

and untended plots.

It was confirmed by the Chairman that the existing enforcement Procedures, as agreed by the General Operations Committee on 14th July 2010, were being reviewed and a meeting would be arranged between representatives of the Town Council and Prospect Allotment Association in the New Year.

- 4 e) Bee-keeping at the allotments** – an update was provided regarding the possibility of bee keeping at the allotments. A local bee-keeper had contacted the Chairman and had advised that he would be willing to undertake a trial with his own hives at the allotments if a suitable area could be provided. If any complaints were received then the hives would be removed immediately. A meeting would therefore be arranged with interested parties to discuss the proposed trial. Concerns were raised regarding plot holders and awareness of the trial and it was confirmed that a Risk Assessment under DEFRA regulations would be undertaken before any hives would be put in place. An uncultivable plot had been identified for the trial.
- 5 a) Cemetery Matters – request to amend the current terms of the ‘Out of Parish’ fees** – it was reported that there would be a Cemeteries Working Party Meeting held in the New Year to discuss this Policy. It was agreed that there could be numerous variables here in the future and this matter required proper consideration/discussion before a decision was made. Reference was made to earlier discussions held about this matter at the Policy & Resources Meeting held on 21st May 2007, and at the General Operations Committee Meeting held on 6th February 2008.
- 6) Boat Park/RNLI Development update** – it was reported that the Boat Park was now closed except for launch and recovery purposes. It was further reported that the Boat Park Working Party had met with the RNLI and their contractors, and it had been agreed that the boat park slipway would remain open to the public during the construction works. Some trailer storage may be made available at North Beach Car Park, a further update on this point would follow in due course. Temporary closures of the slipway may be required from time to time and this information would be advertised via a new webpage which had been developed by the local RNLI team www.swanageboatpark.co.uk. Via the website boat users could also opt to be kept up to date via email or by following [@Swanageboatpark](https://twitter.com/Swanageboatpark) on Twitter.
- 7 c) North Beach Car Park** – It was reported that tenders had now been received for the resurfacing and drainage works and the contract would be awarded in due course.

4. Allotment Matters

a) Swanage Local Plan

Appreciation and thanks were given to Councillor M Bonfield and to Keith Childs and Diane Bemand of Purbeck District Council (PDC) for attending the recent Prospect Allotment Association AGM and for the presentation made by the PDC representatives on the progress of the Swanage Local Plan.

Concerns were raised regarding the possible redevelopment of the allotment site and it was felt that it would be a major task to find a suitable alternative site. The general consensus was that the existing site had a ‘community feel’ and that it would not be the same if the allotments were split over various smaller sites. It was confirmed by the Chairman that the allotments had statutory protection and that the Town Council would not reduce allotment numbers.

b) Car Parking

Concerns were raised regarding the use of the allotment parking area by non-allotment holders and walkers/dog-walkers. A discussion ensued regarding the implications of parking restrictions which would require an amendment to the Town Council's Parking Order, and possible new signage giving priority to allotment holders/allotment 'badge' holders. It was agreed that Prospect Allotment Association would provide the Town Council with suggested wording for a new sign for further consideration.

c) Rubbish Clearance

Concerns were raised regarding rubbish at the allotments, the disappearance of compost from behind a plot holder's shed, and the condition of empty plots. It was confirmed by the Operations Manager that the compost had not been removed by the Operations Team and that additional skips had been put in place during the course of the year. It was noted that the Council's Enforcement Officers also regularly patrolled the site.

d) Deer

It was reported that problems had been experienced recently with deer entering the allotment site. It was confirmed by the Operations Manager that the fencing around the allotment boundary was in good condition, however, if problems continued then representations would be made to DEFRA and/or local culling services for advice on this matter.

Mr A Bennett left the meeting at 7.35 p.m.

5. Cemetery Matters

a) Meadowlands Natural Burial Ground – consideration of request for a plot location board/map

Consideration was given to an email received requesting the possibility of a plot location board/map at the entrance to the burial ground. Concerns had been raised regarding the difficulties experienced in working out where plots were. Committee Members agreed that they were not in favour of having such a board or map at the burial ground as it was felt that unmarked graves are a key feature of a meadowland burial ground and that the production of a map might encourage people to mark the graves. The Operations Manager confirmed that the Operations Team would be looking into the mapping/re-mapping of the grave plots and an update would follow at the next meeting of the Committee.

b) Matters raised by James Smith Funeral Directors

An enquiry was raised regarding the amendments made to the Scale of Fees & Charges for Children's graves in the Meadowlands Burial Ground and it was confirmed that these fees had been brought in line with Godlingston Cemetery. It was further confirmed that inflation increases only had been made to all other cemetery fees.

Thanks and appreciation were then given to Mr Malcolm Green and his team for their dedication and hard work in assisting the Town Council in the burial process.

Mr M Green left the meeting at 7.40 p.m.

6. Budget Setting 2015/16

a) Capital Programme Monitoring and Plans for 2015/16

An update was provided by the Operations Manager in respect of 2014/15. It was reported that a number of schemes were to be deferred until 2015/16.

Consideration was then given to the draft Capital Programme for 2015/16. It was noted that this would be discussed further through the budget setting process for 2015/16.

b) Review of Operations Budgets and Scale of Charges 2015/16

Members reviewed the existing Operations Budget and had no matters to raise in advance of the budget setting process for 2015/16.

It was agreed that the following scale of charges would be discussed further at the Finance & Performance Management Committee Meeting on 8th December 2014, during the budget setting process for the 2015/16 financial year. It was proposed by the Chairman, seconded by Councillor Mrs Bartlett and RESOLVED UNANIMOUSLY:

That the following draft Scale of Charges
be taken forward and considered further
during the budget setting process for 2015/16.

	Proposed Fees 2015/16 (including VAT @ 20%)
	£/p
5. <u>ALLOTMENTS</u>	
Prospect (per rod)	6.50
6. <u>PEVERIL POINT</u>	
Angling Club (Lease expires 30/04/2023)	
Angling Club Hut and Land	450.00
Foreshore - Dinghy Storage (Angling Club)	220.00
Dug-Out Storage Area, Rear of Waterside (per week)	10.56
Rent of Hut Site (East of Lifeboat House)	210.00
Fishermen's Huts	400.00
Boathouse Sites x 2 (West of Lifeboat House)	240.00
7. <u>STONE QUAY & MONKEY BEACH</u>	
Monkey Beach Boat Rings	84.00
(Private)	
Pleasure Boats	
(exceeding 30 passengers)	735.00
(not exceeding 30 passengers)	655.00
(not exceeding 12 passengers)	220.00
Boat operation from Pontoon	235.00
Motor Boats (not exceeding 15 feet)	155.00
Hut on Quay	135.00
8. <u>TOWN HALL LETTINGS</u>	
Council Chamber	
Public Meetings and Lectures (per session)	44.00
Property Auctions	145.00
Civil Marriage/Partnership Ceremonies	120.00
Committee Room	27.00
* Carnival & Regatta Committee, Swanage Museum,	No Charge
Town Band, Red Cross, Royal British Legion, Swanage in Bloom,	
Dorset Police, Dorset Young Offenders Team, SouthWest Heritage Group,	
Environment Agency, National Park Group, PDC - Local Plan, Dorset	
Children's Services, Town Partnership, Pier Trust, South Purbeck Task Group,	

Radio Link Shop Watch, PACT and Education Swanage

9.	<u>KING GEORGE V FIELD</u>	
	Caravan Club Rallies	22.00
	(Daily per Unit)	
	Football Pitch & Changing Facilities	25.00
	(Youth Teams)	6.00
10.	<u>FORRES SPORTS FIELD</u>	
	Football Pitch & Changing Facilities	25.00
	(Youth Teams)	6.00
11.	<u>DAY'S PARK</u>	
	Football Club (Lease expires 31/03/2008)	5.00
12.	<u>LOWER GRAMMAR SCHOOL SPORTS FIELD</u>	
	Football Pitch (N.B. No Changing Facilities)	12.50
	Allnatt Centre (Pending discussions regarding school usage)	2500.00
13.	<u>JOURNEY'S END</u>	
	Football Pitches	12.00
	Youth Teams	6.00
	Isle of Purbeck Arts Club (Lease expires 31/03/2002)	150.00
	New agreement pending - ongoing	
14.	<u>SUNDRY</u>	
	Punch & Judy Concession	
	Operators Licence - Renewed Annually	510.00
	Wessex Telescopes Sites (x4) Lease requires 3 months' notice of termination	230.00
15.	<u>GODLINGSTON CEMETERY</u>	
	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	150.00
	(b) for each additional interment	150.00
	(to 4 interments)	
	(c) for interments on Saturdays, Sundays and	160.00
	Public Holidays	
	(ii) Exclusive Rights - for grant of right of	295.00
	burial for a period of one hundred years	
	(each space in this section)	
	(iii) Memorials	165.00
	(iv) Fee for persons not resident in the parish.	As above x 2
	(v) Transfer of Rights	50.00
	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 interment)	70.00

(b) person whose age at time of death exceeded THREE years in a grave not exceeding in depth: 7 feet (2 interments) Casket-type coffin	330.00 470.00
(c) for interments on Saturdays Sundays and Public Holidays	365.00
(d) scattering of ashes beneath turf/headstone of existing grave	90.00
(e) scattering of ashes on existing grave/ garden of remembrance	30.00

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 Section B Children's Section	470.00 385.00 70.00
(iii) Fee for persons not resident in the parish.	As above x 2
(iv) Transfer of Rights	50.00

Brick Graves or Vaults

(i) Right to construct (including grant of right of burial therein for a period of one hundred years) on each space: Section A Section B	2,550.00 2,250.00
(ii) First Interment	1,600.00
(iii) Re-opening	1,600.00
(iv) For interment Saturdays Sundays and Public Holidays	780.00
(v) Fee for persons not resident in the parish	As above x 2

Monuments, Gravestones & Inscriptions

(i) Headstone, Cross or other Memorial when erected not exceeding 3ft, in height	165.00
(ii) Monument not exceeding 6' in height covering the whole grave space 7' x 3' when erected	515.00
(iii) Footstone not exceeding 2'6" x 2'6" x 6"	165.00
(iv) Flatstone not exceeding 7' x 3' x 6"	275.00
(v) Vase not exceeding 12" in height	45.00
(vi) Any other memorial not referred to above	By Agreement
(vii) Each additional inscription after the first in respect of each person	35.00
(viii) Fee for persons not resident in the parish.	As above x 2

GODLINGSTON MEADOWLAND BURIAL

(i) Exclusive Rights - for the grant of right of burial for a period of one hundred years for: (a) child whose age at time of death did not exceed THREE years	70.00
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(b) person whose age at time of death exceeded THREE years	385.00
(ii) 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 interment)	90.00
(b) person whose age at time of death exceeded THREE years in a grave not exceeding in depth: 7 feet (2 interments)	350.00
Casket-type coffin	490.00
(c) for interments on Saturdays Sundays and Public Holidays	385.00
(iii) Interment Fees - for burial of casket or urn	
(a) first interment	170.00
(b) for interments on Saturdays, Sundays and Public Holidays	180.00
(c) scattering of ashes beneath turf of existing grave	110.00
(d) scattering of ashes on existing grave/ garden of remembrance	30.00
(iv) Fee for persons not resident in the parish.	As above x 2
(v) Transfer of Rights	50.00
Memorial Tree Plaque	155.00

Cemetery services will not be available for the period 24th December to 2nd January

Hire of Cemetery Chapel No Charge

16. MEMORIAL BENCHES - 5 year future maintenance contribution 200.00

The Town Council had, in recent months, been approached by more and more individual groups applying for the free use of the Council Chamber and Committee Room. It was felt that the Council should make a Policy decision to offer the free use of the rooms to community groups and other organisations. It was therefore further proposed by the Chairman, seconded by Councillor Mrs Bartlett and RESOLVED UNANIMOUSLY:

To amend the wording of the draft Scale of Charges, Item No.8 Town Hall Lettings, to 'Community Groups (providing a service to Swanage residents) & Public Sector Organisations' – No Charge.

7. Days Park – consideration of concerns regarding pathways, dogs and dog fouling and litter/dog waste bins

It was reported that the Town Council would be retaining all dog waste bins which were currently situated on Council-owned property.

Consideration was then given to an email received raising concerns regarding dogs off lead in Days Park and an incident which had occurred. It was confirmed that the Town Council does not have the power to enforce a dogs on lead policy in its parks and that the Town Council's Enforcement Officers patrol the Council's parks and gardens on a regular basis. A discussion ensued as to how dog owners

could be encouraged to behave responsibly in the parks and the following ideas were put forward:

- To liaise with Swanage Rotary and local schools regarding a possible competition to design a new poster, with prizes for different age groups, the winning posters could then be displayed in the Council's parks and cemeteries. This would raise awareness of the above concerns with parents, and the competition application form could also contain a section to invite comments from parents in this respect.
- To make contact with a local resident, who was a dog owner and a successful children's book author, and who had previously offered his assistance in this matter, to draft some promotional material.

It was agreed that Councillor Bonfield would make contact with Swanage Rotary accordingly and would report the outcome of his discussions at a future meeting

8. Recreation Ground Phase II – update and plans

a) Pathways

Copies of plans for a new pathway leading to the War Memorial from the west were provided at the meeting. After careful consideration, it was proposed by Councillor Mrs Bartlett, seconded by Councillor Poultney and **RESOLVED UNANIMOUSLY:**

TO RECOMMEND:

That the Town Council construct a new pathway running up to the War Memorial from the west and that Tenders be sought for the same.

Concerns were raised regarding the existing pathways around the Recreation Ground and it was felt that these should be brought up to the same standard as any new path. However, on balance, the general consensus was that this could be addressed at a later date, provided there was a low Health and Safety risk to the public.

b) Bandstand

Consideration was given to future options for the bandstand and the possibility of providing alternative performance spaces in the town. Prince Albert Gardens and the former shelter site on Shore Road were raised as possibilities.

It was agreed that local residents should be invited to comment on the options through the next edition of Swanage Matters and that a meeting be held with the Town Band to canvass their opinions.

c) War Memorial – wall and surrounds

Further to Minute No. 11 of the Policy and Planning Meeting held on 18th August 2014, the Town Council's approved option for these works was discussed. The general consensus was that the work needed to be completed before the start of the next Summer season, weather permitting, and that Tenders should be invited as soon as possible. Comments were made that the Tender process should include local businesses/quarries as there may be sponsorship and/or concessions available to the Town Council, in partnership with the Royal British Legion

d) Lighting

Health and Safety concerns were raised regarding the lack of lighting around the area of the bandstand site. It was noted that the Recreation Ground lighting does meet minimum requirements, however, it was felt that it might

prove necessary to place a barrier around the bandstand in view of the drop. It was therefore agreed that the Operations Manager would undertake a Risk Assessment of the area and report the findings back to a future meeting for further consideration.

9. The Downs/Prince Albert Gardens – consideration of potential enhancements to encourage visitors

Consideration was given to potential enhancements to this area to attract Visitors, it having been noted that Broad Road Car Park had seen a decline in usage over recent years.

It was reported that picnics and barbecues had been seen in Prince Albert Gardens during Carnival week and that there had been no reports of littering.

A discussion ensued and the general consensus was that the area could be advertised as a destination and not just a car park. Ideas were put forward by Members for consideration as follows:

- Change the Broad Road Car Park signage, making clear that this was not at the Pier
- Create recreational/picnic areas for tables and barbecues
- Erect new ‘brown’ tourist signage renaming the area e.g. ‘The Downs and Jurassic Coast’, detailing visitor facilities available and the footpath to Durlston Country Park
- Address the current lack of toilet facilities – discuss with Swanage Pier Trust the possible use of the Pier toilets and consideration of a donation to the Trust in this respect
- Consider Durlston Country Park plans for the area – possible local nature reserve

Comments were also made that the area had been happily used for many years without any facilities being in place, and whether it should remain the same, with events continuing to be held in Prince Albert Gardens. It was also felt that the new Swanage Sea Rowing Club boat house had enhanced the area and had, in fact, increased footfall.

In respect of the potential for the Downs to be nominated as a local nature reserve, it was agreed that a representative from Dorset County Council should be invited to address the next Committee meeting.

10. Forres Playing Fields Changing Rooms/Toilets – update

A brief update was given on the current position. It was reported that it was now intended to submit plans for a larger, four changing room building, and that the architect was drafting a Planning Application.

There would be a meeting on Tuesday 25th November 2014 between the Football Club, the Council’s Project Development Officer and the County F.A. to further discuss the best route for securing funding from the Football Foundation. Plans were now likely to be submitted in January/February 2015 following consultation with the Environment Agency in relation to flood risk.

11. Operations Manager’s Report

The Operations Manager gave a brief report on the following:-

- a) **Cemeteries** – there had been a large number of funerals recently, weather conditions had caused considerable digging difficulties for the Operations Team.

- b) **Town Hall** – preliminary work regarding proposed repairs to the ceiling was now progressing, and it was hoped that the work would be undertaken during the coming winter months.
- c) **Seafront Stabilisation Scheme** – the ‘snagging list’ was well underway and the seafront would be handed back to the Town Council by Raymond Brown Construction Ltd once complete and signed off.

12. Town Council Depot – Potential Relocation update

It was reported that at the Purbeck District Council Meeting held on 8th July 2014 in principle support had been confirmed for the proposal to build a new depot at Purbeck Business Centre. Architects had been appointed and draft layout plans were awaited. A further meeting to discuss these proposals would be held on 3rd December 2014 between representatives of the Town and District Councils and an update would follow at the next Committee meeting.

13. Items of Information and Matters for Forthcoming Agendas

National Trust – local Parish meeting (Swanage, Studland, Langton Matravers, Worth Matravers, Corfe Castle, Church Knowle and Arne) to be held at Currendon Farm on 2nd December 2014 at 4.00 p.m. to discuss any land issues. It was agreed that the Town Clerk would attend.

Swanage Fishermen’s Association – Mr Alan Lander reported that he was no longer Chairman of the Association, the new Chairman was now Mr Joe Miller.

Swanage Boat Park Jetty – the Engineer’s Report on the jetty would be provided to the RNLI and it was reported that funding may be available for improvements. The Boat Park Working Party would be meeting to discuss proposals.

Switch on Swanage – thanks were given to the Operations Manager and his team for their assistance throughout the year and for the recent help with the lights in the High Street.

14. Date of Next Meeting

The date of the next meeting was scheduled for Wednesday 18th March 2015 at 7.00 p.m.

The Meeting closed at 8.50 p.m.
