

Minutes of the **Zoom Meeting** of the
CAPITAL PROJECTS SUB-COMMITTEE
held **4.00 p.m.** on **WEDNESDAY 21st OCTOBER 2020**

Present: -

Councillor M. Bonfield - Chairman

Councillor A. Harris

Councillor C. Tomes

Also present:

Councillor C. Moreton

Councillor M. Whitwam

Martin Ayres – Town Clerk

Cara Johnston – Operations Administration Officer

Culvin Milmer – Visitor Services Manager

Gail Percival – Operations Manager

Alison Spencer – Finance Manager

1. Apologies

There were no apologies to report.

2. Declarations of Interest

No declarations of interest were made in respect of items on the agenda.

3. To approve, as a correct record the Minutes of the Meeting of the Capital Projects Sub-Committee held on 18th March 2020.

It was Proposed by Councillor Tomes, seconded by Councillor Harris, and
RESOLVED UNANIMOUSLY: -

That the Minutes of the Meeting of the Capital
Projects Sub-Committee held on 18th March 2020
be approved as a correct record.

4. To approve, as a correct record the notes of the Informal Meetings of the Capital Projects Sub-Committee held on 3rd June & 26th August 2020.

It was Proposed by Councillor Bonfield, seconded by Councillor Tomes, and
RESOLVED UNANIMOUSLY: -

That the Minutes of the Informal Meetings of the
Capital Projects Sub-Committee held on 3rd June
& 26th August 2020 be approved as a correct
record.

5. To receive an update from the Operations Manager regarding:

a) Ongoing projects:

- Boat Park/Fishermen's Huts – it was reported that the contractor will seek return in the next 2 weeks weather permitting and carry out works to install the bollards and repair the fenders on the new jetty. The Operations Manager also raised that it is more becoming more apparent that companies are having problems with workforce and materials availability as a result of Covid-19 and this was impacting on some scheduling. It was also reported that the settlement figure with Smith Foster has been approved. Discussions have been on-going to seek assurances on the work completed. Advice from an independent structural engineer has been received and has stated that the work

undertaken is adequate. The Chairman gave thanks to Council officers for pursuing this matter. It was also reported that one of the anchor bolts installed on the new slipway has unfortunately, pulled part way out of the ground. Following the incident, the Operations Department have written to the fishermen advising them not to use these anchor bolts until new fixings have been installed.

- Recreation Ground/Days Park play area refurbishment - the contract has been awarded to Sutcliffe Play (South West) Ltd. A site meeting with this new contractor is scheduled for 26th October to discuss the set up. Works to the Recreation Ground are planned to commence on the 9th November with completion by the 18th December. Day's Park works to commence on the 11th January 2021 with completion expected on the 29th January. These timings will avoid any temporary site security over the Christmas period. It was agreed for the play boat to be painted with the year 2020 on its side. It was noted that an area in Mermond car park will be used by the contractor as a welfare compound.
- Bandstand – The Friends of Swanage Bandstand will submit their designs for benches for agreement by the Operations Manager. The Friends group have agreed to pay for the replacement coping stones and the quality of the installation of these will be monitored by Dorset Council Assets and Property. It was reported that Lost Art returned to complete the snagging on the bandstand paintwork. It is hoped that the recent jetting of the drains has solved the flooding problems that had occurred after heavy rainfall.
- Stone Quay/Parade Railings – The Stone Quay and Parade wall works to fill the internal voids have been completed successfully. The question was raised whether the wave restrictions proposed on the parade would affect the railings, but it was advised that there would still need to be railings and that we were currently awaiting a quotation for repair and repainting of these. It was confirmed that the new wall and railings to be installed as part of the sea defences would be the same height as the existing railings.
- Museum/Heritage Public Conveniences feasibility study – Dorset Property have advised that the feasibility study will be available in the next couple of weeks.

b) Programme of works 2020/21

- Downs/Seymer Road Wall Reconstruction – works will start on the 2nd November and it will be a 13-week programme. Temporary traffic lights will be installed while the work is carried out. An on-site meeting with Sustainable Swanage has been arranged to agree the best location for spoil that will be removed as a result of these works. The question was raised whether new trees would be planted, and it was agreed that once the works had been completed new trees would be planted. New trees will be discussed as an agenda item at the General Operations meeting on the 11th November.
- Peveril Point Road Stabilisation Scheme – works have been put on hold currently however it was agreed for Council officers to assess how best to progress this matter.
- Car Park resurfacing De Moulham back roads – a draft timetable and quality specification have been produced and it remains hopeful that works will be completed within this financial year. A tender will be displayed on the government Contracts Finder in the next few weeks.

c) Programme for works 2021/22

- Cow Lane/Panorama Road – an on-site meeting at Cow Lane took place with a Project Engineer from Dorset Council and their initial views are that it is

feasible for Cow Lane to be adopted. Contact will need to be made with Wessex Water to establish if the drains are adopted. Also, three core samples will need to be taken to confirm that the road is adoptable. Once this has been completed the price for adoption will need to be assessed. The Project Engineer also provided some reassurance regarding traffic calming works that could be suitable for the location should adoption of the road not be feasible. It is likely, costs to adopt Panorama Road would be extremely high however an additional core sample is being sought and again, contact with Wessex Water has been made to establish drainage responsibility. Both roads will be progressed together.

- Northbrook Cemetery wall – a report has been received regarding the condition of the wall and the Operations Manager will be arranging a specification for remedial works where the wall has collapsed. The likely cost of these works will influence how this will be procured.
- Days Park/Northbrook Road footpath improvements - it was reported that the Operations Manager met with the electrical contractor and discussed the installation of lighting so it is more secure for children and parents walking to and from school. It was suggested that a sturdy bollard style row of waist-height lights may be the most appropriate design. It was noted that the digging of trenches along the pathway from Days Park to Ulwell Road could be carried out by the Town Council Operations team in order to reduce costs.
- World War II fortification – it has been established that the concrete bunker at Peveril Point is badly corroded and there has been some instances of falling debris. For health and safety reasons, barriers have been put in place around the bunker to prevent entry from members of the public. A concrete specialist has recently assessed the building and produced a report, the report states that the concrete is contaminated with salt. The estimate for repairs is circa £45,000. Enquiries have been made with Dorset Council to establish if there are any grants or funding opportunities available. It is part of a heritage area but is not a listed building. The question was raised how long the building would last following completion of these works. The Operations Manager agreed to establish this. It was reported that the bunker will always continue to deteriorate due to the salt substance in its structure. Another question was raised with regard to cliff subsidence in that location. The Operations Manager agreed to obtain a demolition estimate also.
- Beach Gardens Pavilion - a condition report has been completed which includes maintenance costs for the next 25 years. The cost of repairs total circa £45,000 minus £5,000 for works which the Town Council Operations Department can complete for years 1-5. For years 6-25 the total costs of repairs are estimated at circa 600k. A programme of works will be compiled. A question was raised about whether there is any ground rent received from the tennis or bowls club. Both clubs pay a sinking fund and the bowls club have the lease with a peppercorn rent. It was suggested that a working party meeting is organised for negotiating the possibility of both clubs obtaining grants.
- Station Approach – it was reported that at a recent meeting on site all groups with an interest in the area attended except for the Co-op. The Dorset Highways representative in attendance referred to a Dorset Highways consultant that deals with road designs and a copy of the previous traffic risk assessment for the location has been forwarded to them. It was noted that the first step is to establish if the co-op are willing to engage in resolving the risks in the location and the Town Clerk agreed to contact them. It was reiterated that the solution would be for the Co-op to change their exit route from the car park.

- Godlingston Cemetery Extension - amendments to the proposed plan have been made and the consultants are now at Stage 2 of planning which covers drainage and more detailed plans. It was reported that the plans will be taken to the next General Operations Committee and works are likely to be undertaken in the next financial year.
- King George's Play Area – it was reported that there is money set aside in the budget for King George's play area for the next financial year. A question was raised whether it will just be the play area or the whole of King George's field and if a running or walking path installed. It was agreed that this matter is referred to the Sports and Leisure Working Party to look at a scheme for all areas in that location. Assistance could be requested from the Regeneration Manager at Dorset Council.
- Renewable energy – a sum has been added to the budgets for this in the next financial year.
- Public Conveniences – it was reported that a condition survey could be undertaken for all public conveniences to enable better planning for the future maintenance. This could include especially asbestos investigations.
- Tennis Court proposal – Councillors are willing to consider their request for a contribution of £6,000 for an upgrade to the tennis courts as part of budget setting and will refer this to the General Operations Committee.

6. Spa/Seafront Stabilisation Part 2 – update following tender process undertaken in September/October 2020

The stabilisation scheme went to tender on Contracts Finder and twenty companies applied. SW Geotechnical are the company appointed with their quote for £32,925 and have been given the go-ahead. SW Geotechnical will implement the monitoring for ground works. Works will commence in November with an initial site meeting due to take place in the next few weeks.

7. Items of Information and Matters for Forthcoming Agendas.

- a) Shore Road hardstanding – as previously discussed a seafront plan will incorporate this area. It is likely such a plan will require outside support. The precise extent of the plan will also need to be established. The Visitor Services Manager agreed to refer to BCP Council for ideas.
- b) Community Infrastructure Levy Funds – the question was raised how much funds are available. It was reported by the Finance Manager that there is a total of £230,000 funds available to spend with a 5-year time limit. Station Approach and Parade Railings were spent with the levy funds and are CILF. It was reported that £100,000 has been allocated for Institute Road.

8. Date of next meeting

To be arranged.

The Meeting concluded at 5.45 p.m.
