

Minutes of the Meeting of the **GENERAL OPERATIONS COMMITTEE** held at the Town Hall on **Wednesday 20th November 2013** at **7.00 p.m.**

Chairman: -

Councillor M Bonfield

Swanage Town Council

Present: -

Councillor Mrs C Bartlett

Swanage Town Council

Councillor I Brown

Swanage Town Council

Councillor Mrs G Marsh

Swanage Town Council

Councillor S Poultney

Swanage Town Council

Councillor M Pratt

Swanage Town Council

Councillor W Trite

Swanage Town Council

Councillor M Whitwam

Swanage Town Council

Also present: -

Dr M Ayres

Town Clerk

Mr G Brookes

Operations Manager

Mrs C Anstey

Administrative Assistant

Mr A Bennett

Prospect Allotment Association
(Until 7.20 p.m.)

Public Participation Time

There was one member of the public present.

1. Apologies

Apologies for their inability to attend the Meeting were received from Councillors Miss Harris and Mrs Patrick, Mr A Lander (Swanage Fisherman's Association) and Mr M Green (James Smith Funeral Directors).

2. 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.

3. Matters Arising from the Minutes of the Meeting of the General Operations Committee held on 3rd July 2013

There were no matters arising.

4. Allotment Matters

a) Use of Seaweed at Prospect Allotments

Further to a request from Prospect Allotments Association for the Council to deliver seaweed to Prospect Allotments, consideration was given to the practise of the use of seaweed at the allotments. It was reported that in previous years seaweed had been delivered to the allotments, but due to a number of complaints from local residents regarding the stench of rotting seaweed the deliveries had been discontinued. Following a brief discussion it was proposed by the Chairman, seconded by Councillor Poultney and **RESOLVED UNANIMOUSLY** That the Town Council would be unable to sanction the delivery of seaweed to

Prospect Allotments, but would have no objection to plot holders liaising with the council's contractor to deliver seaweed to individual plots to be dug in during the winter months and for the matter to be reviewed at the General Operations Committee Meeting due to be held on 19th March 2014.

Mr A Bennett left the meeting at 7.20 p.m.

5. Budget Setting 2014/15

a) Capital Programme Monitoring and Plans for 2014/15

In line with the agreed capital programme for 2013/14, it was noted that a quote had now been received for the snowplough accessory for the multi-functional vehicle and would be put on order in preparation for the winter months.

It was reported that the quote to re-surface North Beach car park had now come in at £42,000, £12,000 over the estimated budget.

b) Review of Operations Budgets and Scale of Charges 2014/15

Members reviewed the existing Operations Budget and had no matters to raise in advance of budget setting for 2014/15.

It was agreed that the following scale of charges would be discussed further at the Finance & Performance Management Committee Meeting on 9th December 2013, during the budget setting for the 2014/15 financial year.

It was proposed by the Chairman, seconded by Councillor Poultney and **RESOLVED UNANIMOUSLY:**

That the following draft scale of charges be taken forward and considered further during the budget setting for 2014/15.

	Proposed Fees 2014/15 (including VAT @ 20%) £/p
5. <u>ALLOTMENTS</u>	
Prospect (per rod)	6.40
6. <u>PEVERIL POINT</u>	
Angling Club (Lease expires 30/04/2023)	
Angling Club Hut and Land	450.00
Foreshore - Dinghy Storage (Angling Club)	215.00
Dug-Out Storage Area, Rear of Waterside (per week)	8.60
Rent of Hut Site (East of Lifeboat House)	205.00
Fishermen's Huts	390.00
Boathouse Sites x 2 (West of Lifeboat House)	235.00
7. <u>STONE QUAY & MONKEY BEACH</u>	
Monkey Beach Boat Rings (Private)	82.50
Pleasure Boats (exceeding 30 passengers)	720.00
(not exceeding 30 passengers)	640.00

(not exceeding 12 passengers)	215.00
Boat operation from Pontoon	230.00
Motor Boats (not exceeding 15 feet)	150.00
Hut on Quay	130.00
8. <u>TOWN HALL LETTINGS</u>	
Council Chamber	
Public Meetings and Lectures (per session)	42.50
Property Auctions	140.00
Civil Marriage/Partnership Ceremonies	115.00
Committee Room	26.00
* Regatta Committee, Swanage Museum, Town Band, Red Cross, Royal British Legion, Swanage In Bloom Town Partnership, Pier Trust, South Purbeck Task Group, Radio Link Shop Watch, PACT and Education Swanage	No Charge
9. <u>KING GEORGE V FIELD</u>	
Caravan Club Rallies (Daily per Unit)	21.00
Football Pitch & Changing Facilities (Youth Teams)	25.00 6.00
10. <u>FORRES SPORTS FIELD</u>	
Football Pitch & Changing Facilities (Youth Teams)	25.00 6.00
11. <u>DAY'S PARK</u>	
Football Club (Lease expires 31/03/2008)	5.00
12. <u>LOWER GRAMMAR SCHOOL SPORTS FIELD</u>	
Football Pitch (N.B. No Changing Facilities) Allnatt Centre (Pending discussions regarding school usage)	12.50 2500.00
13. <u>JOURNEY'S END</u>	
Football Pitches Youth Teams	12.00 6.00
Isle of Purbeck Arts Club (Lease expires 31/03/2002) New agreement pending	150.00
14. <u>SUNDRY</u>	
Punch & Judy Concession	500.00
Wessex Telescopes Sites (x4)	230.00
15. <u>GODLINGSTON CEMETERY</u>	
Garden of Rest	
Cremation Plot for burial of cremated remains in casket or urn.	
(i) Interment Fees - for burial of casket or urn in plot 2' x 2':	
(a) first interment	145.00
(b) for each additional interment (to 4 interments)	145.00
(c) for interments on Saturdays, Sundays and Public Holidays	155.00
(ii) Exclusive Rights - for grant of right of burial for a period of one hundred years (each space in this section)	290.00
(iii) Memorials	160.00
(iv) Transfer of Rights	47.00

(v) Fee for persons not resident in the parish. As above x 2

Earthen Graves

- (i) Interment Fees - for body of
 - (a) child whose age at time of death did not exceed THREE years in a grave not exceeding in depth: 7 feet (2 interment) 70.00
 - (b) person whose age at time of death exceeded THREE years in a grave not exceeding in depth: 7 feet (2 interments) 325.00
Casket-type coffin 465.00
 - (c) for interments on Saturdays Sundays and Public Holidays 360.00
 - (d) scattering of ashes beneath turf/headstone of existing grave 85.00
 - (e) scattering of ashes on existing grave/ garden of remembrance 27.00

Note

Where the bodies of a still-born and/or other person are buried in the same grave at the same time the fees shall be related to the first interment.

- (ii) Exclusive Rights - for the grant of right of burial for a period of one hundred years each space in:
 - Section A 465.00
 - Section B 380.00
 - Children's Section 70.00
- (iii) Transfer of Rights 47.00
- (iv) Fee for persons not resident in the parish. As above x 2

Brick Graves or Vaults

- (i) Right to construct (including grant of right.of burial therein for a period of one hundred years) on each space:
 - Section A 2500.00
 - Section B 2200.00
- (ii) First Interment 1550.00
- (iii) Re-opening 1550.00
- (iv) For interment Saturdays Sundays and Public Holidays 760.00
- (v) Fee for persons not resident in the parish. As above x 2

Monuments, Gravestones & Inscriptions

- (i) Headstone, Cross or other Memorial 160.00
when erected not exceeding 3ft, in height
- (ii) Monument not exceeding 6' in height 500.00
covering the whole grave space
7' x 3' when erected
- (iii) Footstone not exceeding 2'6" x 2'6" x 6" 160.00
- (iv) Flatstone not exceeding 7' x 3'x 6" 270.00
- (v) Vase not exceeding 12" in height 42.00
- (vi) Any other memorial not referred to above By Agreement
- (vii) Each additional inscription after 32.00
the first in respect of each person
- (viii) Fee for persons not resident in the parish. As above x 2

GODLINGSTON MEADOWLAND BURIAL

Exclusive Rights - for the grant of right of burial for a period of one hundred years	385.00
Transfer of Rights	47.00
(i) Interment Fees - for body of	
(a) child whose age at time of death did not exceed THREE years in a grave not exceeding in depth: 7 feet (2 interment)	100.00
(b) person whose age at time of death exceeded THREE years in a grave not exceeding in depth: 7 feet (2 interments)	345.00
Casket-type coffin	485.00
(c) for interments on Saturdays Sundays and Public Holidays	380.00
(ii) Interment Fees - for burial of casket or urn	
(a) first interment	165.00
(b) for interments on Saturdays, Sundays and Public Holidays	175.00
(c) scattering of ashes beneath turf of existing grave	105.00
(d) scattering of ashes on existing grave/ garden of remembrance	27.00
(iii) Fee for persons not resident in the parish.	As above x 2
Memorial Tree Plaque	150.00
Cemetery services will not be available for the period 24th December to 2nd January	
Hire of Cemetery Chapel	No Charge

It was further RESOLVED:

That the Meadowland Burial Ground charge for the interment of a child whose age did not exceed 3 years at the time of death be reduced to £90.

6. Spa Bungalows – Plans for 2014 Summer Season

Attention was drawn to the poor condition of the 35 beach huts at the Spa. It was reported that a number of beach huts that were in good condition would be removed from Shore Road during the seafront stabilisation works and it was suggested that these could be utilised at the Spa site. It was noted that not all the huts could be replaced. It was proposed by Councillor Mrs Bartlett, seconded by Councillor Mrs Marsh and RESOLVED UNANIMOUSLY:

That 8 of the Spa Bungalows be removed and the remaining 27 be refurbished utilising redundant beach huts from Shore Road.

7. Operations Manager's Report

The Operations Manager gave a brief report on the following:

- a) **Dog Fouling – Northbrook/Godlingston Cemetery and King Georges/ Queen Elizabeth's Playing Fields**

Concern was expressed at the amount of dog fouling in the Town Council's cemeteries and public spaces. It was reported that despite signage and additional patrols by the Town Council's enforcement officers the situation was an environmental hazard.

It was proposed by the Chairman, seconded by Councillor Pratt and RESOLVED UNANIMOUSLY:

That the possibility of introducing a dog ban in the Town Council cemeteries be investigated.

It was further proposed by the Chairman, seconded by Councillor Mrs Marsh and RESOLVED UNANIMOUSLY:

That the Town Council publicise the current anti-social behaviour of a minority of dog owners and state that unless dog owners become responsible for their pets, consideration would be given to a total ban on dogs in Town Council owned public open spaces.

b) Godlingston Cemetery – Future Plans

Attention was drawn to the matter of future grave space in Godlingston Cemetery. It was noted that sufficient time would need to be allowed for planning and preparation of reports and proposals to extend the cemetery. It was proposed by Councillor Poultney, seconded by Councillor Brown and RESOLVED UNANIMOUSLY:

That proposed plans are drawn up for the future extension of Godlingston Cemetery.

8. Town Council Depot – Potential Relocation

Further to minute 9) of the Policy & Planning meeting held 18th November 2013, there were no additional matters to consider regarding the possible relocation of the Town Council Depot at the present time.

9. Items of Information and Matters for Forthcoming Agendas

a) Further to a request for an inscription on the reverse of a memorial in Godlingston Cemetery and in line with agreed delegation arrangements, it was agreed not to allow any variation in the options currently available for memorials.

b) It was reported that representatives of the Town Council had attended an enjoyable and interesting presentation on potential improvements to public open spaces by pupils of The Swanage School.

8. Date of Next Meeting

The next meeting was scheduled for 7.00 p.m. on Wednesday 19th March 2014.

The Meeting closed at 8.10 p.m.