls and pathways, and suggested that a Working Group be formed to consider associated matters.

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

That a Seafront Enhancement Working Group be set up, consisting of the Mayor, Deputy Mayor and Councillors Bright, Tyrer and Mrs. Wheeldon.

4. **REQUESTS FOR FUNDING**

(a) **Life Education Centres-Dorset**

A letter dated 10th April 2003 was submitted from Life Education Centres Dorset seeking a donation towards the delivery of their health programmes for local Swanage children during 2003/04.

Having regard to the limited resources of the Town Council, it was proposed by the Town Mayor, seconded by Councillor Mrs. Farrow, and RESOLVED:-

That no action be taken in the matter.

(b) **Air Ambulance**

A letter dated 15th April 2003 was submitted from the Dorset and Somerset Air Ambulance Trust seeking a donation towards the cost of providing the Air Ambulance service.

Bearing in mind that a donation had previously been made to the Trust, and the limited resources of the Council, it was proposed by Councillor Mrs. Wheeldon, and seconded by Councillor Mrs. Farrow:-

That a token gesture of £50 be donated.

An AMENDMENT was moved by Councillor Mrs. Gainsborough:-

That the sum of £100 be donated.

This AMENDMENT failed to secure a second. The original proposition was then put to the Meeting and declared CARRIED, with TEN Members voting in FAVOUR and NONE AGAINST.

Councillor Mrs. Wheeldon declared her interest in the following matter under the Model Code of Conduct, by reason of being a member of the Swanage Folk Festival Committee, and as her interest was prejudicial, left the Meeting during the discussion.

Councillor Mrs. Bartlett also declared her interest in the following matter under the Model Code of Conduct, by reason of being an occasional volunteer helper with the Folk Festival, but as her interest was non-prejudicial, remained in the Meeting during the discussion.

Swanage Folk Festival

A letter dated 25th March 2003 was submitted from the Swanage Folk Festival Committee outlining their proposals for the 2003 Festival and seeking a financial contribution towards the expenses.

During the ensuing discussion, Members acknowledged the benefit of purchasing the mobile staging and other items of equipment that may be available for use by other community groups in the town.

It was proposed by Councillor Trite, seconded by Councillor Mrs.

O'Donovan, and RESOLVED UNANIMOUSLY:-

That a donation of £500 be made in recognition of the purchase of the equipment.

5. **RECYCLING CENTRE**

The Town Mayor reported on the unsightly appearance and problems associated with the recycling centre currently situated in the Main Beach Car Park, and put forward a proposal:-

That consideration be given to re-siting the facilities in North Beach Car Park.

During the following discussion, concern was expressed regarding the effect this may have on the habitat of certain wildlife in the vicinity, and it was proposed by Councillor Trite, seconded by Councillor Mrs. Wheeldon, and RESOLVED:-

That, having regard to the sensitive nature of the area, the matter be deferred to enable a site visit to be held.

6. **LOCAL COMMUNITIES SUSTAINABILITY BILL**

Further to Minute No. 5 of the Special Meeting of the Council held on 14th April 2003, the Clerk reported on information obtained regarding the "Local Communities Sustainability Bill".

After due consideration, Members felt that the Bill was not particularly relevant to Town Councils, as most topics were covered by Best Value legislation.

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

That no action be taken in the matter.

7. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Mrs. Wheeldon, seconded by Councillor Mrs. Gainsborough, and RESOLVED:-

That the accounts specified in the Order of Treasurer Nos. 2, 2a and 2b, amounting to £65,747.67, £28,711.15 and £121,414.53

respectively be paid, and that cheques be drawn therefor.

8. **ANY OTHER MATTERS WHICH THE CHAIRMAN DECIDES ARE URGENT**

(a) **Letter Heading**

Consideration was given to upgrading the Council's letter heading, and it was AGREED:-

That approval be given to the design, as submitted by the Town Clerk.

(b) **Licences**

i) **Ullwell Village Shop**

A Notice of Application for the grant of an Off-Licence at Ullwell Village Shop was submitted for consideration.

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

That no objection be raised to the granting of the Licence.

ii) **Harrow House**

A Notice of Application for the transfer of the Justices' Licence in respect of Harrow House was submitted for consideration.

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

That no objection be raised to the transfer of the Licence.

iii) **Use of Facilities at Beach Gardens**

The Clerk reported on a request received from the Sports & Recreation Development Officer of Purbeck District Council for the use of the tennis courts at Beach Gardens for sports/games for young people during August 2003.

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

That the request be granted for the use of tennis court no. 7, subject to agreement with the Swanage Tennis Club.

iv) **Final Accounts – Year ended 31st March 2002.**

The Clerk submitted audited Final Accounts for the year ended 31st March 2002.

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

That the Final Accounts for the year ended

31st March 2003 be approved and re-adopted.

- v) Parish Contacts in an Emergency
In response to an enquiry from Purbeck District Council, it was re-affirmed that in the event of an emergency the Operations Manager and/or the Town Clerk be the official contact for the Town Council. A third co-ordinator was sought, following the resignation of Mrs. Gloria Marsh, and it was proposed by Councillor Bright, seconded by Councillor Pratt, and RESOLVED:-
That Councillor Mrs. Wheeldon act as co-ordinator on the Council's behalf in the event of an emergency.

- vi) Bank Mandate
It was proposed by Councillor Bright, seconded by Councillor Mrs. Farrow, and RESOLVED UNANIMOUSLY:-

That all cheques, drafts or other orders or receipts for money drawn on the Council's accounts to be signed by any two of the following:-

Town Mayor	Antony Henry Miller
Deputy Mayor	Mrs. Constance Gainsborough
Additional Signatory	Mrs. Julia Diana Wheeldon

9. **EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Mrs. Wheeldon, and RESOLVED UNANIMOUSLY:-

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 items.

10. **STAFFING MATTERS**

Consideration was given to the Council's staffing requirements, with particular reference to the Operations workforce.

Following a detailed and lengthy discussion, it was proposed by Councillor Mrs. Wheeldon, seconded by Councillor Tyrer, and RESOLVED UNANIMOUSLY:-

That a permanent, full-time post for a Horticulturist be advertised, within the salary scale Grade 5.

It was further proposed by Councillor Mrs. Wheeldon, seconded by

Councillor Trite, and RESOLVED:-

That the Town Mayor, Deputy Mayor,
Town Clerk and Operations Manager
be appointed to interview applicants
for the post.

11. **BEACHCHAIRANDPEDALCRAFTCONCESSION**

A letter dated 11th May 2003 was submitted from the Beach Chair and
Pedalcraft Concessionaire requesting renewal of his concession from the end of the
2004 season for a further period of six years.

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

That the Town Mayor, Deputy Mayor,
and Town Clerk meet with the concessionaire
to discuss the matter.
