

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

8th December 2021

Dear Councillor

Local Government Act 1972

You are summoned to attend a Meeting of the Swanage Town Council to be held at **THE METHODIST CHURCH, HIGH STREET, SWANAGE** on **MONDAY, 13th DECEMBER 2021** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk

PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 7.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

Due to the current COVID-19 situation, capacity in the Methodist Church may be reduced and public admission to the meeting may be limited.

Therefore, any members of the public wishing to attend the meeting are asked to email admin@swanage.gov.uk or telephone 01929 423636 for further details, no later than 4 p.m. on Monday 13th December.

Those attending in person will need to comply with the UK Government's Covid-19 regulations and risk management measures in place, such as wearing masks and maintaining social distancing. It is also advisable to bring extra layers of clothing with you as doors and windows will be open for ventilation purposes.

Public health advice from Dorset Council asks residents to do three things:

- **KNOW** that your level of personal risk is changing – as cases rise, you have a greater chance of mixing with someone who is infectious
- **ACT** by taking measures to prevent airborne spread – meet outdoors wherever you can but if you do meet indoors keep windows and doors open and bring extra layers if you need to
- **PROTECT** yourself and others – do twice weekly lateral flow tests to catch the virus early, and if you're not yet vaccinated, now is the time to get your jabs.
- [Public Health Dorset – Protecting your health – latest updates on Covid-19 in Dorset](#)

To all Members of the Council

A G E N D A

1. To report apologies (if any) received from Members for inability to attend the Meeting.
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with paragraphs 9 – 13 of the Council’s Code of Conduct and regulations made under chapter 7 of the Localism Act 2011).
3. To approve as a correct record the Minutes of the following Meetings:-
 - (a) Council Meeting held on 1st November 2021. (Copy enclosed).
4. To approve as a correct record the Minutes of the following Committee Meetings and consider the recommendations contained therein:-
 - (a) Policy, Finance and Performance Management Committee held on 3rd November 2021. (Copy enclosed).
 - (b) Planning and Consultation Committee held on 8th November 2021. (Copy enclosed).
 - (c) Personnel Committee held on 29th November 2021. (Copy enclosed).
 - (d) Planning and Consultation Committee held on 6th December 2021. (Copy enclosed).
5. To consider the notes of the following informal Committee Meetings and the recommendations contained therein:-
 - (a) General Operations Committee held on 10th November 2021.
 - (b) Tourism Committee held on 16th November 2021.
 - (c) Roads and Transport Committee held on 24th November 2021. (Copies enclosed).
6. To consider governance arrangements January/February 2022 (Briefing note enclosed).
7. Working Party Matters
 - (a) Emergency Health Services – Update.
 - (b) Communications Strategy - Update and to consider request from Councillor Monkhouse to be appointed to the working party.
 - (c) Cemeteries – Update following site visit to Godlingston Cemetery extension.
 - (d) Sports, Leisure and Wellbeing – Feedback from public meeting re. former St Mark’s Playing Field.
 - (e) Public Conveniences – Update.
 - (f) Environmental Policy – Update.
8. To consider proposal from Dorset Coast Forum for funding of Sustainable Swanage support officer post. (Information enclosed).
9. To consider recommendations from Grants Panel. (Schedule enclosed).
10. Budget Monitoring:-
 - (a) Statement of Cash Balance as at 31st October 2021. (Copy enclosed).
 - (b) Statement of Cash Balance as at 30th November 2021. (Copy enclosed).
11. Monitoring Payment of Accounts. (Schedule enclosed).
12. Chairman’s Announcements.
13. Report from Dorset Councillors.

14. To approve Town Council priority work programme winter/spring 2021/22.
(Copy enclosed).
15. Proposed adoption of revised Model Code of Conduct. (Copy enclosed).
16. Planning Policy:
 - (a) Dorset Local Plan – Update on drafting of Swanage chapter.
 - (b) Neighbourhood Plan – Update on next steps.
17. The Queen’s Platinum Jubilee Beacons 2nd June 2022 – To consider Town Council participation in the Jubilee Beacon lighting event.
(Information enclosed).

For further information please visit:

[The Queen's Platinum Jubilee Beacons 2022 \(queensjubileebeacons.com\)](http://queensjubileebeacons.com)

18. Reports from Council representatives on outside organisations.
 19. Reporting of delegated matters.
 20. Items of Information and Matters for Forthcoming Agendas.
 - (a) Ambulance Car from Swanage – Update.
 - (b) A & E Local – Update.
 - (c) Wellbeing Swanage – Update.
 - (d) Citizens Advice in East Dorset and Purbeck – Annual Review 2020-21.
(Copy enclosed).
 - * 21. Procurement:
 - (a) King George’s Play Area Equipment - Delegation of authority to officers to award contract in consultation with panel drawn from the Capital Projects Sub-Committee. (Briefing note enclosed).
 - (b) Beach Gardens – Agreement of revised budget and award of contract for repairs to Pavilion and footpaths. (Briefing note enclosed).
 - * 22. Lease renewals and associated rent reviews – to consider recommendations from Council’s surveyor and valuer:
 - (a) Seabreeze Restaurant, Shore Road.
 - (b) Santa Fe Fun Park and Games Room. (Letters enclosed).
 - * 23. Lower Grammar School Field – consideration of request to terminate lease from Allnatt Centre. (Letter enclosed).
 - * 24. North Beach Car Park – consideration of request for licence for access to rear of Coastguard Building. (Information enclosed).
 - * 25. Award of concession – boat hire and water taxi, Monkey Beach from April 2023.
(Information enclosed).
 - * Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda items 21 to 25 (due to legal and commercial confidentiality).
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