

Minutes of the Special Meeting of the Swanage Town Council held to discuss **POLICY AND PLANNING** matters at the Town Hall, Swanage on **MONDAY, 19th NOVEMBER 2012** at 7.00 p.m.

PRESENT:-

Councillor W.S. Trite (Town Mayor) – Chairman

Councillor Mrs. G.A. Marsh

Councillor Mrs. A. Patrick

Councillor S. Poultney

Councillor M. Whitwam

There were no members of the public present at the Meeting.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Mrs. Bartlett, Bonfield, Brown, Miss Harris, Pratt, Suttle and Wiggins.

2. **DECLARATIONS OF INTERESTS**

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.

Agenda Item No. 3 – Councillor Poultney declared a prejudicial interest under the Code of Conduct in Planning Application No. 6/2012/0723 by reason of the applicant being a neighbour and former employee.

3. **PLANS**

Under the Code of Conduct, Members declared a formal interest in the capacity of Corporate Trustee of the De Moulham Estate in an application relating to the Trust.

Councillor Mrs. Marsh did not vote on, or propose, or second any of the motions on the following planning applications, by reason of being a Member of the Purbeck District Council's Planning Board.

Non- Delegated Applications

6/2012/0707 **Raglan Housing Association Ltd.**

Change of use and works to convert ground floor to one bedroom flat.
335 High Street, Swanage.

OBSERVATION: No objection.

Delegated Applications

6/2012/0670 **Mr & Mrs R Lovett**

Erect two storey side extension to form two units of holiday accommodation. Erect rear extension to existing dwelling.
102 Victoria Avenue, Swanage.

OBSERVATION: No objection, subject to no substantial overlooking of neighbouring properties. Some concern was expressed regarding the bulk and scale of the proposed side extension.

- 6/2012/0674 **Mr J Larter & Mr & Mrs G Holdham**
 Change of use from staff accommodation to residential dwelling;
 remove existing link between hotel and staff accommodation; insert
 new windows to front and rear elevations; replace windows with new
 escape windows; install new rooflight and replace existing doors with
 fire doors.
 Purbeck Hotel, 19 High Street, Swanage.
OBSERVATION: No objection.
- 6/2012/0675 **Mr J Larter & Mr & Mrs G Holdham**
LISTED Remove existing link between hotel and staff accommodation; insert
 new windows to front and rear elevations; replace windows with new
 escape windows; install new rooflight and replace existing doors with
 fire doors and make internal alterations to create residential dwelling.
 Purbeck Hotel, 19 High Street, Swanage.
OBSERVATION: No objection.
- 6/2012/0676 **Mr & Mrs Joseph**
 Erect detached dwelling and rebuild boundary wall.
 Land rear of 128 – 132 High Street, Swanage.
OBSERVATION: No objection.
- 6/2012/0678 **Mr M Hobson**
 Sever land and erect detached house; form vehicular access to Bon
 Accord Road.
 32 Queens Road, Swanage.
OBSERVATION: Recommend refusal. Consider that the proposal to
 create an additional plot and therefore intensify density would
 detrimentally alter the character of the area, as set out in the Low
 Density Residential section of the Swanage Townscape Character
 Appraisal.
- 6/2012/0691 **Mr I Soulsby**
LISTED Internal alterations; reposition kitchen, install ground floor shower
 room and w.c. Reconfigure partitioning on upper floors, including
 remove modern staircase. Intall en-suite accommodation.
 Newton Manor House, 170 High Street, Swanage.
OBSERVATION: No objection.
- 6/2012/0702 **Mrs R Mumford**
 Change of use of ground floor from Use Class A1 (Shops) to Use Class
 A3 (Restaurants and Cafes), install kitchen extractor unit and replace
 plastic roof and supports to inner courtyard. Replace porches with
 wooden lean-to and erect walkway fencing for first floor flats 10A and
 12A.
 10-12 Kings Road East, Swanage.
OBSERVATION: No objection.
- 6/2012/0703 **Mr K Prince**
 Removal of Condition 2 of PP 6/1978/0749 (Convert hotel to five
 residential flats) to allow use as a holiday flat.
 Swiss House, Flat 2, 56 Park Road, Swanage.
OBSERVATION: No objection.

6/2012/0704 **Mr & Mrs Seal**

Erect front, rear and side extensions.
2 Boundary Close, Swanage.

OBSERVATION: No objection.

6/2012/0708 **Mr Wood**

Variation of condition 2 of PP 6/2011/0692 (Erect rooftop extension to flats 1, 2 and 3 to form additional living accommodation with roof terrace and make alterations to windows on east elevation at first floor level) to allow a 0.8m by 2.5m extension to north east corner of the building to be retained.

Ocean Bay, 2 Ulwell Road, Swanage.

OBSERVATION: The Town Council did not wish to comment on this application, given the large number of previous applications in respect of this site.

6/2012/0711 **Mr & Mrs Bolton**

Erect single storey side extension and insert two new dormers at sides (Revised scheme to PP 6/2012/0052).

133 Kings Road West, Swanage.

OBSERVATION: No objection.

Further to his declaration of interest under Minute No. 2, Councillor Poultney left the Meeting prior to consideration of the following item.

6/2012/0723 **Mr M Woodward**

Divide existing house into two self contained units; form new vehicular access.

1 Findlay Place, Swanage.

OBSERVATION: Recommend refusal. Consider the sub-division of properties and consequent intensification of development to be out of keeping with the suburban character of the area, as described in the mixed Pre and Post War Housing section of the Swanage Townscape Character Appraisal.

6/2012/0727 **Ms J Walker**

Form timber balcony with stairs at rear. Make alterations to windows and doors.

243 High Street, Swanage.

OBSERVATION: No objection.

6/2012/0729 **Mr K & Mrs L Boucher**

Demolish existing rear conservatory and erect new rear conservatory.

36 Queens Road, Swanage.

OBSERVATION: No objection.

Items for Information Only

6/2012/0671 **Mr Larrard**

Proposed non material amendment to PP 6/2012/0270 (Erect rear conservatory) to replace glass roof and walls to traditional tiles on roof and Purbeck stone/windows to walls.

19 Russell Avenue, Swanage.

6/2012/0645 **Mr M Anderson**

Erect single storey front extension and porch.
9 Vivian Park, Swanage.

OBSERVATION: No comment, pending possible future discussions by the Town Council as the corporate trustee of the De Moulham Estate Trust.

6/2012/0712 **Mr J Wright**

Proposed non-material amendment to PP 6/2012/0285 (Demolish existing building and erect block of eight flats. Layout car parking and modify vehicular access.) to remove one chimney.

16 Gilbert Road, Swanage.

OBSERVATION: No comment, pending possible future discussions by the Town Council as the corporate trustee of the De Moulham Estate Trust.

4. **BUDGET MONITORING**

(a) **Statement of Cash Balance**

A Statement of Cash Balance as at 31st October 2012 was submitted for information (a copy attached at end of these Minutes).

5. **PAYMENT OF ACCOUNTS**

Proposed by Councillor Poultney, seconded by Councillor Mrs. Marsh, and
RESOLVED:-

That the accounts specified in the Orders on Treasurer Nos. 8 and 8a, amounting to £111,468.28 and £96,317.27 respectively be paid, and that cheques be drawn therefor.

6. **SEMI-ANNUAL TREASURY REPORT**

The Semi-Annual Treasury Report 2012/13, detailing the Council's treasury activity to 30th September 2012, was submitted for information, and the position was noted.

The Town Clerk then updated those present on a meeting held earlier in the day with Mr. Andrew Larkin from Arlingclose (the Council's Treasury Management Advisers). It was reported that an investment of £1,500,000 with HSBC would mature on 22nd November 2012, and consideration was given to re-investment of the funds in accordance with the Council's Financial Strategy.

It was agreed that the sum of £250,000 be deposited with the Elite Charteris Premium Income Fund and that a further investment of £500,000 be made with CCLA Property Fund (LAMIT). Enquiries were also to be made regarding term deposits with banking institutions with the approved credit ratings.

7. **EVENTS 2013**

Details of applications for new events to be held in 2013 were submitted for information.

It was proposed by the Town Mayor, seconded by Councillor Mrs. Patrick, and
RESOLVED:-

That Members be invited to submit their comments on the applications to the Town Clerk, and that delegated authority to act in the matter be given to the Town Mayor, Deputy Mayor and Councillor Brown (Chairman of the Tourism Committee).

Arising from Minute No. 86 of the Council meeting held on 5th November 2012, it was reported that the Regatta and Carnival Association had agreed to apply for the road closure on New Year's Eve in respect of the Lower High Street, and that the Swanage Town & Herston Football Club had offered to undertake the erection of appropriate barriers.

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

That the Town Council make a donation under Section 137 of the Local Government Act 1972 of approximately £400 for the road closure application and appropriate insurance cover.

The Town Mayor wished to record his appreciation of the sterling work undertaken by Councillor Wiggins in respect of the New Year's Eve celebrations.

8. **SEAFRONT STABILISATION SCHEME**

Further to Minute No. 10 of the Policy and Planning meeting held on 17th September 2012, it was reported that Morgan Carey (Architects) had been appointed to provide a design statement and submit planning applications for the necessary works to stabilise the Recreation Ground and the Downs.

A Briefing Note detailing estimated costs for Stage 1 – Feasibility Outline/Sketch proposals and Consultations RIBA Works Stages A-B, and Stage 2 – Planning Application (including Conservation Area consent to demolish) RIBA Works Stages C-D, was submitted for information.

It was proposed by Councillor Mrs. Marsh, seconded by Councillor Miss Harris, and RESOLVED UNANIMOUSLY:-

To approve expenditure of up to £22,000 for Stages 1 and 2 of the Scheme, as outlined above.

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

Items of Information

- (a) **Superfast Broadband** – There were no additional matters to report at the present time.
- (b) **Christmas Market and Switching On of the Christmas Lights** – Saturday 1st December 2012.
- (c) **Bandstand, Recreation Ground** – It was reported that renovation works at the Bandstand had revealed that the structure was unsafe and that the renovation works should be discontinued.
- (d) **Free School** – Education Swanage had applied to Dorset County Council for the Free School to be co-located with St. Mark's CE First School on the Swanage Middle School site.
- (e) **James Day Care Centre** – Official Opening of the James Day Care Centre to be held on Friday, 9th November 2012.

10. **EXCLUSION OF PRESS AND PUBLIC**

Proposed by the Town Mayor, seconded by Councillor Mrs. Patrick, and RESOLVED UNANIMOUSLY:-

That, under Standing Orders Nos. 67 and 68, by reason of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following matters.

11. **REPAIRS TO SPA WALL**

Further to her declaration of interest under Minute No. 2, Councillor Mrs. Patrick left the Meeting during consideration of the following item.

It was reported that as a result of earth slippage and pressures generated by loose soil and water retention, the retaining wall structure along Shore Road (on the eastern boundary of the Spa site) was in need of urgent remedial works.

Following a site inspection by the Council's structural engineer, estimates for the remedial works had been obtained, and these were submitted for consideration.

It was proposed by Councillor Brown, seconded by Councillor Mrs. Marsh, and **RESOLVED UNANIMOUSLY:-**

That expenditure up to £15,000 be approved, and that an estimate in the sum of £14,877 be accepted for the urgent remedial works to the Spa wall.

12. **BANDSTAND, RECREATION GROUND**

Further to her declaration of interest under Minute No. 2, Councillor Mrs. Patrick left the Meeting during consideration of the following item.

Councillor Mrs. Marsh declared a non-pecuniary interest under the Code of Conduct by reason of being a member of the Purbeck District Council's Planning Board and left the Meeting during the debate.

A Report was submitted detailing the renovation works undertaken to date at the Bandstand, and the future options for the site, bearing in mind the recent revelation that the structure was unsafe and that no further renovation works should be undertaken.

Attention was also drawn to a letter submitted from the Design and Conservation Officer of Purbeck District Council stating that the Bandstand was considered to be an important feature in this conservation area and that consent might be required before any permanent demolition work could be undertaken. A letter had also been received from the Swanage Town Band acknowledging the use of the Bandstand and offering to support any project that would help to secure its future.

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

- i) To terminate the renovation contract and to contribute the sum of £2,000 towards additional costs incurred by the contractor.
- ii) To pursue Option 4 – the removal of the roof structure leaving the cast iron outer railings, at an estimated cost of £3,000. (This would leave a feature in place until options for a new structure had been researched and additional funding identified).

It was **FURTHER RESOLVED:-**

That a Press Release be issued regarding the condition of the Bandstand, and options that were being explored regarding its future.

13. **STAFFING MATTERS**

Further to Minute No. 3 of the Personnel Committee held on 17th August 2012, the Town Clerk updated those present on matters relating to the conclusion of the 2008 Job Evaluation exercise and changes to Contracts of Employment.

It was proposed by the Town Mayor, seconded by Councillor Mrs. Patrick, and **RESOLVED UNANIMOUSLY:-**

To approve the contractual changes as detailed in the Briefing Note dated October 2012, and to instruct the Town Clerk to issue the appropriate documentation and make the agreed payments.

It was FURTHER RESOLVED:-

That delegated authority be given to the Town Clerk to agree any final contractual amendments in respect of any related matters raised in the concluding stages of negotiations, such matters to be referred to the Mayor and Deputy Mayor where they are deemed significant.

14. **LEGAL ISSUES**

(a) **Swanage Bay View Holiday Park**

There were no further matters to report in respect of commission claims on caravan sales at the Swanage Bay View Holiday Park at the present time.

(b) **Quarry Close**

There were no further matters to report in respect of access to the new development on the former garage site at Quarry Close at the present time.

15. **SCHOOLS REVIEW AND FREE SCHOOL**

Members were updated on matters relating to the schools review, the provision of a Free School and sporting facilities in Swanage.

The meeting concluded at 8.50 p.m.
