

Minutes of the **MONTHLY MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on
MONDAY, 15th DECEMBER 2014 at 7.00 p.m.

PRESENT:-

Councillor S. Poultney (Deputy Mayor) – Chairman

Councillor M. Bonfield
Councillor I. Brown
Councillor Mrs. G.A. Marsh
Councillor M. Pratt
Councillor G.M. Suttle
Councillor W.S. Trite
Councillor M. Whitwam

In addition to Members of the Council and officers, 9 members of the public attended the Meeting.

In the absence of a clergyman, Councillor Mrs. Marsh offered a short prayer before the commencement of the Meeting.

Public Participation Time

The following matters were raised during Public Participation Time:-

- Swanage Town Council's Complaints Procedure and timescale for response.
- Suggestion for Council to review its Standing Orders.
- Invitation to exercise the Liberty of Swanage.

The Town Mayor opened the Council Meeting at 7.10 p.m.

114. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from the Town Mayor and Councillors Mrs. Bartlett, Miss Harris and Wiggins.

115. **DECLARATIONS OF INTEREST**

Members were invited to declare their interest under the Code of Conduct as defined by regulations made under section 30 (3) of the Localism Act 2011.

Agenda Item No. 16 (a) – Councillor Trite declared a non-pecuniary interest under the Code of Conduct by reason of being a director of the Swanage Railway Trust.

Agenda Item No. 16 (a) – Councillor Whitwam declared a non-pecuniary interest under the Code of Conduct by reason of being a director of the Swanage Railway Trust.

116. **MINUTES**

- (a) Proposed by Councillor Pratt, seconded by Councillor Bonfield, and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Monthly Meeting of the Council held on 3rd November 2014 be approved as a correct record and signed.

- (b) Proposed by Councillor Pratt, seconded by Councillor Poultney, and
RESOLVED:-

That the Minutes of the Special Meeting of the Council held to discuss policy and planning matters on 17th November 2014 be approved as a correct record and signed.

117. **FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

Proposed by Councillor Whitwam, seconded by Councillor Bonfield, and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Finance and Performance Management Committee held on 31st October 2014 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

118. **TOURISM COMMITTEE**

Proposed by Councillor Brown, seconded by Councillor Mrs. Marsh, and
RESOLVED:-

That the Minutes of the Meeting of the Tourism Committee held on 7th November 2014 be approved as a correct record and signed.

There were no recommendations brought forward from the Committee.

119. **GENERAL OPERATIONS COMMITTEE**

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

That the Minutes of the Meeting of the General Operations Committee held on 19th November 2014 be approved as a correct record and signed.

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

Recreation Ground Phase II
Pathways

Proposed by Councillor Bonfield, seconded by Councillor Poultney, and
RESOLVED UNANIMOUSLY:-

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

120. **FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

Proposed by Councillor Poultney, seconded by Councillor Bonfield, and
RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Finance and Performance Management Committee held on 8th December 2014 be approved as a correct record and signed.

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

Laser Flexible Energy Framework

Proposed by Councillor Poultney, seconded by Councillor Bonfield, and
RESOLVED UNANIMOUSLY:-

That the Town Council renews the framework agreement with LASER Energy Buying Group for the period 2016 – 2020.

121. **PLANS**

Councillor Mrs. Marsh did not vote on, or propose, or second any of the motions on the following planning applications, by reason of being a Member of the Purbeck District Council's Planning Board.

Delegated Applications

- 6/2014/0592 **AJS Developments Ltd**
Demolish existing dwelling and erect four detached dwellings with integral garages and associated parking; modify vehicular access – Reserved Matters.
Sea mist, Cobblers Lane, Swanage.
OBSERVATION: Recommend refusal. Consider overdevelopment of the site.
- 6/2014/0616 **D and P Lovell Ltd**
Construct ten B1, B2 and B8 units and four small storage units; lay out car parking, cycle and bin stores.
Plot 1, Prospect Business Park, Swanage.
OBSERVATION: Recommend approval.
- 6/2014/0646 **Mr Michael Hobson**
Demolish existing integral garage and erect two-storey side extension and rear conservatory.
32 Queens Road, Swanage.
OBSERVATION: Defer for consideration at the Council meeting to be held on 5th January 2015.
- 6/2016/0652 **Mr A Walker**
LISTED Application for Listed Building Consent – Other Development
Replace existing roof covering and install conservation style roof light to rear elevation. (Retrospective).
207 High Street, Swanage.
OBSERVATION: Defer for consideration at the Council meeting to be held on 5th January 2015.
- 6/2014/0656 **Ms M Taylor**
Erect ground floor extensions.
California Farm, Priests Way, Swanage.
OBSERVATION: No objection.

Items for Information Only

TEL/2014/0040 **Daly International (UK) Ltd.**

Installation of 1 no. new 300mm dish antenna plus ancillary works.
Victoria Avenue Car Park, Swanage.

TEL/2014/0047 **The Harlequin Group**

Openreach broadband cabinet – PCP012.
Site outside Flats 1–8, 14 Stafford Road, Swanage.

6/2014/0615 **Mrs Annie Campbell**

Proposed non-material amendment to PP 6/2013/0398 – Erect detached garden annexe for habitable accommodation (to insert frosted glass window to bathroom wall and change roofing material from zinc to lead).
Flat 1, Seashells, 7 Burlington Road, Swanage.

6/2014/0617 **Mr D Low**

Application for Certificate of Lawfulness
Use of property as six self-contained and independent units of residential accommodation - Certificate of Lawfulness existing.
Alrose Villa, 2 Highcliffe Road, Swanage.

6/2014/0639 **Mrs Elaine Jones**

Erect single storey side and rear extensions, detached garden room
modify existing vehicular access.
3 Bonfields Avenue, Swanage.
OBSERVATION: No comment, pending possible future discussions by the Town Council as the corporate trustee of the De Moulham Trust.

The following applications were not discussed by the Town Council as it was considered that a conflict of interest existed, given that the Council had retained the freehold of the Holiday Park.

6/2014/0595 **Mr Trevor Bradbury**

Erect decking.
Plot 245, Swanage Bay View Holiday Park, Panorama Road, Swanage.

6/2014/0596 **Mr John Legge**

Erect decking.
Plot 250, Swanage Bay View Holiday Park, Panorama Road, Swanage.

6/2014/0656 **Ms M. Mather**

Erect decking.
Plot 14, Swanage Bay View Holiday Park, Panorama Road, Swanage.

6/2014/0658 **Mr Green**

Erect decking.
Plot 114A, Swanage Bay View Holiday Park, Panorama Road, Swanage.

122. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30th November 2014 was submitted for information (a copy attached at end of these Minutes).

123. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Mrs. Marsh, seconded by Councillor Trite, and
RESOLVED UNANIMOUSLY:-

That the accounts specified in the Orders on Treasurer
Nos. 9 and 9a, amounting to £198,660.68 and £70,969.76
respectively be paid, and that cheques be drawn therefor.

124. **CHAIRMAN'S ANNOUNCEMENTS**

In the absence of the Town Mayor, there were no matters to report on events during the past month.

125. **NEW YEARS EVE 2014**

It was reported that arrangements for closure of the Lower High Street on New Years Eve 2014 had been made by Dorset County Council, as Highways Authority, and the Swanage Town and Herston Football Club had agreed to provide marshalls during the period of the road closure.

Following discussion, it was proposed by Councillor Trite, seconded by Councillor Whitwam, and RESOLVED:-

That the Town Council provides public liability insurance for the placing of the road closure signage, and to provide advance notice of the road closure by putting out appropriate signage (signage will cost approximately £80).

It was further proposed by Councillor Trite, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That a donation of up to £700 be made to the Swanage Town & Herston Football Club under The Local Government (Miscellaneous Provisions) Act, 1976.

During the ensuing discussion, it was noted that a substantial financial contribution was expected be made by the licensees of public houses in the Lower High Street towards the costs of closing the road both this year and in the future.

126. **VOLUNTEER OF THE YEAR 2014**

Further to Minute No. 8 of the Policy and Planning meeting held on 17th November 2014, Members had been invited to put forward nominations for consideration for Volunteer of the Year Award 2014.

Following a brief discussion, it was AGREED:-

That the matter be deferred for consideration at the Council meeting to be held on 5th January 2015.

127. **ROYAL SIGNALS REGIMENT**

Further to Minute No. 6 (b) of the Council meeting held on 15th September 2014, and subsequent correspondence received, it was proposed by Councillor Poultney, seconded by Councillor Suttle, and RESOLVED UNANIMOUSLY:-

That the 11th Signal Regiment be invited to Exercise the Liberty of Swanage on Saturday, 25th July 2015.

128. **PUBLIC CONSULTATION**

(a) **Electoral Registration and Administration Act 2013**

An e-mail dated 10th November 2014 was submitted from the Democratic and Electoral Services Manager of Purbeck District Council seeking the Town Council's views in identifying a potential alternative polling station in the Swanage South polling place. Due to minor boundary changes within the area, an alternative site would need to be found for the polling station currently sited at Swanage United Reformed Church.

It was proposed by Councillor Mrs. Marsh, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Swanage Methodist Church Hall be identified as a potential alternative polling station.

129. **COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

- (a) Councillor Whitwam reported that he had attended a meeting of 'Pub Watch' on 5th November 2014, at which it was reported that Dorset Police had not been required to attend any incidents of anti-social behaviour during the past month in Swanage.

130. **REPORTING OF DELEGATED MATTERS**

The Clerk referred to a meeting of the Transport Committee held on 12th November 2014, and as the meeting had not been quorate, approval was sought from the Council on the following decision that had been taken by the Committee.

That a request submitted for free parking to be granted on Saturdays in December and the first Saturday in January be approved.

The Council confirmed the decision of the Transport Committee on this delegated matter.

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

(a) **Matters for Forthcoming Agendas**

- i) Future re-location of Town Council Depot.

132. **LEGAL ISSUES**

Further to their declaration of interest under Minute No. 2, Councillors Trite and Whitwam left the meeting during consideration of the following item.

(a) **Swanage Railway**

Consideration was given to a request received from Swanage Railway Trust for permission to create foot access to the loco shed area by moving the main foot access from the north side of Northbrook Road bridge to the west end of the loco shed.

Following discussion, it was proposed by Councillor Poultney, seconded by Councillor Bonfield, and RESOLVED:-

That the matter be deferred for further information, including clarification regarding the possible requirement for planning permission.

EXCLUSION OF PRESS AND PUBLIC

Proposed by Councillor Poultney, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That, under Standing Orders Nos. 67 and 68, by reason of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following matters.

LEGAL ISSUES

(b) **Swanage Bay View Holiday Park**

The Clerk updated those present on matters relating to the business sale agreement, and a meeting held with legal representatives acting on behalf of the purchasers of the Holiday Park earlier in the day.

(c) **Seafront Stabilisation Scheme**

The Clerk reported on contractual matters relating to the Seafront Stabilisation Scheme, and a meeting scheduled to be held with the contractors in the New Year.

The meeting concluded at 7.55 p.m.
