

Minutes of the **ANNUAL MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on  
**MONDAY, 12<sup>th</sup> MAY 2014** at 7.00 p.m.

PRESENT:-

Councillor Mrs. A. Patrick – Chairman

Councillor Mrs. C. Bartlett  
Councillor M. Bonfield  
Councillor I. Brown  
Councillor Miss C. Harris  
Councillor Mrs. G.A. Marsh  
Councillor S. Poultney  
Councillor G.M. Suttle  
Councillor W.S. Trite  
Councillor M. Whitwam  
Councillor A. Wiggins

In addition to Members of the Council and officers, approximately 36 members of the public attended the Meeting.

The Mayor welcomed Mr. M. Gover from Wareham, who offered a prayer before the commencement of the Meeting.

**Public Participation Time**

Before opening the meeting for Public Participation, Councillor Mrs. Patrick welcomed Mr. Andrew Fleming, the Town Crier, and congratulated him on his recent success in the South of England Town Crying Championship competition.

The following matters were raised during Public Participation Time:-

- Concerns expressed regarding the possible future increase in the use of Panorama Road by industrial traffic accessing the proposed well site at California Quarry.
- Request for the Town Council to review its policy regarding planning applications where the Council has an interest.
- A progress report was given on the recovery of a pedestrian involved in an accident with a cyclist at Langton Matravers in 2013.
- Proposed installation of pedestrian crossing on the High Street in the vicinity of the Swanage School to be considered by DCC Rights of Way Committee on Thursday, 15<sup>th</sup> May 2014.
- Parking on Shore Road.

Councillor Mrs. Patrick opened the Council Meeting at 7.15 p.m.

Before conducting the business of the Meeting, Councillor Mrs. Patrick gave a brief summary of events and challenges faced by the Town Council during the past year.

She then expressed her appreciation of the support given to her by Councillor Poultney (Deputy Mayor) and her fellow Councillors during her Term of Office. She

also wished to record her thanks for the hard work and dedication given by the Town Clerk and staff at the Town Hall, the Operations Manager and outside workforce, and the Tourist Information Centre Supervisor and staff at the TIC.

Finally, she thanked her husband, Mr. Roger Patrick, for undertaking the role of Consort, and her family for their invaluable support during her Term of Office.

1. **APPOINTMENT OF TOWN MAYOR**

Proposed by Councillor Suttle, seconded by Councillor Brown, and  
RESOLVED UNANIMOUSLY:-

That Councillor Mrs. Alison Patrick be appointed  
Town Mayor for the ensuing year.

Councillor Mrs. Patrick completed the Statutory Declaration of Acceptance of Office, and was pleased to accept the appointment.

2. **APPOINTMENT OF DEPUTY TOWN MAYOR**

Proposed by Councillor Mrs. Patrick, seconded by Councillor Whitwam, and  
RESOLVED UNANIMOUSLY:-

That Councillor Steven Poultney be appointed  
Deputy Town Mayor for the ensuing year.

Councillor Poultney completed the Statutory Declaration of Acceptance of Office, and was pleased to accept the appointment.

3. **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.

There were no declarations to record on this occasion.

4. **APOLOGIES**

An apology for his inability to attend the Meeting was received from Councillor Pratt.

5. **REPRESENTATIVES ON OUTSIDE BODIES**

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

That the following appointments of representatives to outside bodies be approved:-

Dorset Association of Larger Local Councils	Councillor M Pratt & the Town Clerk
Swanage Youth Centre	Councillors A Wiggins & Mrs A Patrick
Dorset Coast Forum	Councillors Miss C Harris & Mrs G Marsh
Swanage Pier	Councillors Mrs G A Marsh & M W Pratt
Arthur Marsh Memorial Hall	Councillor G Suttle
Citizens Advice Bureau	Councillor M W Pratt
Partners & Communities Together	Councillors M Bonfield, Miss C Harris & Mrs G A Marsh
Herston Reading Room	Councillor Mrs A Patrick

Swanage Town & Community Partnership	Councillor Mrs A Patrick or Councillor Miss C Harris
Durlston Advisory Panel	Councillor I Brown
Swanage Pub Watch	Councillors M Bonfield & M Whitwam
Dorset Age Partnership	Councillor Miss C Harris
Purbeck Transport Action Group	Councillor M Whitwam
Swanage Regatta & Carnival Committee	Councillor Mrs A Patrick (Town Mayor), Councillor S Poultney (Deputy Mayor) and Councillor A Wiggins
Swanage Museum	Councillor I Brown
Swanage Local Plan Steering Group	Councillors M Bonfield and M Whitwam (Councillor W Trite – PDC)

6. **APPOINTMENT OF COMMITTEES**

It was proposed by Councillor Mrs. Patrick, seconded by Councillor Poultney, and RESOLVED UNANIMOUSLY:-

That the following appointments be made to the Committees:-

**Tourism**

Councillor Mrs A Patrick (Town Mayor), Councillor S Poultney (Deputy Mayor), and Councillors Mrs C Bartlett, M Bonfield, I Brown, Mrs G A Marsh, M Whitwam and A Wiggins.

**Transport Committee**

Councillor Mrs A Patrick (Town Mayor), Councillor S Poultney (Deputy Mayor), and Councillors Mrs C Bartlett, M Bonfield, Miss C Harris, M W Pratt, W S Trite and M Whitwam.

**General Operations Committee**

Councillor Mrs A Patrick (Town Mayor), Councillor S Poultney (Deputy Mayor), and Councillors Mrs C Bartlett, M Bonfield, I Brown, Miss C Harris, Mrs G A Marsh, M W Pratt and G M Suttle.

**Personnel Committee**

Councillor Mrs A Patrick (Town Mayor), Councillor S Poultney (Deputy Mayor), and Councillors M Bonfield, Miss C Harris, M W Pratt, G M Suttle and W S Trite.

**Beach Management Sub-Committee**

Councillors M Bonfield, Mrs G A Marsh and Mrs C Bartlett.

7. **SUSPENSION OF STANDING ORDER No.44**

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

That Standing Order No. 44 be suspended to enable the election of the Chairmen of the Committees listed in Minute No. 6 above, in order to appoint the Finance

and Performance Management Committee.

The following appointments were AGREED by each of the respective Committees:-

**Tourism Committee**

Chairman – Councillor I Brown

**Transport Committee**

Chairman – Councillor M Whitwam

**General Operations Committee**

Chairman – Councillor M Bonfield

**Personnel Committee**

Chairman – Councillor W S Trite

**Finance and Performance Management Committee**

Councillor Mrs A Patrick (Town Mayor), Councillor S Poultney (Deputy Mayor) and Councillors I Brown, M Bonfield, M Pratt, W S Trite and M Whitwam.

It was RESOLVED:-

That the Town Mayor be appointed Chairman of the Finance and Performance Management Committee.

8. **MEMBERSHIP OF WORKING PARTIES**

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

That the following appointments to Council Working Parties be approved.

**Public Conveniences**

Councillors Bonfield and Poultney.

**Cemetery Matters**

Councillors Miss C Harris, Mrs G A Marsh, Mrs A Patrick and S Poultney.

**Allotments**

Councillors M Bonfield, Miss C Harris and S Poultney.

**Boat Park**

Town Mayor, Deputy Mayor, and Councillors M Bonfield, I Brown, M W Pratt and A Wiggins.

**Waste Management**

Chairmen of Tourism, Transport and General Operations Committees.

**Public Buildings Review**

Town Mayor, Deputy Mayor and Councillors I Brown and Miss C Harris.

**Peveril Point Working Party**

Councillors Mrs C Bartlett, I Brown and A Wiggins.

**CCTV**

Councillors I Brown, Mrs G Marsh and M Whitwam.

**Shore Road Stabilisation Scheme**

Councillors M Bonfield, I Brown, S Poultney and M W Pratt.

**Shore Road Concessions**

Councillors I Brown, S Poultney, W S Trite and A Wiggins.

**Swanage Local Plan**

Town Mayor, Deputy Mayor and Councillors Mrs C Bartlett, M Bonfield, M Pratt, W S Trite and M Whitwam.

**Sporting Facilities**

Town Mayor, Deputy Mayor, Town Clerk and Councillors C Bartlett, M Bonfield, M W Pratt and A Wiggins.

**Relocation of Depot**

Town Mayor, Deputy Mayor and Chairman of Operations Committee.

9. **ANNUAL MEMBERSHIP SUBSCRIPTIONS**

Consideration was given to membership subscriptions paid annually.

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

That the following annual membership  
subscriptions be paid:-

Dorset Assn. of Parish &  
Town Councils

Institute of Cemetery & Crematorium  
Management

British Destinations

LAVAT

Society of Local Council Clerks

South West Councils

National Assn. of Allotment and  
Leisure Gardens

Journal of Local Planning

Fields in Trust

Local Council Advisory Service  
(Zurich)

10. **MINUTES**

- (a) Proposed by Councillor Mrs. Bartlett, seconded by Councillor Poultney, and RESOLVED UNANIMOUSLY:-

That the Minutes of the Monthly Meeting of the Council held on 7<sup>th</sup> April 2014 be approved as a correct record and signed.

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

That the Minutes of the Extraordinary Meeting of the Council held on 17<sup>th</sup> April 2014 be approved as a correct record and signed.

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

That the Minutes of the Special Meeting of the Council held to discuss policy and planning matters on 28<sup>th</sup> April 2014 be approved as a correct record and signed.

11. **FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

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

That the Minutes of the Meeting of the Finance and Performance Management Committee held on 28<sup>th</sup> April 2014 be approved as a correct record and signed.

12. **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**

6/2014/0201 **Shorefields Holidays**

Change of use of land for the siting of one residential wardens caravan. Swanage Coastal Caravan Park, Priests Way, Swanage.

**OBSERVATION:** No objection.

**Non-Delegated Application**

6/2014/0206 **Mr Lucas**

Erect six industrial and commercial units with associated parking. 25-30 Prospect Business Park, Victoria Avenue, Swanage.

**OBSERVATION:** No objection.

**Item for Information Only**

The following application was not discussed by the Town Council as it was considered that a conflict of interest existed, given that the Council was the owner of the land.

6/2014/0196 **Royal National Lifeboat Institution**

Demolish existing lifeboat station, slipway, launch ramp and angling club building. Erect replacement lifeboat station, slipways and angling club building; reconfigure apron and seawall, rebuilding and repair works to existing steps and adjoining retaining walls leading up to Peveril Point Road.

Swanage Lifeboat Station, Peveril Point.

13. **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor reported that she had attended the following civic events during the past month:-

- The Annual Parish Meeting held at the Mowlem on 9<sup>th</sup> April 2014.
- Mrs. Jenny Lazenbury's Annual Classic Car Rally and Display in Victoria Avenue car park.
- The Swanage & Purbeck Hospitality Association AGM.
- Swanage & Purbeck Rotary Club's President's Night.
- The Chairman of Purbeck District Council's Spring Reception at Westport House, Wareham.
- Mayor of Chickerell's Civic Service.
- A Civic Service at Wimborne Minster.

14. **SEAFRONT AND DOWNS STABILISATION SCHEMES**

It was reported that the anticipated date for completion of the toilets on Shore Road was 11<sup>th</sup> July 2014.

There were no additional matters to report on the Schemes at the present time.

15. **NAVITUS BAY WIND FARM**

Consideration was given to a proposal received from Challenge Navitus that banners be erected in appropriate locations to raise awareness of the proposed Navitus Bay Wind Farm and provide information on the registration process with the Planning Inspectorate. Financial support towards the cost of these banners was requested from the Town Council.

Following discussion, it was proposed by the Town Mayor, seconded by Councillor Wiggins, and **RESOLVED UNANIMOUSLY:-**

That the matter be deferred for consideration at the next meeting of the Council to be held on 19<sup>th</sup> May 2014.

16. **COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

- (a) Councillor Whitwam reported that he had attended a recent meeting of 'Pub Watch'.
- (b) Councillor Mrs. Marsh would be attending a meeting of the Dorset Coast Forum at Weymouth on 15<sup>th</sup> May 2014.

17. **REPORTING OF DELEGATED MATTERS**

Further to minute 170. (b) of the Monthly Meeting held on 7<sup>th</sup> April 2014, the Town Clerk reported that the Town Mayor, Deputy Mayor and Councillor Bonfield had authorised expenditure of £160,000 for the re-surfacing of Broad Road car park, with an additional £5,000 contingency. This decision had been made in light of advice received from the structural engineers employed on the Downs stabilisation scheme and the contract administrators.

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

The new Swanage School would be holding an Open Day on Saturday, 17<sup>th</sup> May 2014.

The meeting concluded at 7.45 p.m.

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