

Minutes of the **ANNUAL MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on
MONDAY, 23rd MAY 2016 at 7.00 p.m.

PRESENT:-

Councillor S. Poultney – Chairman

Councillor J.M. Bishop
Councillor M.P. Bonfield
Councillor C. Finch
Councillor G. Green
Councillor A. Harris
Councillor G.A. Marsh
Councillor T.J. Morris
Councillor G.M. Suttle
Councillor W.S. Trite
Councillor M. Whitwam

In addition to Members of the Council and officers, 20 members of the public attended the Meeting.

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

Before opening the Meeting, the Chairman welcomed members of the public and read 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.

Public Participation Time

The following matters were raised during Public Participation Time:-

- Appreciation expressed of the sterling work undertaken by the Mayor and Councillors in dealing with some difficult issues during the past year.
- Thanks to the Council's workforce for the refurbishment of the 'Brian Brown' memorial seat.
- Review of the Council's Standing Orders re Public Participation Time – not considered to be in the spirit of public democracy.
- Councillors support requested regarding the inclusion of 'Proposed gas/oil drilling at California Quarry and access along Panorama Road' on future Agendas.

The Chairman opened the Council Meeting at 7.15 p.m.

1. **APPOINTMENT OF TOWN MAYOR**

Proposed by Councillor Morris, seconded by Councillor Marsh, and
RESOLVED UNANIMOUSLY:-

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

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

Councillor Poultney then gave a brief summary of projects/issues and achievements of the Town Council during the past year, and on-going matters that it was hoped to progress during the forthcoming year.

Finally, in accepting the appointment, Councillor Poultney expressed his appreciation of the support given to him by his fellow Councillors, the Town Clerk, Operations Manager and officers and staff at the Town Hall, Tourist Information Centre and the Depot during his Term as Mayor. He also thanked his wife, Gill, for her support and understanding, and his daughter-in-law, Michelle Poultney, for undertaking the role of Mayoress during the past year. Councillor Poultney then made specific mention of the help and assistance given to him by Mrs. Linda Burgess in her role as Mayor's Secretary.

2. **APPOINTMENT OF DEPUTY TOWN MAYOR**

Proposed by Councillor Morris, seconded by Councillor Finch, and
RESOLVED UNANIMOUSLY:-

That Councillor Michael Peter Bonfield be
appointed Deputy Town Mayor for the ensuing
year.

Councillor Bonfield 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, and requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.

Agenda Item No. 20 – 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. 20 – Councillor Whitwam declared a non-pecuniary interest under the Code of Conduct by reason of being a director of the Swanage Railway Trust.

4. **APOLOGIES**

An apology for her inability to attend the Meeting was received from Councillor Lejeune.

5. **REPRESENTATIVES ON OUTSIDE BODIES**

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

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

Dorset Association of Parish & Town Councils	Councillor Marsh & the Town Clerk
* Swanage Youth Centre	Defer appointment until Development Trust Management Committee has been established
Swanage 2027 Committee	Councillors Bishop, Finch & Whitwam

Swanage Childrens' Centre	Councillor Harris
Dorset Coast Forum	Councillor Marsh
Swanage Pier	Councillor Whitwam
Citizens Advice Bureau	Councillor Morris
Swanage Town & Community Partnership	Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) & Councillor Bishop
Swanage Pub Watch	Councillors Harris & Whitwam
Dorset Age Partnership	Councillor Harris
Purbeck Transport Action Group	Councillor Whitwam
Swanage Regatta & Carnival	Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) & Councillor Finch
Swanage Museum	Councillors Green & Whitwam
Swanage Local Plan	Councillor Bonfield, & Councillors Trite & Whitwam
Purbeck Rail Partnership	Councillor Whitwam
Herston Reading Room	Councillor Poultney (Town Mayor)
Swanage Town & Herston Football Club	Councillor Bishop

6. **APPOINTMENT OF COMMITTEES**

Proposed by Councillor Green, seconded by Councillor Trite, and RESOLVED UNANIMOUSLY:-

That the following appointments be made to the Committees:-

Tourism

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Finch, Green, Marsh, Morris, Trite and Whitwam.

Beach Management Advisory Committee

Councillors Bonfield, Green and Marsh
(Comprising of three members of the Tourism Committee)

Transport Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Green, Lejeune, Morris, Trite and Whitwam.

General Operations Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Finch, Green, Harris, Lejeune and Marsh.

Personnel Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Green, Lejeune, Morris, and Trite.

Planning and Consultation Committee

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Harris, Lejeune, Morris and Whitwam.

7. **APPOINTMENT OF COMMITTEE CHAIRMEN AND FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**

Tourism Committee

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

That Councillor Finch be appointed Chairman of the
Tourism Committee.

Transport Committee

Proposed by Councillor Harris, seconded by Councillor Green, and
RESOLVED UNANIMOUSLY:-

That Councillor Whitwam be appointed Chairman of
the Transport Committee.

General Operations Committee

Proposed by Councillor Trite, seconded by Councillor Green, and RESOLVED
UNANIMOUSLY:-

That Councillor Bishop be appointed Chairman of the
General Operations Committee.

Personnel Committee

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

That Councillor Green be appointed Chairman of the
Personnel Committee.

Planning and Consultation Committee

Proposed by Councillor Finch, seconded by Councillor Green, and
RESOLVED UNANIMOUSLY:-

That Councillor Harris be appointed Chairman of the
Planning and Consultation Committee.

Policy, Finance and Performance Management Committee

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

That the Policy, Finance and Performance Management
Committee consists of the Mayor, Deputy Mayor and the
Chairman of each of the Council's Standing Committees,
the Town Mayor to act as Chairman.

Councillor Poultney (Town Mayor), Councillor Bonfield
(Deputy Mayor) and Councillors Bishop, Finch, Green,
Harris and Whitwam.

8. **MEMBERSHIP OF WORKING PARTIES**

Proposed by Councillor Marsh, seconded by Councillor Finch, and
RESOLVED UNANIMOUSLY:-

That the following appointments to Council Working
Parties be approved.

Public Conveniences

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and
Councillors Bishop, Finch and Green.

Boat Park

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and
Councillor Marsh.

Waste Management

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Finch, Green and Harris.

Seafront Enhancement

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Finch, Green, Lejeune, Marsh, Morris and Trite.

Town Centre Redevelopment

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Bishop, Finch, Green, Harris, Lejeune, Morris, and Whitwam.

Sporting Facilities

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Finch, Green, Lejeune and Marsh.

Relocation of Depot

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop and Lejeune.

Panorama Road

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor), and Councillors Bishop, Lejeune and Whitwam.

Traffic Flow Working Party

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Finch, Morris, Trite, Whitwam and PC K Hickman.

Events Working Party

Councillor Poultney (Town Mayor) and Councillor Bonfield (Deputy Mayor) and Councillor Finch.

Tourist Information Centre Working Party

Councillor Finch (Chairman of Tourism Committee) and Councillors Bonfield, Green, Marsh, Morris, Poultney and Whitwam.

Museum Working Party

Councillors Green and Whitwam.

Beach Huts for 'Pop Up' Shops Working Party

Councillors Bonfield and Green (and Town Clerk, Operations Manager and TIC Supervisor).

Communications Strategy Working Party

Councillor Poultney (Town Mayor), Councillor Bonfield (Deputy Mayor) and Councillors Finch, Green, Lejeune, Morris and Trite.

It was further proposed by Councillor Marsh, seconded by Councillor Finch, and RESOLVED:-

That a further Working Party be appointed as follows:-

Swanage in Bloom Working Party

Councillor Poultney (Town Mayor) and Councillors Finch, Green, Harris and Lejeune

9. **ANNUAL MEMBERSHIP SUBSCRIPTIONS**

It was AGREED:-

That the annual membership subscriptions be deferred for consideration at the Council meeting to be held on 27th June 2016.

10. **CALENDAR OF MEETINGS 2016/17**

A schedule of meetings for 2016/17 was submitted for consideration.

Following a brief discussion, it was proposed by Councillor Bonfield, seconded by Councillor Green, and RESOLVED:-

That the schedule of meetings for 2016/17 be approved, subject to the time of the June Planning and Consultation Committee being brought forward to 4.30 pm and the date of the next General Operations Committee being confirmed as Wednesday, 13th July.

11. **MINUTES**

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

That the Minutes of the Extraordinary Meeting of the Council held on 4th May 2016 be approved as a correct record and signed.

12. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 9th May 2016 be approved as a correct record and signed.

13. **AUTHORISATION OF SIGNATORIES**

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

To re-affirm the appointment of the Town Mayor, Deputy Mayor and Councillor Marsh as authorised signatories in respect of the Town Council's bank accounts and associated financial transactions.

14. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 30th April 2016 was submitted for information (a copy attached at end of these Minutes).

15. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Trite, seconded by Councillor Bishop, and RESOLVED:-

That the accounts specified in the Orders on Treasurer Nos. 2 and 2a, amounting to £63,254.22 and £44,986.12 respectively be paid, and that cheques be drawn therefor.

16. **CHAIRMAN'S ANNOUNCEMENTS**

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

- (a) The Swanage Area Dementia Friendly Community – Fundraising events held to commemorate the organisation’s 1st Birthday:-
Charborough Park Open Day on 14th May.
Afternoon Tea at Purbeck House Hotel on 19th May.

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

- (a) Councillor Whitwam reported that he had attended a meeting of ‘Pub Watch’ on 18th May 2016. Dorset Police had not been represented at the meeting as they had no matters to report at the current time. However, eight licencees were present and were pleased to report that no additional ‘red cards’ had been issued.

18. **REPORTING OF DELEGATED MATTERS**

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

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

Items of Information

- (a) Swanage had again achieved the coveted ‘Blue Flag’ beach award.
- (b) The RNLI would be providing lifeguarding services on Swanage Beach with effect from 28th May.
- (c) New ‘Comments Slips’ had been introduced at the Council meeting held on 4th May. Four had been completed at the meeting – three related to proposals for future gas/oil drilling at California Quarry and it was noted that this would be included on a forthcoming agenda when the Council was in receipt of information regarding the proposed test drilling this winter. A request for additional information relating to Agenda items to be published on the Council’s website had been supported by the Council’s Communications Working Party and an update would be provided
These matters would be referred to a future Council meeting for consideration.
- (d) East Devon & Dorset – Proposals for application for ‘National Park’ status – Confirmation that a Presentation being arranged for June would be open to the public.
- (e) Standing Order No.2 a) – Confirmation that this corresponds with the NALC model.

Matters for Forthcoming Agendas

- (a) Request for fee for use of allotment by EDP organisation to be waived.

Further to their declaration of interest under Minute No. 3, Councillors Trite and Whitwam remained in the meeting during consideration of the following item, but took no part in the debate and did not vote on the Proposition.

20. **REQUEST FOR USE OF NORTH BEACH CAR PARK AND JOURNEY’S END FOR FILM PRODUCTION**

Further to Minute No. 269 of the Council meeting held on 4th May 2016, and subsequent negotiations with the film company regarding the proposals and requirements for the feature film production, consideration was given to a request for the use of North Beach Car Park and Journey’s End. It was also noted that the film company would require the use of land leased to the Swanage Railway Company.

Prior to discussion, it was noted that the Film Location Manager was in attendance at the Meeting, and the Mayor invoked Standing Order No. 1 p). He suspended the Meeting at 7.43 p.m. and invited her to speak on issues that had been raised.

The meeting reconvened at 7.45 p.m.

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

That the request for the use of North Beach Car Park and Journey's End be approved in principle, subject to further discussions, including a joint meeting of the Communications Working Party and representatives of the film company.

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

The meeting concluded at 7.50 p.m.
