

Minutes of the **MONTHLY MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on
MONDAY, 27th NOVEMBER 2017 at 7.00 p.m.

PRESENT:-

Councillor M.P. Bonfield (Town Mayor) – Chairman

Councillor C. Finch
Councillor G. Green
Councillor A. Harris
Councillor G.A. Marsh
Councillor T. Morris
Councillor S. Poultney
Councillor G.M. Suttle
Councillor W.S. Trite
Councillor M. Whitwam

In addition to Members of the Council and officers, seventeen members of the public attended the Meeting.

Revd Chris Moreton, from Swanage Methodist Church, offered a short prayer before the commencement of the Meeting.

Before opening the Meeting, the Chairman welcomed members of the public and made a short statement regarding the fire evacuation procedure, filming/audio recording etc. of the Meeting, and a summary of the procedure for Public Participation Time.

A minute's silence was then held in memory of Miss Gaia Pope. Thanks and appreciation were given to the emergency services and local community for the sterling support given during the search for Miss Pope. Condolences were expressed to family members and friends for their sad loss.

Public Participation Time

The following matters were raised during Public Participation Time:-

- Festive Lights - Switch on Swanage gave thanks to the Town Council, and to the Operations Department and Tourist Information Centre Teams, for their invaluable support through the years.
- Swanage Bandstand – a question raised as to whether the consultant's fee for the specification for the restoration project would be covered by the allowance for professional costs that had already been approved by the Town Council. It was noted that this would be the case.
- Clinical Services Review - concerns reiterated regarding the proposed changes to local healthcare that were agreed at the meeting of the Governing Body of NHS Dorset CCG on 20th September 2017, and a request again made for the Town Council to support steps being taken by local residents to challenge these decisions, including lobbying PDC to consider taking and/or funding a Judicial Review, and to lobby DCC to refer the CCG's plans to the Secretary of State for independent review.

Councillor Bonfield opened the meeting at 7.25 p.m.

144. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Bishop and Lejeune.

145. **DECLARATIONS OF INTEREST**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with paragraphs 9 - 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011.

There were no declarations to record on this occasion.

146. **MINUTES**

(a) Proposed by Councillor Poultney, seconded by Councillor Morris, and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Monthly Meeting of the Council held on 30th October 2017 be approved as a correct record and signed.

147. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 6th November 2017 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

148. **POLICY, FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

Proposed by the Town Mayor, seconded by Councillor Green and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Policy, Finance and Performance Management Committee held on 8th November 2017 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

149. **GENERAL OPERATIONS COMMITTEE**

Proposed by the Town Mayor, seconded by Councillor Morris and
RESOLVED:-

That the Minutes of the Meeting of the General Operations Committee held on 15th November 2017 be approved as a correct record and signed.

Consideration was given to the following recommendation contained in the Minutes:-

16. **PROCUREMENT OF FLEET VEHICLES**

It was proposed by the Town Mayor and seconded by Councillor Morris:-

That the Town Council proceeds with the purchase of two Nissan Cabstar dropside vans and one Nissan Acenta van auto at an estimated cost of £54,700.

Upon being put to the Meeting, NINE Members voted IN FAVOUR of the Proposition and there was ONE ABSTENTION, whereupon the Proposition was declared CARRIED.

150. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31st October 2017 was submitted for information (a copy attached at end of these Minutes).

151. **PAYMENT OF ACCOUNTS**

Proposed by the Town Mayor, seconded by Councillor Poultney, and
RESOLVED:-

That the accounts specified in Payment Schedule 8,
amounting to £156,300.45 be authorised.

152. **CHAIRMAN'S ANNOUNCEMENTS**

Councillor Bonfield reported that in his capacity of Mayor he had
attended the following events during the past month:-

- Local resident Lillian Priest's 109th Birthday celebrations at York House. It was reported that Lillian was in good health, and was still in regular contact with her sister who lived in Australia, and who was also 105 years old.
- Swanage Hospital's Autumn Fayre.
- Remembrance Day Saturday Service, and the planting of wooden crosses at the War Memorial with local schoolchildren.
- Remembrance Sunday Service, and dedication of the memorial plaque at the War Memorial to remember the civilian dead of Swanage who had lost their lives during World War II.
- The opening of 'Artisans on the beach' at the Shore Road beach huts. Local arts and crafts would be on sale at the huts until 7th January 2018.
- Switch on Swanage - Christmas lights switch-on at Swanage Railway Station, which had been well attended. Thanks and appreciation were given to Mrs Cherry Bartlett and the Switch on Swanage team.

153. **CLINICAL SERVICES REVIEW (CSR) – CONSIDERATION OF LETTER FROM NHS DORSET CLINICAL COMMISSIONING GROUP (CCG)**

Further to Minute 137(a) (Matters for forthcoming agendas) of the Monthly Council Meeting held on 30th October 2017, consideration was given to a response received from the CCG in reply to a letter from the Town Council that had reiterated grave concerns regarding changes to local healthcare proposed as a result of the CSR. A letter had also been submitted by a local resident detailing residents' concerns. Disappointment was again expressed regarding the content of the CCG's letter.

During the discussion it was reported that, at its Meeting on 13th November 2017, the Dorset Health Scrutiny Committee had unanimously voted to refer the proposals to the Secretary of State for independent review. Councillors agreed that it would be important to continue to lobby the County Council to ensure that the proposals were referred accordingly, and that the Secretary of State should be strongly encouraged to visit the area to review the potential impact of the proposals more closely. Members were also in support of requesting the District Council to consider supporting a judicial review. It was therefore proposed by the Town Mayor, seconded by Councillor Poultney, and RESOLVED UNANIMOUSLY:-

That the Town Council lobbies Dorset County Council in support of referring the CCG's proposals to the Secretary of State for independent review, and requests that Purbeck District Council gives consideration to supporting a judicial review.

It was further AGREED:-

That this matter be placed on the agenda of the next Monthly Council Meeting for further consideration.

The Town Mayor confirmed that he would attend the District Council's Councillors' engagement session regarding the CSR to be held on 29th November 2017 to represent the Council's concerns, and invited Councillor Harris to accompany him to the meeting.

154. **WORKING PARTY UPDATES**

(a) **Former St Mark's Primary School Playing Field – update from meeting held on 6th November 2017**

It was reported that the County Council had given agreement in principle to enter into a lease of the playing field to the Town Council, and would be willing to consider a longer lease term. Concerns had been raised at the meeting regarding the condition of the access road, which would be investigated by the Town Council's Operations Manager. Discussions were ongoing.

(b) **Museum Project – update from meeting held on 20th November 2017**

It was reported that the project had now been renamed 'Coastal Heritage Centre' project to more accurately reflect the vision of the new combined visitor attraction and information centre. Advice was being received from the Heritage Lottery Fund Development Manager, South West Team, and a grant bid would be submitted to the HLF in due course.

A project management board would be established to take the project forward, and Mr Martin Cooke, Director of Heritage & Leisure (project development specialists), would be attending the next working party meeting to progress funding discussions.

(c) **Bandstand Project – update from meeting held on 20th November 2017**

A productive meeting had been held. Friends of Swanage Bandstand had reported on progress made to date, and were now 'calling in' the pledges previously received from supporters of the project.

It was noted that consideration would be given to the appointment of a consultant to prepare a specification for the project under Agenda Item 15, and that a draft Memorandum of Understanding had been drawn up.

155. **FESTIVE LIGHTS – PROPOSAL FOR TOWN COUNCIL TO TAKE OVER MANAGEMENT FROM APRIL 2018**

Consideration was given to a Briefing Note dated November 2017 prepared by the Town Council's Operations Manager which set out proposals for the Council to take over the responsibility and administration of the ongoing replacement and maintenance of festive lighting in the town. If agreed, a tender exercise was proposed to appoint a suitably qualified contractor/s to undertake these works on behalf of the Council in the future.

During the discussion, queries were raised regarding the estimated cost of £68,000 for providing these services over the next five years, and Members felt that a more detailed breakdown was required before a final decision could be made.

It was therefore proposed by Councillor Finch, seconded by Councillor Poultney and RESOLVED UNANIMOUSLY:-

That in principle agreement be given for the Town Council to take over the responsibility and management of the town's festive lighting, subject to clarification of costs by the Council's Operations Manager.

156. **SWANAGE FISHERMEN'S SLIPWAY PROPOSAL – APPLICATION FOR MATCH FUNDING**

Further to Minute 7(a) of the General Operations Committee Meeting held on 15th November 2017, consideration was given to a Briefing Note dated November 2017 prepared by the District Council's Enterprise Zone and Regeneration Manager, Planning Services, which set out details regarding a potential funding application for proposed improvements to the facilities for launching and recovery of fishing boats at Peveril Point.

The total estimated cost of the project had now increased significantly and concerns were raised regarding the escalating costs. However, Members were in favour of continued support for the town's fishing community, and felt that further information was required before a decision could be made. Recent improvements undertaken to the jetties by the Town Council, and the provision of facilities to fishermen, were noted.

In view of the fact that the deadline for submission of funding applications was 22nd January 2018, it was proposed by the Town Mayor, seconded by Councillor Poultney and RESOLVED UNANIMOUSLY:-

That further information be sought, and that the request for increased funding be taken forward to the next meeting of the Policy, Finance and Performance Management Committee for further consideration as part of the budget setting process for 2018/19.

157. **REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

- (a) Councillor Whitwam was again pleased to report that the Pub Watch group had not had to convene a meeting, as there had been no serious incidents in the past month.
- (b) Councillor Green reported that the working party had visited Haysom's Quarry, St Aldhelm's Head, to view the remains of the dismantled Prince Albert Memorial, and had taken photos which would be presented for discussion at a future working party meeting.
- (c) Councillor Finch reported that she had attended the Swanage and District Chamber of Trade's AGM on 9th October 2017, at which Mrs Sylvia Libicka had taken over as the Chamber's President, with Councillor Finch taking on the role of Chairperson. Thanks were passed on from the Chamber to the Town Council for the Christmas free parking arrangements in its long stay car parks.

158. **REPORTING OF DELEGATED MATTERS**

There were no delegated matters to report at the present time.

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

Items of Information

- (a) Outcome from DAPTC AGM, 4th November 2017 – a copy of the Chief Executive's Circular dated 9th November 2017 had been provided for information purposes.
- (b) An update had been submitted from the Swanage & Purbeck Development Trust on progress made to date at 'The Centre'. Thanks were given to the Town Council for its continued support.
- (c) Dorset Tourism Awards 2017 – the Visitor Services Manager reported that the Swanage Information Centre had received a gold award this year, which was to

be congratulated. Thanks and appreciation were given to the Town Council for its continued support, and for the recent improvements and enhancements to the TIC building, which had been instrumental in achieving the gold award.

Matters for Forthcoming Agendas

- (d) Purbeck Town and Parish Volunteer of the Year Award 2018 – nominations sought.
- (e) Planning and Consultation Committee – Loud Sound Events Ltd, Lulworth Castle & Grounds East Lulworth Dorset BH20 5QS - application to vary a premises licence under section 34 of the Licensing Act 2003.

EXCLUSION OF PRESS AND PUBLIC

Proposed by the Town Mayor, seconded by Councillor Poultney, and
RESOLVED UNANIMOUSLY:-

That, under Standing Order No. 1 c), in the public interest, the press and public be excluded from the Meeting in view of the confidential nature of the business to be transacted under agenda items 15, 16, 17, 18, 19 and 20 for reasons of commercial confidentiality.

160. **BANDSTAND – APPOINTMENT OF CONSULTANT TO UNDERTAKE CONDITION SURVEY AND PREPARE SPECIFICATION FOR RESTORATION PROJECT**

Further to Minute 80 of the Monthly Council Meeting held on 21st August 2017, consideration was given to a proposal submitted by a firm of specialists to undertake a condition survey and prepare a specification for the bandstand restoration project.

It was noted that under Financial Regulation 12.1a)ii) the award of a contract for such specialist services (for a sum not exceeding £25,000) is exempt from the Council's procurement procedures.

It was proposed by Councillor Green, seconded by Councillor Harris and
RESOLVED UNANIMOUSLY:-

To appoint Lost Art Ltd to complete a condition report and specification for the bandstand restoration project at a cost of £1,200.

161. **FUTURE OPERATION OF BOAT PARK – CONSIDERATION OF CONSULTANT'S REPORT**

Further to Minute 142 of the Monthly Council Meeting held on 30th October 2017, consideration was given to a report entitled 'Swanage Boat Park Review' prepared by the Sport, Leisure and Culture Consultancy. This evaluated the options for the future operation of the Boat Park, including outsourcing to a private operator.

Given the limited time available prior to the 2018 season, it was proposed by the Town Mayor, seconded by Councillor Finch and
RESOLVED UNANIMOUSLY:-

That the Council should continue to operate the Boat Park in-house for the 2018 season, with future options being given further consideration later in the year.

162. **BOAT PARK RESURFACING AND STABILISATION WORKS – CONSIDERATION OF TENDER REPORT**

Consideration was given to a tender report that had been prepared by Dorset Property, further to Minute 119 of the Extraordinary Meeting held on 18th October 2017. It was proposed by the Town Mayor, seconded by Councillor Poultney and
RESOLVED UNANIMOUSLY:-

To award the tender for the resurfacing and stabilisation works at Swanage Boat Park to JFY Construction Ltd in the sum of £216,387.

163. **SANTA FE FUN PARK – CONSIDERATION OF REVISED PROPOSAL FOR ROOF OF FORMER SHELTER**

A submission from the leaseholder of Santa Fe Fun Park, setting out proposed alterations to the viewpoint above the former seafront shelter and seeking a lease/licence of the area, was discussed. It was acknowledged that this would represent a significant investment on behalf of the business owner in an attempt to improve the appearance of this location. However, a lengthy debate ensued during which concerns were raised regarding potential health and safety concerns over the transportation of hot food and drink across a busy public footway, and the privatisation of an existing public space.

It was proposed by Councillor Finch and seconded by Councillor Trite:-

That the matter be deferred for further information and a review of the proposal in light of the existing lease and licence terms.

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

164. **PROPOSED RELOCATION OF TOWN COUNCIL DEPOT – TO CONSIDER RECOMMENDATION FROM WORKING PARTY**

Councillor Marsh declared a non-pecuniary interest in this item under the Code of Conduct by reason of being a Member of Purbeck District Council's Planning Committee, as one of the options under consideration is currently the subject of a planning application. Councillor Marsh remained in the room during consideration of this item, but did not take part in any discussion, decision or vote.

Further to Minute 123 of the Extraordinary Meeting held on 18th October 2017, consideration was given to a briefing note prepared by the Town Clerk and Operations Manager, containing an update from the Depot Relocation Working Party.

It was proposed by Councillor Suttle and seconded by Councillor Whitwam:-

That an additional valuation report be sought to inform further discussion of this matter.

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

165. **INSTALLATION OF ARTIFICIAL BOWLING GREEN, BEACH GARDENS – TO REVIEW DECISION MADE UNDER MINUTE 121(b) OF COUNCIL MEETING HELD ON 18TH OCTOBER 2017**

Further to Minute 121(b) of the Extraordinary Council Meeting held on 18th October 2017, consideration was given to a briefing note prepared by the Town Clerk providing an update on the proposal to install an artificial bowling green at Beach Gardens. With reference to the tender that had been selected at that meeting, it was noted that it had since come to light that the warranty for the dynamic base (as stipulated in the Invitation to Tender) would only be offered if agreement was given to implement a costly maintenance regime. This had not been disclosed as part of the tender submission and both Swanage Bowling Club and the Town Council considered this to be unaffordable.

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

Not to pursue the award of tender agreed at the Council meeting held on 18th October 2017.

It was FURTHER RESOLVED:

That the Town Council confirms its commitment to working with Swanage Bowling Club to deliver the artificial bowling green project, allocating a sum of either £55,000 or £67,250 in the capital programme for 2018/19.

That a further sum of up to £45,000 be included in the capital programme for 2018/19 for groundworks, fencing and other improvements to the surrounds of the Bowling Green.

The meeting concluded at 9.00 p.m.
