

Minutes of the **MONTHLY MEETING** of the Swanage
Town Council held at the Town Hall, Swanage on **MONDAY,**
26th SEPTEMBER 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 A. Lejeune

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, 13 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.

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

Public Participation Time

The following matters were raised during Public Participation Time:-

- Proposed gas drilling at California Quarry.

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

93. **APOLOGIES**

There were no apologies received for inability to attend the meeting.

94. **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. 18 – Councillor Suttle declared a pecuniary interest under the Code of Conduct by reason of a business association with the current contractor.

Agenda Item No. 22 (b) – The Town Mayor declared a non-pecuniary interest under the Code of Conduct by reason of a family relationship with the beach concessionaire.

95. **MINUTES**

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

That the Minutes of the Monthly Meeting of the Council held on 22nd August 2016 be approved as a correct record and signed.

96. **PLANNING AND CONSULTATION COMMITTEE**

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

That the Minutes of the Meeting of the Planning and Consultation Committee held on 5th September 2016 be approved as a correct record and signed.

97. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31st August 2016 was submitted for information (a copy attached at end of these Minutes).

98. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Marsh, seconded by Councillor Green, and
RESOLVED:-

That the accounts specified in the Orders on Treasurer Nos. 6 and 6a, amounting to £448,997.44 and £62,969.50 respectively be paid, and that cheques be drawn therefor.

99. **CHAIRMAN'S ANNOUNCEMENTS**

The Mayor had no matters to report on events during the past month.

100. **LOCAL GOVERNMENT REORGANISATION**

Further to Minute No. 7 a) of the Planning and Consultation Committee held on 5th September 2016, detailed consideration was given to the proposals for local government reorganisation as set out in the public consultation document entitled 'Reshaping your Councils – a better future for your community'.

Having regard to the importance of the proposals, and the future implications of local government reorganisation for the Town Council, it was proposed by Councillor Finch, seconded by Councillor Harris, and RESOLVED UNANIMOUSLY:-

That a Special Meeting of the Council be convened to enable detailed consideration to be given to the proposals for local government reorganisation.

101. **DORSET COUNTY COUNCIL HIGHWAYS**

A document entitled 'Working Together – Highways' was submitted for consideration from Dorset County Council Highways. The document referred to a significant reduction in budgets for delivering routine highway maintenance and put forward future proposals for providing an acceptable level of service across the network.

It was noted that Dorset County Council would continue to provide 'Core Functions', but were unable to resource 'non-essential functions'. It was hoped

that by working together with local communities, an alternative method of delivering the ‘non-essential functions’ could be introduced.

The following options for delivering these types of works were proposed for adoption by Parish, Town and Borough Councils:

- Option One – Use of Volunteers/In-House Workforce
- Option Two – Direct Commissioning of Suitably Qualified Contractor or Partnership between Town/Parish Councils
- Option Three – Directly Commissioning Dorset Highways

In addition to the above, proposals under the following headings were put forward:

- Flood Warden Scheme
- First Line of Highway Enforcement
- Snow and Ice Clearance
- Collaboration between Town and Parish Councils

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

That the matter be deferred for consideration at the next meeting of the General Operations Committee to be held on 23rd November 2016.

102. **SWANAGE LOCAL PLAN**

Further to Minute No. 5 a) of the Consultation and Planning Committee meeting held on 8th August 2016, the Clerk reported that the Town Council’s response to the Partial Review of the Purbeck Local Plan Options Consultation had been submitted to Purbeck District Council.

A schedule of proposed ‘Main Modifications’ to the Swanage Local Plan Pre-submission Document was to be published and representations invited over a six week period between October and December 2016.

Following discussion, it was proposed by the Town Mayor and seconded by Councillor Suttle:-

That the Swanage Local Plan Pre-submission Document: Schedule of Main Modifications be approved for public consultation.

Upon being put to the Meeting, eleven Members voted IN FAVOUR of the Proposition and there was ONE ABSTENTION, whereupon the Proposition was declared CARRIED.

103. **DRAFT HOUSING NEEDS SURVEY REPORT**

A Draft Housing Needs Survey Report, compiled by the Senior Housing Officer, Purbeck District Council, was submitted for information.

Following a brief discussion, it was proposed by the Town Mayor, seconded by Councillor Bishop, and **RESOLVED:-**

That the Senior Housing Officer be invited to address Members at the next meeting of the Policy, Finance and Performance Management Committee scheduled to be held on 2nd November 2016 to enable further information to be obtained.

104. **REVIEW OF PRAYERS PRIOR TO COUNCIL MEETINGS**

Further to Minute No. 79 (9) of the Council meeting held on 22nd August

2016, consideration was again given to the practice of holding a short prayer prior to the commencement of the monthly Council meeting.

Following further discussion, it was proposed by the Town Mayor and seconded by Councillor Bishop:-

That the practice of holding a short prayer prior to the commencement of the monthly Council meeting be discontinued.

Upon being put to the Meeting, FOUR Members voted IN FAVOUR of the Proposition, FIVE Members voted AGAINST and there were THREE ABSTENTIONS, whereupon the Proposition was declared NOT CARRIED.

A Proposition was then moved by Councillor Trite and seconded by Councillor Suttle:-

That the practice of inviting representatives of local Churches to hold a short, appropriate prayer prior to the commencement of the monthly Council meeting be continued – this policy to be reviewed in one year.

Upon being put to the Meeting, FIVE Members voted IN FAVOUR of the Proposition, THREE Members voted AGAINST and there were FOUR ABSTENTIONS, whereupon the Proposition was declared CARRIED.

105. **GRANTS AND DONATIONS 2016/17**

Consideration was given to a request received from the Swanage Area Dementia Friendly Community seeking a donation towards the cost of providing an ‘Admiral Nurse’.

During the ensuing discussion, Members acknowledged the sterling work undertaken by the Dementia Friendly Community and the benefits of providing an ‘Admiral Nurse’ for local residents.

It was proposed by Councillor Bonfield, seconded by Councillor Green, and RESOLVED UNANIMOUSLY:-

That, under the General Power of Competence, the sum of £2,500 be donated in the current financial year to the Swanage Area Dementia Friendly Community towards the cost of providing an ‘Admiral Nurse’, and that a further sum of £2,500 be donated in the 2017/18 financial year.

106. **GRAFFITI WALL**

Consideration was given to a request received from Barnado’s for permission to use the ‘Wall’ in the vicinity of the skate park to raise awareness of Child Sexual Exploitation.

Following a brief discussion, it was proposed by Councillor Finch, seconded by Councillor Morris, and RESOLVED UNANIMOUSLY:-

That permission be given for the use of the ‘Wall’ in the vicinity of the skate park to raise awareness of Child Sexual Exploitation.

107. **USE OF BEACH HUTS AS ‘POP UP SHOPS’**

Further to Minute No. 13 (d) of the Tourism Committee held on 4th November 2015, consideration was given to the use of beach huts on Shore Road as shops for the sale of local crafts during the winter months.

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

That delegated authority be given to the Town Clerk, in conjunction with Councillors Bonfield, Finch and Green, to progress the matter.

108. **DORSET ASSOCIATION OF PARISH AND TOWN COUNCILS (DAPTC)**

It was reported that the Annual General Meeting of the DAPTC was scheduled to be held on Saturday, 5th November 2016, and the Town Council was invited to submit any proposals that they wished to be considered at the meeting.

Members had no matters that they wished to raise at the meeting.

109. **CAR WASH – MAIN BEACH CAR PARK**

Consideration was given to a request received for permission to operate a car wash facility from Main Beach Car Park. It was noted that further enquiries regarding planning and environmental health would need to be made prior to final approval being given. It was also noted that an appropriate advertisement of such an opportunity would need to be made prior to any agreement being entered into.

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

That permission to operate a car wash facility in Main Beach Car Park be approved in principle.

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

Further to his declaration of interest under Minute No.94, Councillor Suttle left the Meeting during consideration of the following item.

110. **PROCUREMENT**

Public Toilet Cleaning Contract

The Clerk reported that the current public toilet cleaning contract would expire in April 2017, and explained the process to be followed for awarding a new contract in accordance with the full EU procurement process.

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

(a) Councillor Whitwam reported that during the past month he had attended meetings of 'Pub Watch' and the Purbeck Community Rail Partnership.

(b) Further to Minute No. 90 of the Council meeting held on 22nd August 2016, Councillor Bishop reported that the freehold of the Swanage Youth Centre premises had now been transferred from Dorset County Council to the Swanage & Purbeck Development Trust under a 'Tenancy at Will'. He reported that the re-opening of the Centre was moving ahead, and highlighted the need for additional support and volunteers to assist with the project.

112. **REPORTING OF DELEGATED MATTERS**

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

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

Items of Information

(a) Neighbourhood Planning Bill – Letter from Department for Communities and Local Government.

- (b) One 'Comments Slip' had been completed at the Council meeting held on 22nd August 2016 as follows:-
- A suggestion that forthcoming road works/road closures by Dorset County Council be advertised in the local press.

Matters for Forthcoming Agendas

- (a) Transport Committee:
- i) Installation of electric charging points.
 - ii) Traffic congestion on the A351.
- (b) Bandstand, Recreation Ground.
- (c) BDO - External Audit Letter.
- (d) 2017/18 Local Government Finance Settlement Technical Consultation Paper - Council Tax Referendum Principles for Town and Parish Councils.

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 22 and 23 (due to matters of commercial confidentiality).

114. **LEGAL ISSUES**

(a) **RNLI**

- i) In the absence of written information from the RNLI regarding a financial settlement for the use of Peveril Boat Park during construction of the lifeboathouse and related infrastructure, there were no matters to report on this issue at the present time.
- ii) A letter dated 31st August 2016 was submitted from Thornes (the Council's valuer) updating Members on rental negotiations in respect of the RNLI boathouse.
- iii) The Clerk reported on the deteriorating condition of the slipway and footpath in front of the fishermen's huts at Peveril Boat Park. During the ensuing discussion, Members acknowledged the need for the re-surfacing works, and it was proposed by the Town Mayor, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Town Council agreed to contribute to the RNLI the cost of re-surfacing works to the footpath in front of the fishermen's huts in the sum of £26,028.75 + VAT.

(b) **Beach Concession**

A letter dated 11th July 2016 was submitted from the beach concessionaire requesting that consideration be given to proposals for review of the licence terms and fees in respect of the beach concessions.

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

That delegated authority be given to the Town Clerk, in conjunction with Councillors Bonfield (Deputy Mayor), Green, and Finch (Chairman of the Tourism Committee) to consider the Council's response to the proposed amendments to the

licence terms and fees in respect of the beach concessions and to conclude negotiations.

115. **PROCUREMENT**

(a) **Beach Gardens**

i) **Installation of Artificial Playing Surface – Tennis Courts**

Further to Minute No. 262 of the Council meeting held on 4th May 2016, the Clerk updated Members on tenders received for the installation of artificial playing surfaces on tennis courts 1 and 2. Following discussion, it was proposed by Councillor Bonfield, seconded by Councillor Finch, and RESOLVED

UNANIMOUSLY:-

To accept the recommendation of Sporting Solutions Ltd to accept the tender of Dura Sport Ltd in the sum of £43,197.

It was FURTHER RESOLVED:-

That delegated authority be given to the Town Clerk and Operations Manager, in conjunction with Sporting Solutions Ltd, to conclude contract negotiations with Dura Sport Ltd.

ii) **Installation of Artificial Playing Surface – Bowling Green**

Further to Minute No. 262 of the Council meeting held on 4th May 2016, consideration was given to the next steps towards progression of the installation of an artificial playing surface on the bowling green.

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

To request that the Sports Facilities Working Party oversees work to establish how the installation of an artificial bowling green can best be funded, including meeting with the Bowling Club to explore options for external funding and the preparation of a business plan.

(b) **Town Hall**

The Clerk updated Members on matters relating to consideration of tenders for external decoration of the Town Hall.

It was AGREED:-

That the matter be deferred for consideration at the next meeting of the Council to be held on 31st October 2016.

(c) **War Memorial and Recreation Ground Works**

Consideration was given to an extension of the existing contract to include additional pathway repairs at the Recreation Ground.

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

That the contract be extended to include additional pathway repairs at the Recreation Ground at a cost of £4,747.05.

The meeting concluded at 9.20 p.m.