

Minutes of the **MONTHLY MEETING** of the Swanage  
Town Council held at the Town Hall, Swanage on **MONDAY,**  
**28<sup>th</sup> NOVEMBER 2016** at 7.00 p.m.

PRESENT:-

Councillor S. Poultney – Chairman

Councillor J. Bishop

Councillor M.P. Bonfield

Councillor C. Finch

Councillor G. Green

Councillor A. Harris

Councillor G. Marsh

Councillor T. Morris

Councillor G.M. Suttle

Councillor W.S. Trite

Councillor M. Whitwam

In addition to Members of the Council and officers, 10 members of the public attended 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.

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

### **Public Participation Time**

The following matters were raised during Public Participation Time:-

- A correction to the notes of October's Public Participation Time was requested to clarify that the concerns raised re. access to California Quarry related to the obstruction of vehicular access as a result of large stones being placed across the eastern access road by the quarry operators at the close of business each day.
- Request made for background information regarding the occupancy rates of Town Council beach huts.
- Swanage Jazz Festival – Recognition of sterling work undertaken by the Committee in organising the Festival for the past 28 years.
- Importance of retaining the Registration Service in Swanage.
- Concerns regarding proposed improvements to the Santa Fe Fun Park.
- Photographs of weekend storms taken by a member of the public.

The Chairman opened the Council Meeting at 7.10 p.m.

138. **APOLOGIES**

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

139. **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.

**Agenda Item No. 13a** – Councillor Marsh declared a non-pecuniary interest under the Code of Conduct by reason of a long-standing connection with Swanage RNLI.

**Agenda Item No. 13c** – Councillor Bonfield declared a non-pecuniary interest under the Code of Conduct by reason of being Chairman of the Swanage and District Angling Club.

140. **MINUTES**

(a) Proposed by the Town Mayor, seconded by Councillor Marsh, and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Monthly Meeting of the Council held on 31<sup>st</sup> October 2016 be approved as a correct record and signed.

Arising from the above, it was felt that the record of the Presentation given by the Headteacher of the Swanage School during Public Participation Time did not adequately reflect the success of the School in achieving an outstanding set of GCSE results which on one measure meant that it ranked as the best in Dorset. It was requested that the record be amended accordingly.

141. **PERSONNEL COMMITTEE**

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

That the Minutes of the Meeting of the Personnel Committee held on 31<sup>st</sup> October 2016 be approved as a correct record and signed.

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

4a. **One-off Payment in recognition of Outstanding Service**

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

To make a non-consolidated payment of £230 to each of the Council's permanent employees in recognition of their outstanding service in the current year.

142. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 7<sup>th</sup> November 2016 be approved as a correct record and signed.

143. **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 9<sup>th</sup> November 2016 be approved as a correct record and signed.

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

3. **Housing Needs Assessment**

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

That the Parish Housing Needs Survey be adopted by the Town Council.

9. **Treasury Management**

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

That the Council's Treasury Management Strategy Statement 2016/17 to 2018/19 be revised to increase the limit on non-specified investments to £5m to allow for a greater sum to be invested long-term. This sum to be reviewed as part of the annual budget setting process.

It was FURTHER RESOLVED:-

To place £500k with the M&G Strategic Corporate Bond Fund and £1m with the Investec Diversified Income Fund.

11. **Health and Safety Policy**

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

That the draft Health & Safety Policy be approved and adopted, subject to inclusion of the following amendment:

- Ensure that the Town Council is kept informed of relevant information, and receives a report on Health and Safety matters at least annually. Any major injury, seven day injury or dangerous occurrence as defined by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) will be reported at the next monthly Council Meeting. Follow-up reports will be presented at each Council Meeting thereafter until the issuing of the next Annual Report.

144. **TRANSPORT COMMITTEE**

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

That the Minutes of the Meeting of the Transport  
Committee held on 16<sup>th</sup> November 2016 be  
approved and adopted.

There were no recommendations brought forward from the Committee.

145. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31<sup>st</sup> October 2016 was submitted for  
information (a copy attached at end of these Minutes).

146. **PAYMENT OF ACCOUNTS**

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

That the accounts specified in the Orders on Treasurer  
Nos. 8 and 8a, amounting to £115,203.84 and £54,720.73  
respectively be paid, and that cheques be drawn therefor.

147. **CHAIRMAN'S ANNOUNCEMENTS**

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

- Armistice Day and Remembrance Day Services at the War Memorial on the Recreation Ground.
- A Birthday Party to celebrate the 108<sup>th</sup> birthday of Lillian Priest.

148. **VOLUNTEER OF THE YEAR 2017**

A notice had been received from Purbeck District Council inviting  
nominations from local Parish and Town Councils for the Volunteer of the Year  
Award 2017.

It was noted that Awards are made as special recognition by the Chairman  
of Purbeck District Council of services to the community, and Members were  
invited to put forward nominations for consideration prior to submission to PDC.

During the ensuing discussion, several nominations were put forward for  
the Award, and Members acknowledged the sterling work undertaken by these  
dedicated volunteers.

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

That a nomination for Volunteer of the Year  
be agreed at the December Council meeting,  
and that consideration be given to establishing a  
scheme for civic recognition by Swanage Town  
Council for those that had given outstanding  
voluntary service for the benefit of the community  
of Swanage.

149. **REGISTRATION SERVICE**

Further to Minute No. 62 of the Council meeting held on 25<sup>th</sup> July 2016,  
the Clerk provided a Briefing Note on matters relating to the provision of the  
Registration Service at the Town Hall.

It was noted that future changes to marriage legislation were likely to  
impact on the requirements of the Registration Service, but such changes were

not expected to be forthcoming for 2-3 years and any proposed changes were unlikely to be implemented prior to the 2018/19 financial year.

An indication was given that the Swanage office may remain as a sub-office of Wareham, but given the anticipated reduction in marriage appointments, the service may be reduced to one morning per week. Payment towards the travel costs and related time of the registration staff may be sought from the Town Council.

In noting the above proposals, Members re-affirmed the view that it was essential to retain the Registration Service in Swanage, and it was AGREED:-

That the points raised in the briefing note be incorporated into a further letter in support of retaining the Registration Service in Swanage to Dorset County Council.

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

There were no matters to report from representatives on outside organisations during the past month.

151. **REPORTING OF DELEGATED MATTERS**

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

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

**Items of Information**

- (a) Armed Forces Day 2017 – In the absence of Mr. Frank Roberts, there were no matters to report at the present time.
- (b) The Town Clerk updated those present on damage sustained to the Parish Slipway, seawall, paving and the Stone Quay during the previous weekend storms. A meeting was being convened with the District Engineer of Purbeck District Council, and representatives of Dorset County Council and the Town Council to assess the damage and remedial work required. Members wished to record their appreciation of the prompt and efficient action taken by the Town Council's Operations Manager and his staff in dealing with the immediate situation.

**Matters for Forthcoming Agendas**

There were no matters to record for forthcoming Agendas at the present time.

**EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Bonfield, 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 13 (a) to (d), and 14 (a) and (b) (due to consideration of legal and valuation advice and reasons of commercial confidentiality).

Further to her declaration of interest under Minute No. 139, Councillor Marsh remained in the meeting during consideration of the following item, but did not take part in the debate or vote on the Proposition.

153. **BOAT PARK AND PEVERIL POINT**

(a) **Lifeboat House**

i) **Compensation for use of Boat Park**

Further to Minute No. 210 of the Council meeting held on 25<sup>th</sup> January 2016, and detailed consideration of a Briefing Note dated November 2016 submitted by the Town Clerk, discussion ensued regarding the level of compensation to be paid by the RNLI for the use of the Boat Park during construction of the new lifeboat house and associated works.

Following discussion, during which Members compared the loss of income from the boat park and adjoining property against the costs for the jetty works, it was proposed by Councillor Trite, seconded by Councillor Green, and **RESOLVED UNANIMOUSLY:-**

That delegated authority to act in the matter be given to the Town Clerk, in consultation with the Town Mayor and Councillor Bishop, subject to the receipt of an appropriate Report from the Council's valuer recommending acceptance of the negotiated settlement.

It was **FURTHER RESOLVED:-**

That the above delegation be extended to negotiations in respect of items 13) b – d, the outcome of which to be reported to a future Council meeting.

154. **LEGAL ISSUES**

(a) **Santa Fe Park**

i) **Rent Review**

A letter dated 23<sup>rd</sup> November 2016 was submitted from the Council's valuer outlining discussions held with the lessee of the Santa Fe Park regarding the rent review of the Santa Fe Park and Family Games Room. It was proposed by the Town Mayor, seconded by Councillor Bonfield, and **RESOLVED UNANIMOUSLY:-**

To approve the recommendation of the Council's valuer for a rental figure of £13,700 per annum for the Santa Fe Fun Park and a rental figure of £11,200 per annum for the Family Games Room with effect from 1<sup>st</sup> April 2016.

ii) **Proposed Future Enhancements**

Further to Minute No. 136 (b) and a subsequent meeting of the Seafront Working Party, consideration was again given to a proposal submitted from the concessionaire of the Santa Fe Park to carry out future enhancements to the Park by developing the concrete and metal fenced viewpoint at the seafront end of the Santa Fe site.

During the following discussion, it was noted that the future of the former seafront shelter site on Shore Road had not yet been determined, but at the present time, it was not envisaged that there would be any conflict of interest pending future development proposals for this site.

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

That the matter be deferred until proposals for the future development of the former shelter site on Shore Road had been determined.

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.

Further discussion ensued, following which it was proposed by Councillor Green, seconded by the Town Mayor, and RESOLVED:-

That the Seafront Working Party be requested to give consideration to a temporary enhancement programme for the area, to include seating, painting etc.

(b) **Lower Grammar School Field**

The Clerk updated Members on matters relating to the existing tenancy agreement with the Allnatt Centre for use of the Lower Grammar School Field, and a request received for amended lease terms for the usage to extend to sharing with other local sports and recreational groups and to be able to offer camping for educational groups booking programmes via the Centre.

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

To agree to the Allnatt Centre's proposed expansion of uses on the Lower Grammar School Field, and to grant a 5-year term from the date of signing of the lease, subject to agreement of a revised rental figure in line with valuation advice.

The meeting concluded at 8.25 p.m.

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