

## Agenda Item 5 a)

### SWANAGE TOWN COUNCIL

#### Statement of Cash Balance as at 31st January 2023

	£ p	£ p
Balance in Hand at 01/04/2022		£534,426.84 Cr
As per reconciliation dated 31/12/2022	£3,085,639.51 Cr	
Income during January	£119,769.32 Cr	
Movement of Cash-Investment	£2,470.08 Cr	
Add - Outstanding receipts- December	£0.00 Cr	
Less - Outstanding receipts - January	<u>£1,251.18 Dr</u>	£3,206,627.73 Cr
Less payments made:		
As per Reconciliation dated 31/12/2022	£3,106,549.51 Dr	
Schedule 10 payments dated 31/01/2023	£161,338.00 Dr	
Movement of Cash-Investment	<u>£0.00 Dr</u>	£3,267,887.51 Dr
		<u><u>£473,167.06 Cr</u></u>
Balance at Bank		
Current Account		£20,241.20 Cr
Deposit Account		<u>£452,925.86 Cr</u>
		<u><u>£473,167.06 Cr</u></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
Santander CD		£450,043.99
UK Government- Gilts		<u>£493,475.35</u>
		<u><u>£1,693,519.34</u></u>

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 31st January 2023

Prepared by Alison Spencer

Dated: 7th February 2023

Certified by Martin Ayres

Dated: 7th February 2023

## Agenda Item 5 b)

### SWANAGE TOWN COUNCIL

#### Statement of Cash Balance as at 28th February 2023

	£ p	£ p
Balance in Hand at 01/04/2022		£534,426.84 Cr
As per reconciliation dated 31/01/2023	£3,206,627.73 Cr	
Income during February	£91,737.40 Cr	
Movement of Cash-Investment	£0.00 Cr	
Add - Outstanding receipts- January	£1,251.18 Cr	
Less - Outstanding receipts - February	<u>£2,768.54 Dr</u>	£3,296,847.77 Cr
Less payments made:		
As per Reconciliation dated 31/01/2023	£3,267,887.51 Dr	
Schedule 11 payments dated 28/02/2023	£178,353.67 Dr	
Movement of Cash-Investment	<u>£0.00 Dr</u>	£3,446,241.18 Dr
		<u><u>£385,033.43 Cr</u></u>
Balance at Bank		
Current Account		£41,868.79 Cr
Deposit Account		<u>£343,164.64 Cr</u>
		<u><u>£385,033.43 Cr</u></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£250,000.00
Aberdeen Standard (MMF)		£500,000.00
Santander CD		£450,043.99
UK Government- Gilts		<u>£493,475.35</u>
		<u><u>£1,693,519.34</u></u>

I confirm that to the best of my knowledge and belief this is a true and accurate Statement of the Town Council's Cash Balance as at 28th February 2023

Prepared by Alison Spencer

Dated: 3rd March 2023

Certified by Martin Ayres

Dated: 3rd March 2023

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March, 2023**

**Payment schedule reported to Council - 13th March 2023**

**Schedule 10:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's

**ONE HUNDRED AND SIXTY ONE THOUSAND, THREE HUNDRED  
AND THIRTY EIGHT POUNDS**

.....(£161,338.00).....

## Swanage Town Council Schedule of Payments - Month 10

### Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details	Payment Total
10/01/2023	Barclaycard Merchant Services	001884331222	31/12/2022	Monthly charge-fee	65.00
03/01/2023	Dorset Council: Revenues & Ben	840014144	01/04/2022	Rates - 2022/23	15,764.00
16/01/2023	First Data	520334510615636	01/01/2023	Dec charge	82.45
20/01/2023	Green Energy (UK) Ltd	52402760	05/01/2023	Gas Dec- Depot	304.33
20/01/2023		52402790	05/01/2023	Gas Dec- TH office	1,110.25
20/01/2023		52402787	05/01/2023	Gas Dec- TIC	354.36
20/01/2023		52402788	05/01/2023	Gas Dec- TH	618.72
16/01/2023	Lloyds Bank PLC	387950324	13/12/2022	Monthly charge	175.94
27/01/2023		388503112	09/01/2023	Monthly charge	80.40
10/01/2023	Paytek Admin Services Ltd (First)	MI/36353664/03	01/01/2023	Sevice charge	72.00
10/01/2023		MI/3632904/03	01/01/2023	Service Charge	128.35
31/01/2023	Pitney Bowes Finance Ltd	BL06420582	03/01/2023	Quarterly Rental	135.72
27/01/2023		BJ680922	14/01/2023	Meter reset	208.00
16/01/2023	Sage (UK) Ltd	INV16045817	01/01/2023	Month 10- charge	513.30
03/01/2023	water2business	3061778245	02/12/2022	Water-Heritage Toilets	512.76
03/01/2023		3061777562	02/12/2022	Water-Allotments	105.13
03/01/2023		3061775900	02/12/2022	Water-Burlington Rd	134.91
03/01/2023		3061866582	09/12/2022	Water Nov- Shore rd toilets	622.92
<b>Total of Direct Debit &amp; Standing Orders</b>					<b>20,988.54</b>

### Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details	Payment Total
16/01/2023	Charge Card Transactions	767450	02/12/2022	Keyboard	53.99
16/01/2023		2209337009	02/12/2022	Pipe	39.59
16/01/2023		54752	02/12/2022	PCN	35.00
<b>Total of Chargecard payments</b>					<b>128.58</b>

### BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details	Payment Total
31/01/2023	Twenty Surveys Ltd	INV-0260	12/01/2023	GPR+utilities survey	5,250.00
31/01/2023	A.B.A. Groundcare LLP	135108	31/12/2022	Push mower repairs	112.96
31/01/2023		135109	31/12/2022	Gear assembly	126.20
31/01/2023		135175	31/12/2022	Top Hose	86.53
31/01/2023		135128	31/12/2022	Replace light on roll bar	122.32
31/01/2023		135176	31/12/2022	Replacement battery ransom	133.80
31/01/2023		200663	05/01/2023	3 bolts+ pins and a lamp assembly for the iseky	199.90
31/01/2023	Ace Office Environments Ltd.	01067090	09/01/2023	TH-Stationery	58.93
31/01/2023		01067597	16/01/2023	Fiscal Wall Planners & Gen stat	139.90
31/01/2023		01068572	22/01/2023	TH-Stationery	102.81
31/01/2023		01069028	22/01/2023	Printer Paper	52.68
31/01/2023		01069029	22/01/2023	TH-Stationery	44.76
31/01/2023	Able Investigations & Enforcement	25281/FT/JD/23	17/01/2023	Services	1,140.00
31/01/2023	Alliance Tool Hire Ltd	P216307	31/12/2022	Platform Shore Rc WC's	54.00
31/01/2023	Amazon	GB27G500CAEUI	16/11/2022	TIC - office equipment	21.04
31/01/2023	Apogee Corporation Ltd	1360913	04/01/2023	Toner Depot	9.00
31/01/2023	Aster Group	SINV478904	09/01/2023	Telecare Q4- fee	94.21
31/01/2023	Avalon Software (UK) Ltd	190178	01/01/2023	Booking on line-Monthly Charge	165.00
31/01/2023	BIPCOM	INV-7956	01/01/2023	Divert to mobile	3.00
31/01/2023	Blue Level Media Ltd	SI-30068	01/01/2023	Hosting website 01/02/23-31/01/24	600.00
31/01/2023	Broxap Ltd	0000300974	17/01/2023	Replacment timbers	843.60
31/01/2023	Central Southern Security Ltd	189963	12/01/2023	New fire alarm panel install	684.00
31/01/2023	Charlie's Tasty Treats	0018	09/01/2023	TIC - dog treats for retail	60.00
31/01/2023	Dorset Council	2800336878	12/01/2023	Road closure application	745.00
31/01/2023	Dorset Waste Partnership	2800329932	07/11/2022	Recycling empty -Oct 22	19.08
31/01/2023	Fernhill Wholesale	INV-34452	01/12/2022	TIC - Tide Times Tables 2023	62.50
31/01/2023	Field Honey Farms	00004530	08/01/2023	TIC - honey for retail	72.00
31/01/2023	Fireline Ltd	83249	13/01/2023	Fire Ext service (Boat Park)	60.65
31/01/2023	The Flag Shop Ltd	1000083740	17/01/2023	TIC - flags for retail	49.90
31/01/2023	Four County Services Ltd.	62528	03/01/2023	Phone charge Dec	85.58
31/01/2023		62567	10/01/2023	Month 10- IT	334.78
31/01/2023		62568	10/01/2023	Month 10- IT	456.13
31/01/2023		62569	10/01/2023	Month 10- IT	681.43
31/01/2023		62579	11/01/2023	Equipment	311.40
31/01/2023		62669	21/01/2023	Domain service- Councillors	42.00
31/01/2023	G4S Cash Solutions (UK) Ltd	2022123443	31/12/2022	Cash Processing Dec 22	526.19
31/01/2023	Greenham Trading Ltd.	04/410275	22/12/2022	Equipment	149.04
31/01/2023		04/409685	22/12/2022	Equipment	252.00
31/01/2023		04/412530	17/01/2023	Equipment	174.00

31/01/2023	A.R. Harris & Son	32294	07/01/2023	Electrical Services	398.47	
31/01/2023		32301	10/01/2023	Electrical Services	235.60	
31/01/2023		32308	12/01/2023	Electrical Services	133.68	
31/01/2023		32352	25/01/2023	Electrical Services	386.40	
31/01/2023		32355	26/01/2023	Electrical Services	24.00	1,178.15
31/01/2023	HMRC	M10	20/01/2023	Month 10- PAYE/NI		15,633.23
31/01/2023	J.D. Facilities Ltd	INV-1301	01/01/2023	Cleaning-TIC	305.10	
31/01/2023		INV-1305	01/01/2023	Cleaning-Depot	197.59	
31/01/2023		INV-1304	01/01/2023	Cleaning-Depot-Staff area	230.62	
31/01/2023		INV-1303	01/01/2023	Cleaning-Toilets	7,226.51	
31/01/2023		INV-1302	01/01/2023	Cleaning-Town Hall	520.21	8,480.03
31/01/2023	Keep Britain Tidy	SI003138	25/01/2023	Blue Flag and Seaside Award 2023		1,054.80
31/01/2023	Landford Trees Ltd	056656	11/01/2023	1 no. Lagerstroemia indica		539.20
31/01/2023	D. & P. Lovell Ltd.	L5967	30/12/2022	Excavator@12 days hire	201.60	
31/01/2023		L5994	26/01/2023	Excavator@21 days hire	352.80	554.40
31/01/2023	Luna Electrical Services Ltd	INV-4869	23/01/2023	Charge Fee		529.20
31/01/2023	Learning With Experts	INV-0114	10/01/2023	RHS fees		380.00
31/01/2023	Maintain UK Drains Limited	INV-36059	24/12/2022	Survey and map water supplies		3,545.89
31/01/2023	Metric Group Ltd.	C65072	30/12/2022	Month 10- Aslan		192.00
31/01/2023	National Association of Memorial	1264	31/12/2022	NAMM-2023 Membership Subscription		264.00
31/01/2023	National Express	AREXT/00235105	31/12/2022	Agency sales- Dec		18.90
31/01/2023	Nixons Hardware Ltd	121937	30/11/2022	Batteries	13.98	
31/01/2023		121977	30/11/2022	Tinsel for light switch on stage	17.94	
31/01/2023		121997	30/11/2022	TIC - keys cut	12.05	
31/01/2023		122003	30/11/2022	Keys cutting	7.00	
31/01/2023		122043	07/12/2022	2 x replacement keys market	11.00	
31/01/2023		122069	12/12/2022	New gate padlock Depot	49.50	
31/01/2023		122078	31/12/2022	Keys for new lock for TIC door	31.50	142.97
31/01/2023	Norfolk County Council	10023828	20/01/2023	NPLAW legal fees		780.00
31/01/2023	Octopress Printers Ltd	INV-007102	25/01/2023	TIC - replacement feather flag (Artisans on the Beach)		42.00
31/01/2023	One Thousand Words	inv001350	21/12/2022	Photoshoot of Christmas Lights and Artisans		375.00
20/01/2023	Swanage Town Council	Month 10 Payroll	20/01/2023	Net Wages-Month 10		53,519.43
31/01/2023	Postage By Phone	BJ514121	12/11/2022	Meter Reset- TIC	208.00	
31/01/2023		BJ594316	12/12/2022	Fees	28.65	
31/01/2023		BJ674523	12/01/2023	Fees	28.68	265.33
31/01/2023	Pod Point Ltd	3003563	19/01/2023	Admin fees		100.72
31/01/2023	Rawlins Davy Reeves Solicitors &	AC/LE/PS1293/76	23/12/2022	Legal Advice		600.00
31/01/2023	Rigby Taylor Ltd	OASI0045240	13/01/2023	Grass Seeds & Filters (all locations)		194.82
31/01/2023	Seton	9303565544	03/01/2023	Signs	90.68	
31/01/2023		9303569540	12/01/2023	Signs	192.54	283.22
31/01/2023	Shred-It	8140149380	31/12/2022	Shredding Service		196.33
31/01/2023	DWG Smith	23061	30/12/2022	Cutting		1,404.00
31/01/2023	Spaldings (UK) Ltd.	SI-2832483	14/12/2022	Equipment	22.14	
31/01/2023		SI-2832931	15/12/2022	Equipment	88.56	
31/01/2023		SI-2833358	19/12/2022	Equipment	156.24	
31/01/2023		SI-2835165	21/12/2022	Equipment	82.86	
31/01/2023		SI-2835166	10/01/2023	Equipment	69.36	419.16
31/01/2023	St. Michaels Garage	2992	31/12/2022	Diesel Dec 22	634.55	
31/01/2023		S23922	16/01/2023	MOT HG67 MDV	54.85	
31/01/2023		S23922	16/01/2023	Service HG67 MDV	157.18	846.58
31/01/2023	Swanage Bowling Club	Xmas party	30/12/2022	Event		254.50
31/01/2023	Swanage News	1284	31/12/2022	Newspaper Dec		42.25
31/01/2023	Swanage Regatta & Carnival	2023/015	11/01/2023	Programme Advert- carnival 2023		450.00
31/01/2023	Swanage Sea Fishing Ltd	1916	14/12/2022	Maintain and store the bathing area		5,839.20
31/01/2023	Swanage Tyres and Tuning Ltd	26673	03/01/2023	Tyre		88.20
31/01/2023	South West Geotechnical Ltd	INV-0687	22/12/2022	Seafront-monitoring Dec 22		3,060.00
31/01/2023	Telefonica O2 UK Ltd	18080758	24/12/2022	SIMS-Nov	258.71	
31/01/2023		18613127	24/01/2023	SIMS-Dec	241.55	500.26
31/01/2023	Travis Perkins	929AMV838	13/12/2022	Velux Shore Rd	444.60	
31/01/2023		929AMV938	15/12/2022	Equipment	61.64	
31/01/2023		AMW436	05/01/2023	Equipment	33.88	
31/01/2023		AMW766	12/01/2023	Equipment	29.64	
31/01/2023		AMW777	13/01/2023	Equipment	29.18	
31/01/2023		AMX075	13/01/2023	Equipment	326.59	
31/01/2023		AMW985	17/01/2023	Equipment	7.38	
31/01/2023		AMX065	18/01/2023	Equipment	57.78	
31/01/2023		AMX000	18/01/2023	Equipment	78.76	1,069.45
31/01/2023	Third Party Payments	Payroll Month 10	20/01/2023	Deductions- Month 10		502.82
31/01/2023	Violet Farm Foods Ltd	113734	17/01/2023	TIC - tea for retail		129.60
31/01/2023	WSP	64600958	17/12/2022	Fees & Disbursements	10,852.32	
31/01/2023		64603181	10/01/2023	Fees	11,766.60	22,618.92
<b>Total of BACS/CHAPS Payments</b>						<b>140,220.88</b>

**BACS payroll payment issued 20th January 2023**

53,519.43

**BACS supplier payments issued 31st January 2023**

86,701.45

**140,220.88**

**Total of Payments**

**161,338.00**

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March, 2023**

**Payment schedule reported to Council - 13th March 2023**

**Schedule 11:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's

**ONE HUNDRED AND SEVENTY EIGHT THOUSAND, THREE HUNDRED AND  
FIFTY THREE POUNDS AND SIXTY SEVEN PENCE**

.....(**£178,353.67**).....

## Swanage Town Council Schedule of Payments - Month 11

### Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details		Payment Total
10/02/2023	Barclaycard Merchant Serv	001884330123	31/01/2023	Monthly charges		95.00
14/02/2023	First Data	520334510615636	31/01/2023	Jan charges		88.18
15/02/2023	Green Energy (UK) Ltd	52430770	03/02/2023	Gas Depot-Jan 23	292.93	
15/02/2023		52430816	03/02/2023	Gas TH office-Jan 23	1,070.36	
15/02/2023		52430812	03/02/2023	Gas TIC-Jan 23	342.10	
15/02/2023		52430814	03/02/2023	Gas TH-Jan 23	597.23	2,302.62
08/02/2023	Kent County Council	E8577059	17/01/2023	Electricity - Q3	11,083.11	
24/02/2023		UMS8602530	25/01/2023	Beach Clock-Dec	63.37	
24/02/2023		UMS8602505	25/01/2023	Beach Clock-Nov	59.09	
24/02/2023		UMS8602525	25/01/2023	CPTM- Dec	89.68	
24/02/2023		UMS8602247	25/01/2023	CPTM- Nov	83.18	11,378.43
13/02/2023	Lloyds Bank PLC	390330501	11/01/2023	Monthly charge	138.59	
27/02/2023		390888520	07/02/2023	Monthly Charge	66.00	204.59
10/02/2023	Paytek Admin Services Ltd	MI/3703411/03	01/02/2023	Service charge Feb 23	128.35	
10/02/2023		MI/3705902/03	01/02/2023	Service charge- Feb 23	72.00	200.35
28/02/2023	RAC	d/d	28/02/2023	Misallocated D/D		148.50
16/02/2023	Sage (UK) Ltd	INV16235929	01/02/2023	Month 11- charge		513.30
01/02/2023	water2business	3061962119	03/01/2023	Prospect Allotments- Dec22	126.96	
01/02/2023		3061962709	03/01/2023	Heritage Toilets	604.59	
01/02/2023		3061994309	03/01/2023	Shore Rd Toilet	536.72	
01/02/2023		3061959960	03/01/2023	Burlington Toilets	761.92	2,030.19
<b>Total of Direct Debit &amp; Standing Orders</b>						<b>16,961.16</b>

### Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details		Payment Total
15/02/2023	Charge Card Transactions	1435	05/01/2023	Algae Remover	49.20	
15/02/2023		10108087	09/01/2023	Membership fees	175.00	
15/02/2023		1000001827881	27/01/2023	LR Search-Quay	6.00	230.20
<b>Total of Chargecard payments</b>						<b>230.20</b>

### BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details		Payment Total
24/02/2023	Ace Office Environments L	01070120	31/01/2023	TIC - stationery	110.28	
24/02/2023		01071350	12/02/2023	TH - stationery	70.97	181.25
24/02/2023	Danny Alder	STC_Badger_Jan23	25/01/2023	Badger work- North Beach CP		80.00
24/02/2023	Apogee Corporation Ltd	1366718	27/01/2023	Monthly rent	444.45	
24/02/2023		1366718	27/01/2023	Copy plan	542.78	
24/02/2023		1369564	14/02/2023	Depot toner	9.00	
24/02/2023		1370268	16/02/2023	Toner TIC	9.00	1,005.23
24/02/2023	AquAid (Southcoast)	428063	31/01/2023	Water & rental	179.23	
24/02/2023		428062	31/01/2023	Water	68.32	247.55
24/02/2023	Bartletts Country Stores	246643	13/10/2022	Tree stakes, ties, guards		236.75
24/02/2023	BIPCOM	INV-8090	01/02/2023	Divert to mobile		3.00
24/02/2023	C. Brewer & Sons	PLE/363478	31/01/2023	Paints & Fillers for seafront shelters	325.00	
24/02/2023		PLE/363477	31/01/2023	Acrylic primer u/coat dark grey	58.86	383.86
24/02/2023	Central Southern Security	190643	07/01/2023	Keyholding call out TIC		84.00
24/02/2023	Countryside Tree Surgeons	SI-237	31/01/2023	Tree works		336.00
24/02/2023	Court Hill Wines	0285	12/12/2022	Council Meeting		68.70
24/02/2023	C G Ltd	Q3	31/12/2022	Q3 Car Parking Management Settlement		12,254.24
06/02/2023	Dorset County Pension Fur	Payroll month 10	20/01/2023	Payroll Month 10 - Pension	18,717.76	
06/02/2023		CAYS	20/01/2023	CAYS Month 10	201.00	
28/02/2023		M11	20/02/2023	Pension- Month 11	18,433.66	
28/02/2023		M11	20/02/2023	CAYS-Month 11	201.00	37,553.42
24/02/2023	Dorset Council	2800333679	04/01/2023	Tree works North Beach car park	1,734.00	
24/02/2023		2800340087	08/02/2023	School Crossing Patrol sponsorship funding	3,826.80	
24/02/2023		1801246942	13/02/2023	Surveyor fees Spa/Seafront	81.90	
24/02/2023		1801246942	13/02/2023	Surveyor fees Various Minor Project	1,330.87	
24/02/2023		1801246942	13/02/2023	Surveyor Fees-Car park resurfacing	153.72	
24/02/2023		1801246942	13/02/2023	Surveyor Fees Bandstand	384.30	
24/02/2023		1801246942	13/02/2023	Surveyor Fees-Northbrook Cemetery	1,114.48	
24/02/2023		1801246942	13/02/2023	Surveyor Fees General Maint	1,306.62	9,932.69

24/02/2023	Disabili Community Inter	1460	18/01/2023	Mystery Shopping Consultation- Seafrost		3,307.32
24/02/2023	Dorset Waste Partnership	2800335264	04/01/2023	Recycling bin Dec22	19.08	
24/02/2023		2800338668	06/02/2023	Recycling bin Jan23	19.08	38.16
24/02/2023	Four County Services Ltd.	62785	10/02/2023	Monthly Charge IT	681.43	
24/02/2023		62784	10/02/2023	Monthly Charge -TH broadband	42.00	
24/02/2023		62784	10/02/2023	Monthly Charge TIC phone	414.13	
24/02/2023		62783	10/02/2023	Monthly Charge Depot/IT	334.78	
24/02/2023		62816	14/02/2023	It Equipment	974.40	2,446.74
24/02/2023	Futurform	200355	31/01/2023	TIC - office chair		190.80
24/02/2023	G4S Cash Solutions (UK) L	2023013400	31/01/2023	Cash collection Jan23	403.73	
24/02/2023		2023013400	31/01/2023	Cash processing Jan 23	206.55	610.28
24/02/2023	GH Print Management	INV-6960	14/02/2023	Beach Gardens - Open Day stickers		72.00
24/02/2023	Greenham Trading Ltd.	04/413372	24/01/2023	General Stock order (Stores)	355.25	
24/02/2023		04/413588	27/01/2023	Microwave leakage tester	93.33	
24/02/2023		04/413873	27/01/2023	Respirator Masks & Filters	129.60	
24/02/2023		04/414022	30/01/2023	Respirator Masks & Filters	50.39	628.57
24/02/2023	Hags-Smp Ltd	087366	03/02/2023	Bearing Kit & Central Shaft/Fixings		186.00
24/02/2023	Hardy Signs	108544	05/02/2023	Signage	116.64	
24/02/2023		108545	05/02/2023	Signage	83.64	200.28
24/02/2023	A.R. Harris & Son	32293	07/01/2023	Electrical services	264.00	
24/02/2023		32370	27/01/2023	Electrical services	126.00	
24/02/2023		32369	27/01/2023	Electrical services	60.00	
24/02/2023		32371	27/01/2023	Electrical services	170.88	
24/02/2023		32429	18/02/2023	Electrical services	74.82	
24/02/2023		32428	18/02/2023	Electrical services	508.06	1,203.76
24/02/2023	Hendy Group Ltd	42076032	17/02/2023	Repair HJ69LCV		249.11
28/02/2023	HMRC	M11	20/02/2023	Month 11- PAYE/NI		15,120.20
24/02/2023	Hunt's Foodservice Ltd	508-773364	08/02/2023	Beach Gardens - supplies for kiosk		89.73
24/02/2023	J.D. Facilities Ltd	INV-1327	01/02/2023	Depot staff area clean	230.62	
24/02/2023		INV-1325	01/02/2023	TIC-cleaning	263.20	
24/02/2023		INV-1323	01/02/2023	Public toilets	7,226.51	
24/02/2023		INV-1309	01/02/2023	Cemetery chapel- cleaning	27.00	
24/02/2023		INV-1326	01/02/2023	Depot- cleaning	197.59	
24/02/2023		INV-1324	01/02/2023	Cleaning-TH	499.20	8,444.12
24/02/2023	JFY Construction Ltd	20554	13/02/2023	Install anchor bolts boat park		2,239.80
24/02/2023	Personnel Hygiene Service	69631291	14/02/2023	Hygiene Services		2,066.37
24/02/2023	D. & P. Lovell Ltd.	L6013	13/02/2023	Excavator@14day		336.00
24/02/2023	Luna Electrical Services Ltd	INV-4932	31/01/2023	Days Park-consultant fees	1,489.32	
24/02/2023		INV-4933	31/01/2023	Days Park-consultant fees	352.80	1,842.12
24/02/2023	Metric Group Ltd.	C65319	31/01/2023	Monthly 11 Aslan charge		192.00
24/02/2023	National Express	AREXT/00235522	31/01/2023	Agency sales- Jan 23		135.10
24/02/2023	NFP Workshops	4054	30/01/2023	Training		190.00
24/02/2023	Norfolk County Council	10025616	07/02/2023	NPLaw charges Jan23		420.24
24/02/2023	P.J. Notley Ltd.	5023	12/01/2023	Windows cleaning		192.00
24/02/2023	Octopress Printers Ltd	INV-007020	06/10/2022	TIC - Posters (Christmas in Swanage)		19.20
24/02/2023	Ofcom	78583749	01/02/2023	Radio charge Fee		75.00
24/02/2023	Openings	A68242	01/02/2023	Gate Opener Fob		54.00
20/02/2023	Swanage Town Council	Month 11 Payroll	20/02/2023	Net Wages-Month 11		52,541.74
24/02/2023	Purbeck Gazette	14284	06/02/2023	Events Guide in Feb 2023		540.00
24/02/2023	Purbeck Media Group	INV-2869	31/01/2023	Clothing		125.40
24/02/2023	Recruit Local Ltd	2386	07/02/2023	TIC Vacancies adverts 2023 x 4	160.00	
24/02/2023		2387	07/02/2023	TIC - Jobs Fair Advert	97.50	257.50
24/02/2023	Rigby Taylor Ltd	OASI0046271	26/01/2023	Qualgex Liquid (10litre) Beach gardens		162.60
24/02/2023	Swanage Area Dementia F	TIC002	09/02/2023	Charity Christmas cards 2022		162.00
24/02/2023	Seton	9303583504	10/02/2023	Barriers (Car Park)		330.34
24/02/2023	Spaldings (UK) Ltd.	SC-2059878	20/01/2023	Materials	(22.14)	
24/02/2023		SI-2837434	20/01/2023	Materials	48.22	26.08
09/02/2023	Reimbursement	6306	09/02/2023	Reimbursement	87.98	
07/02/2023	Refund	F/P	07/02/2023	Refund of overpayment	116.00	203.98
24/02/2023	St. Michaels Garage	3053	31/01/2023	Diesel Jan 23		624.00
24/02/2023	Suez Recycling & Recovery	32863139	31/01/2023	Waste removal		1,413.89
24/02/2023	Swanage News	1284	28/01/2023	News paper- Jan 23		33.80
24/02/2023	Swanage Tyres and Tuning	27170	15/02/2023	Iseki tyre replacement for slow puncture		21.60
24/02/2023	Terminator Control Ltd	2359	25/01/2023	Pest Control (all areas)		273.00
24/02/2023	Travis Perkins	9292 AMW117	21/12/2022	Materials	56.82	
24/02/2023		9292 AMX309	24/01/2023	Materials	39.31	
24/02/2023		AMX541	27/01/2023	Materials	58.56	
24/02/2023		AMX497	27/01/2023	Materials	16.85	
24/02/2023		9792	08/02/2023	Materials	234.00	
24/02/2023		9292 AMY299	13/02/2023	Materials	21.41	426.95

28/02/2023	Third Party	M11	20/02/2023	Deductions- Month 11	502.82
24/02/2023	Wessex Grounds Services	WGS11040	31/01/2023	Interim Management for STC	378.00
24/02/2023	Westmade Ltd	1010257	16/01/2023	R&M	223.02
<b>Total of BACS/CHAPS Payments</b>					<b>161,162.31</b>

<b><u>BACS payment issued 6th February 2023</u></b>	18,918.76
<b><u>BACS payment issued 7th February 2023</u></b>	116.00
<b><u>BACS payment issued 9th February 2023</u></b>	87.98
<b><u>BACS payroll payment issued 20th February 2023</u></b>	52,541.74
<b><u>BACS supplier payments issued 24th February 2023</u></b>	55,240.15
<b><u>BACS supplier payments issued 28th February 2023</u></b>	34,257.68
	<b><u>161,162.31</u></b>

<b>Total of Payments</b>	<b>178,353.67</b>
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**FareShare - To consider request to site a second larder at the rear of the Town Hall on a temporary basis**

Food for Thought Purbeck have contacted Swanage Town Council requesting that the Town Hall car park be considered as a temporary location for a second Fareshare larder in Swanage.

The project aims to help address food insecurity in Swanage and Purbeck and is currently under the Swanage and Purbeck Development Trust charitable umbrella, achieving their aim by facilitating FareShare to provide mobile or ‘pop up’ larders, which offer good quality in-date surplus supermarket food at low cost.

In summary, food is available to FareShare members 52 weeks of the year, with costs on a sliding scale of £2.50 for a single person to £5 for a family of 3 or more for a combination of dry cupboard, chilled (protein) and fruit and vegetables, which together provides food for 2-3 days. This low-cost good quality food helps to ensure local people have enough food of good quality and supports them to budget where finances are tight. As FareShare distribute surplus supermarket food, the project is also helping to reduce food waste.

Dorset Council undertook mapping of demographics in Swanage and noted it is likely to be hardest hit by the increases in the costs of food and fuel, and identified families, particularly in the Herston area, followed by older people on low fixed incomes in the town that may benefit from this scheme. The first FareShare larder was targeted at families identified through 6 Purbeck schools (4 in Swanage, 1 in Langton Matravers and 1 in Corfe) and the project has worked to ensure the food, which is enough for up to 50 households, is distributed fairly amongst local families.

FareShare recognise the need to target other demographics in Swanage and have offered to provide a second mobile larder free of cost if a suitable venue can be found. The project has been trying to identify a suitable second venue for some time.

Whilst other options are currently being considered and are likely to be more suitable, the Town Hall car park may be required on a temporary basis as a backup location whilst other options are being developed. The car park and area at the rear of the Town Hall would be required on Wednesday mornings between 9am and 11am.

An initial site visit by Town Council Officers and Councillor Monkhouse was undertaken on 27<sup>th</sup> February 2023. Logistical, insurance and health and safety matters were discussed. If this location were to proceed, a further site visit by FareShare would be required in conjunction with attendance by the Assets and Compliance Manager to ensure all such matters were resolved satisfactorily. If the location were to be approved, there would be a lead in time of circa 6-8 weeks prior to use.

**Decision required:**

That Councillors consider the use of the Town Hall car park and area to the rear of the Town Hall as a temporary location for a second Fareshare larder in Swanage subject to the satisfaction of the Assets and Compliance Manager that any insurance, health and safety and logistical matters are resolved appropriately.

Martin Ayres and Gail Percival  
Town Clerk and Assets & Compliance Manager

March 2023

**Corporate Plan, 2023-25 – To consider consultation responses and adoption of revised plan**

Further to agreement at the Town Council meeting held on 27<sup>th</sup> July 2022, public consultation on a draft version of the Corporate Plan took place in the autumn. A summary of the plan was delivered to a majority of Swanage households, encouraging people to send in their comments, either in hard copy or via an online survey. Copies were also available from the library and the Swanage Information Centre.

The consultation was publicised via Facebook and the main posts on this subject reached approximately 500 accounts. Sadly, Swanage News deemed the matter to be of insufficient interest and therefore only covered the matter in passing. An engagement event was held at Swanage Market, publicity was provided by the Mayor and Town Clerk being interviewed on Purbeck Coast Radio and officers attended a meeting of Swanage and District Chamber of Trade. Local schools were also informed of the process and invited to respond.

A total of 181 responses were received. Although this is a small proportion of all Swanage households, the feedback received was in many cases detailed and thoughtful, covering a very wide range of topics. A detailed analysis of the comments received has been carried out. An overview of the key subjects raised is attached herewith and a more detailed summary will be presented at the meeting. Overall, very strong support was expressed for the Council's priorities (90% +).

In light of the comments received amendments were made to the draft plan and considered by the Finance and Governance Committee on 22<sup>nd</sup> February 2023. Changes to the pre-consultation draft plan are highlighted in yellow in the revised draft which is enclosed with these agenda papers. Members are asked to consider the recommendation from the Finance and Governance Committee to adopt the amended plan and engage a graphic designer to produce the plan in a professional and accessible format.

Finally, given the wide range of feedback received, the detail of which cannot be incorporated in the plan itself, the Finance & Governance Committee agreed that the detailed comments in respect of each corporate priority should be presented to a forthcoming meeting of the relevant Council committee.

**Decision required:**

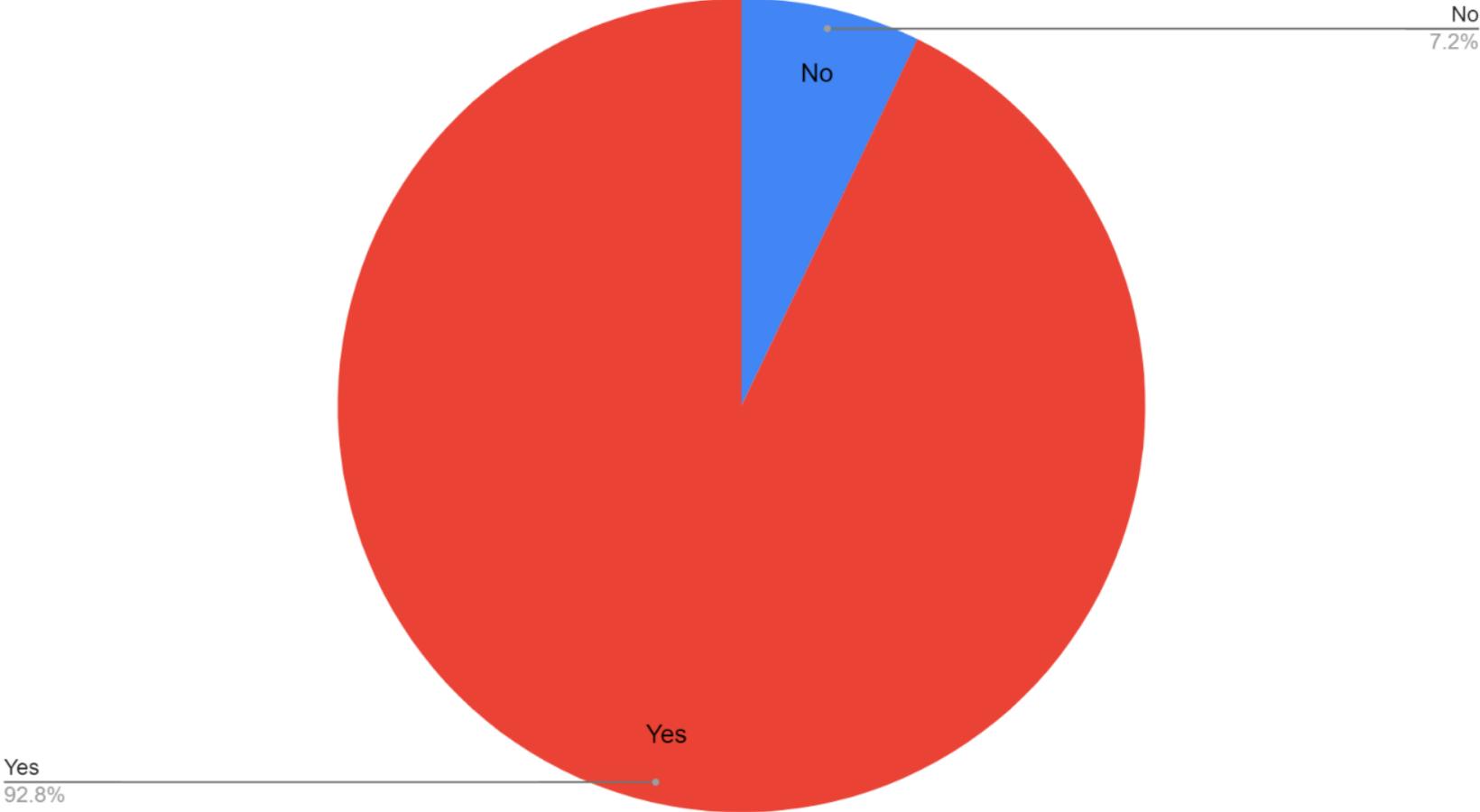
To consider the following recommendation from the Finance and Governance Committee:

That the amended post-consultation Draft Corporate Plan 2023-25 be adopted, and that a graphic designer be engaged to produce the plan in a professional format, meeting accessibility standards.

Martin Ayres, Town Clerk  
March 2023

1. Do you agree with the priority headings?

Count of 1. Do you agree with the priority headings?



1. Do you agree with the priority headings? Additional comments (64) – topics:

Count

Promote sustainable tourism

2.3%

Promote tourism

2.3%

Affordable Housing

15.9%

Consider budget

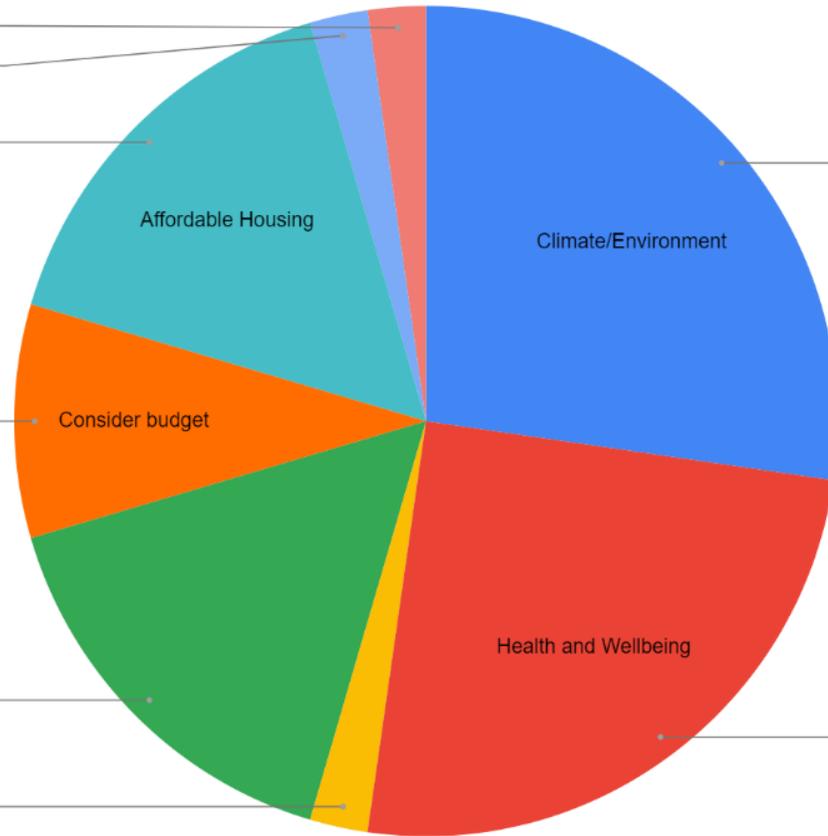
9.1%

Residents priority over tourism

15.9%

Employment

2.3%



Climate/Environment

27.3%

'I think housing for local people should be a point all on its own.'

'More emphasis on the environmental impacts.'

'Consider improving Health and Wellbeing the most important.'

'Supporting the local economy and full time residents needs to be the ultimate priority.'

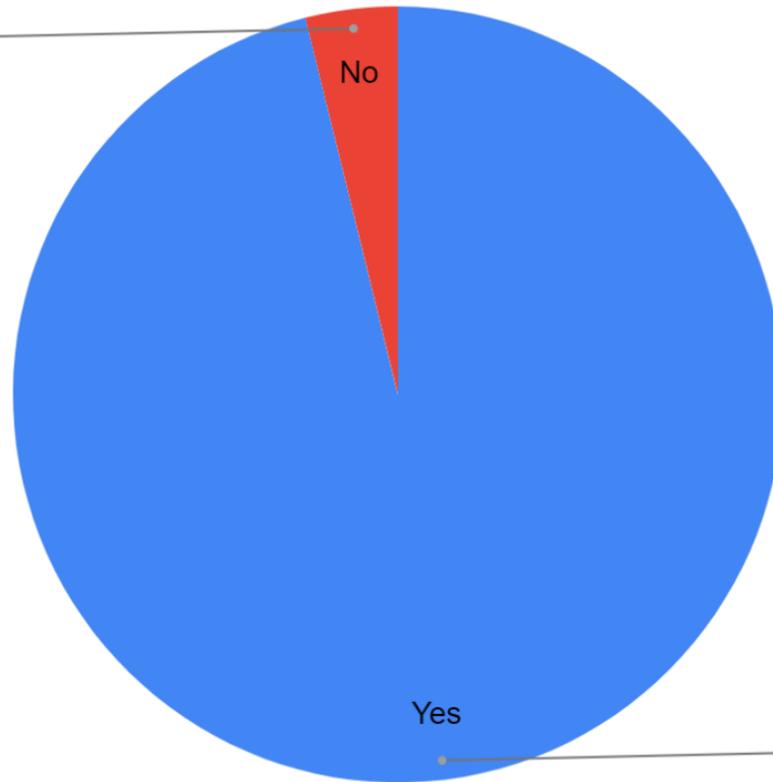
Health and Wellbeing

25.0%

**2. Delivering Good Governance - Do you agree with the priorities and actions?**

Count of 2. Delivering Good Governance  
Do you agree with the priorities and actions?

No  
3.9%

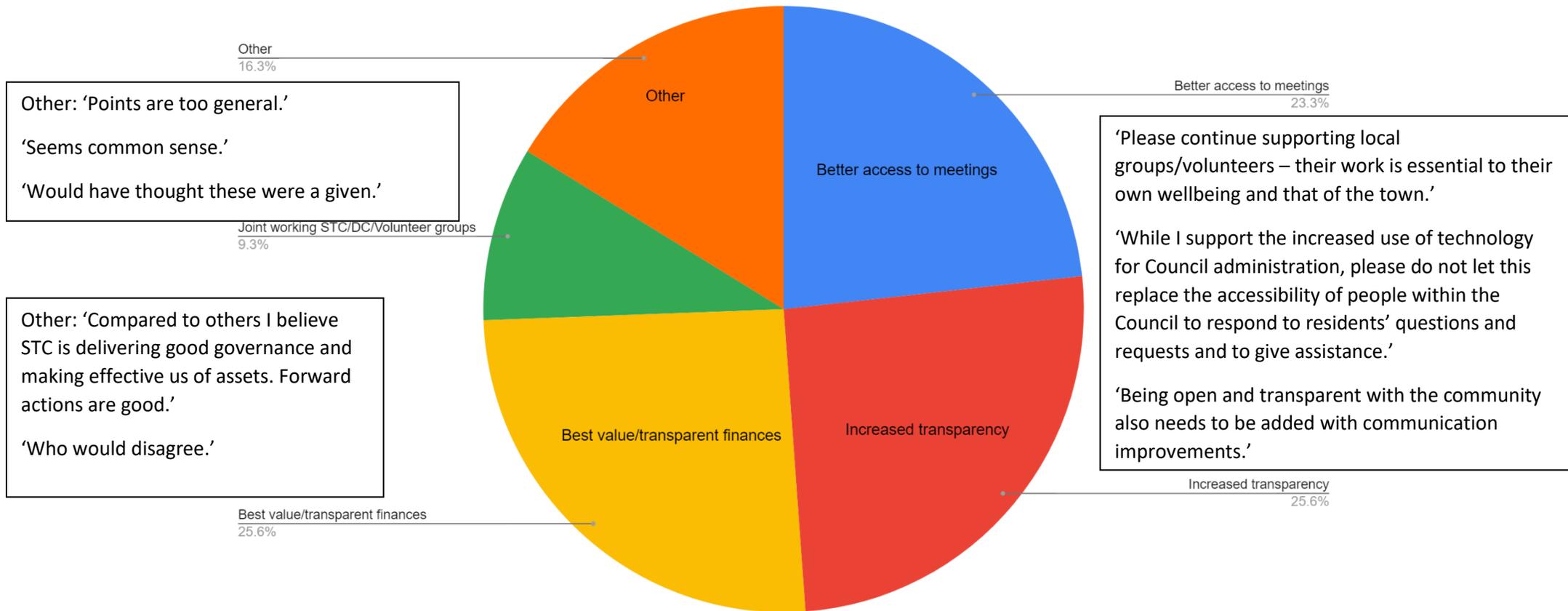


Yes  
96.1%

## 2. Delivering Good Governance.

Additional comments (46) – topics:

Count of Q2

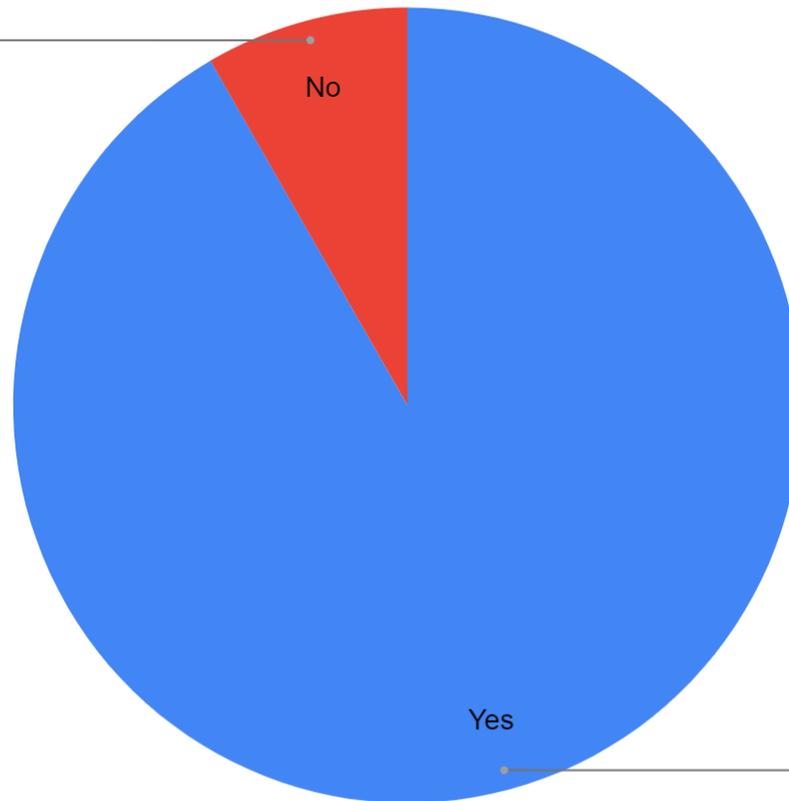


### 3. Promoting Sustainable Tourism and Supporting the Local Economy.

Do you agree with the priorities and actions?

Count of 3. Promoting Sustainable Tourism and Supporting the Local Economy.  
Do you agree with the priorities and actions?

No  
8.3%



Yes  
91.7%

### 3. Promoting Sustainable Tourism and Supporting the Local Economy.

#### Additional comments (109) – topics

Count of Q3

Spa/Sandpit field/Weather station field  
16.3%

Tourism - supported  
11.6%

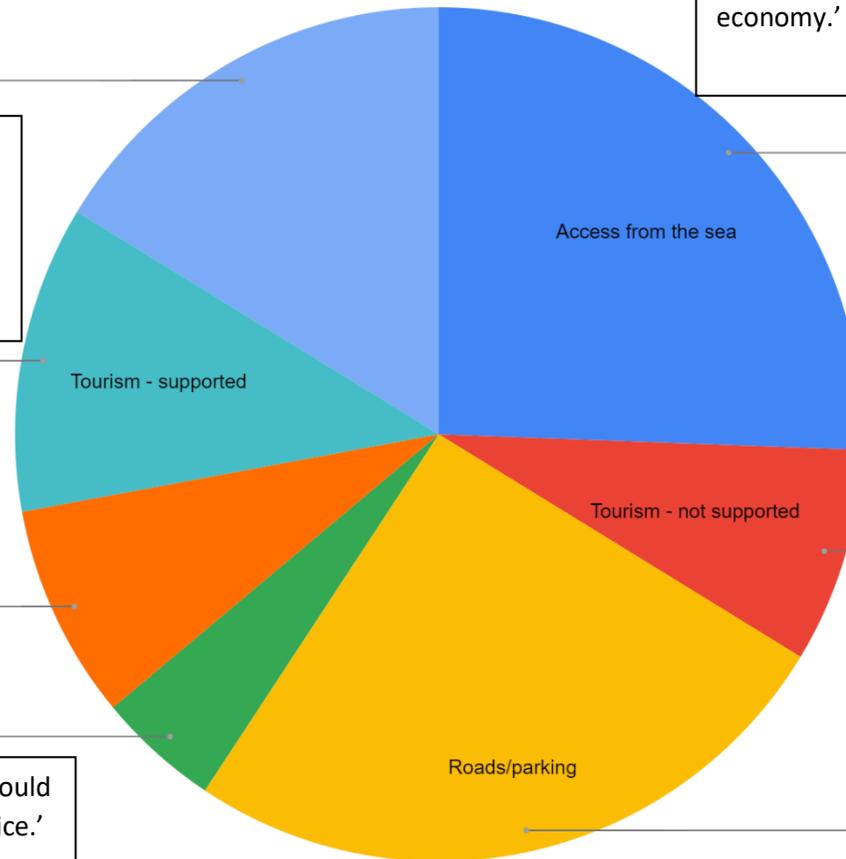
Local shops over chain stores  
8.1%

Toilet facilities  
4.7%

Access from the sea  
25.6%

Tourism - not supported  
8.1%

Roads/parking  
25.6%



'Spa – don't overdevelop this site.'

'Spa, Sandpit field and Weather station field – keep as they are but maintain.'

'Spa, Sandpit field improvement – brilliant!'

'Businesses to thrive – admirable but I would like to know how we can do this in practice.'

'Tourism needs workers – workers need housing in the town.'

'I wonder what exploring opportunities to improve access from the sea means?'

'Access from the sea, what are you going to do?'

'Access from the sea needs more positive action. It opens an affluent market segment which is missing from the current tourism economy.'

'Too much emphasis on cramming too many holiday makers into Swanage during the main season when we do not have the facilities and it's damaging the environment.'

'Keep toilets open.'

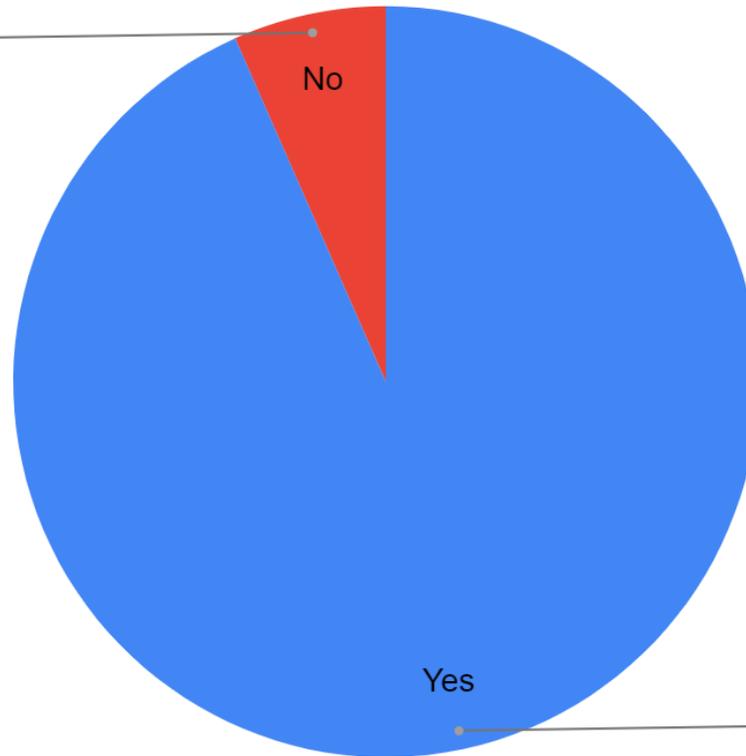
**4. Encouraging Health and Wellbeing and Enhancing Community Safety.**

Do you agree with the priorities and actions?

Count of 4. Encouraging Health and Wellbeing and Enhancing Community Safety.

Do you agree with the priorities and actions?

No  
6.6%



Yes  
93.4%

#### 4. Encouraging Health and Wellbeing and Enhancing Community Safety.

##### Additional comments (92) – topics

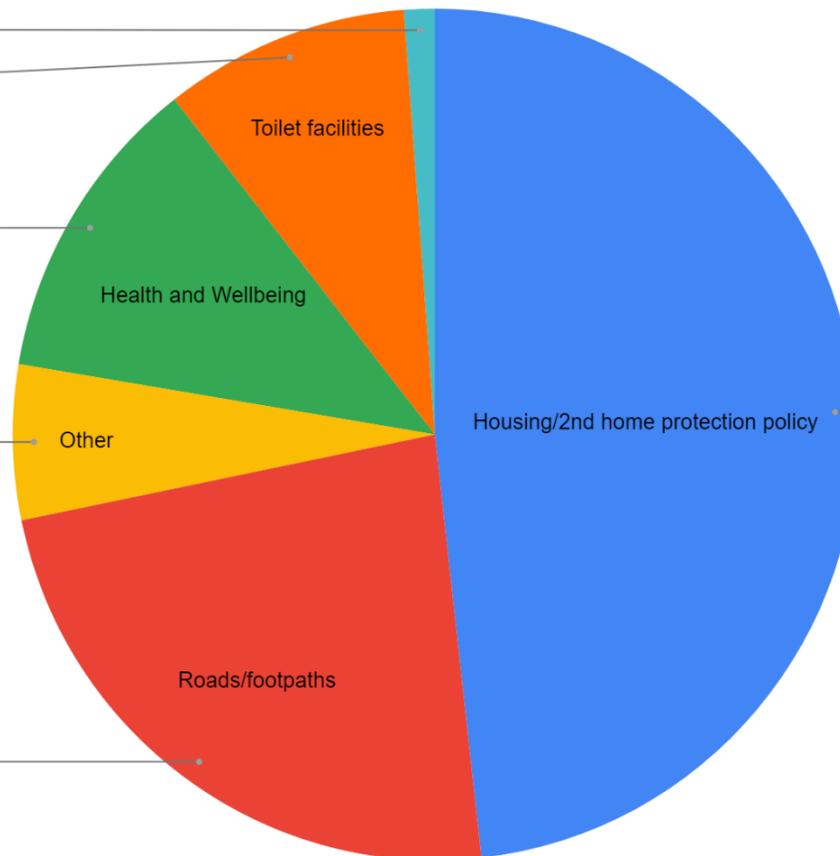
Count of Q4

Police/public services  
1.2%  
Toilet facilities  
9.4%

Health and Wellbeing  
11.8%

Other  
5.9%

Roads/footpaths  
23.5%



‘Affordable housing for local people is a massive issue, I’d like to see the council strive to get developers to commit to their obligations to provide social housing as part of their plans.’

‘The council needs to do a lot more to improve the housing chances of those young people who were born here but will struggle to afford to live here.’

‘All essential aims. Local people must not be priced out of housing by high rents.’

Housing/2nd home protection policy  
48.2%

‘The provision of health care is a concern to me as Swanage is growing rapidly and the medical centre and other facilities cannot cope.’

‘Why is taking so long to put to good use the Day Centre?’

‘Reducing holiday homes. Grant funding – please do not waste money. The footpath through Days Park should be lit at night.’

‘Not sure about the cost of safe route via Journeys End.’

‘Developing facilities and refurbishing toilets at Burlington Chine should be given priority too.’

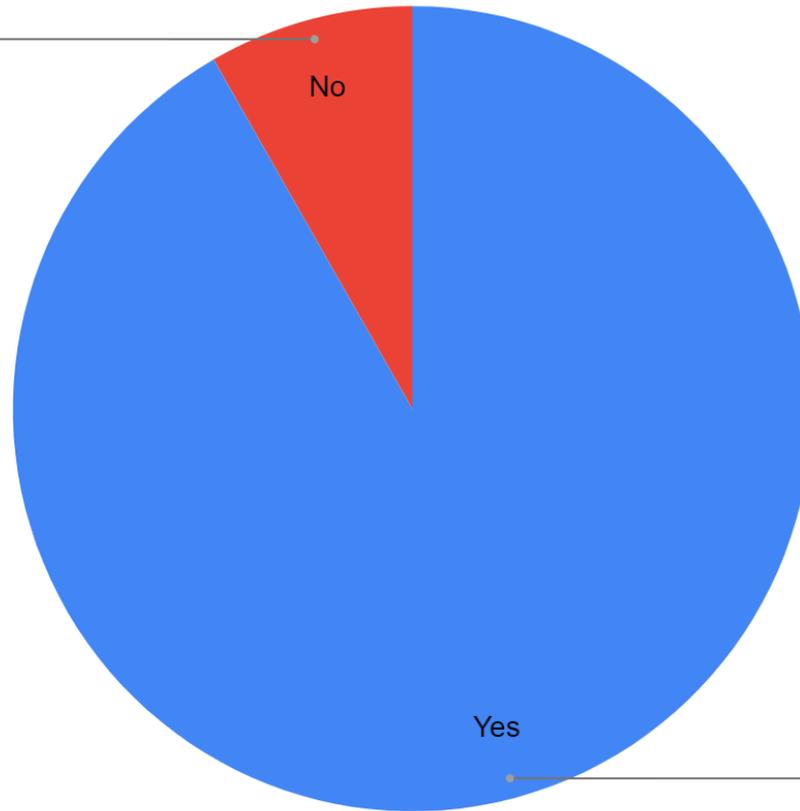
‘Police presence is needed now more than ever.’

**5. Planning for the Future and Preserving our Heritage.**

Do you agree with the priorities and actions?

Count of 5. Planning for the Future and Preserving our Heritage.  
Do you agree with the priorities and actions?

No  
8.3%



Yes  
91.7%

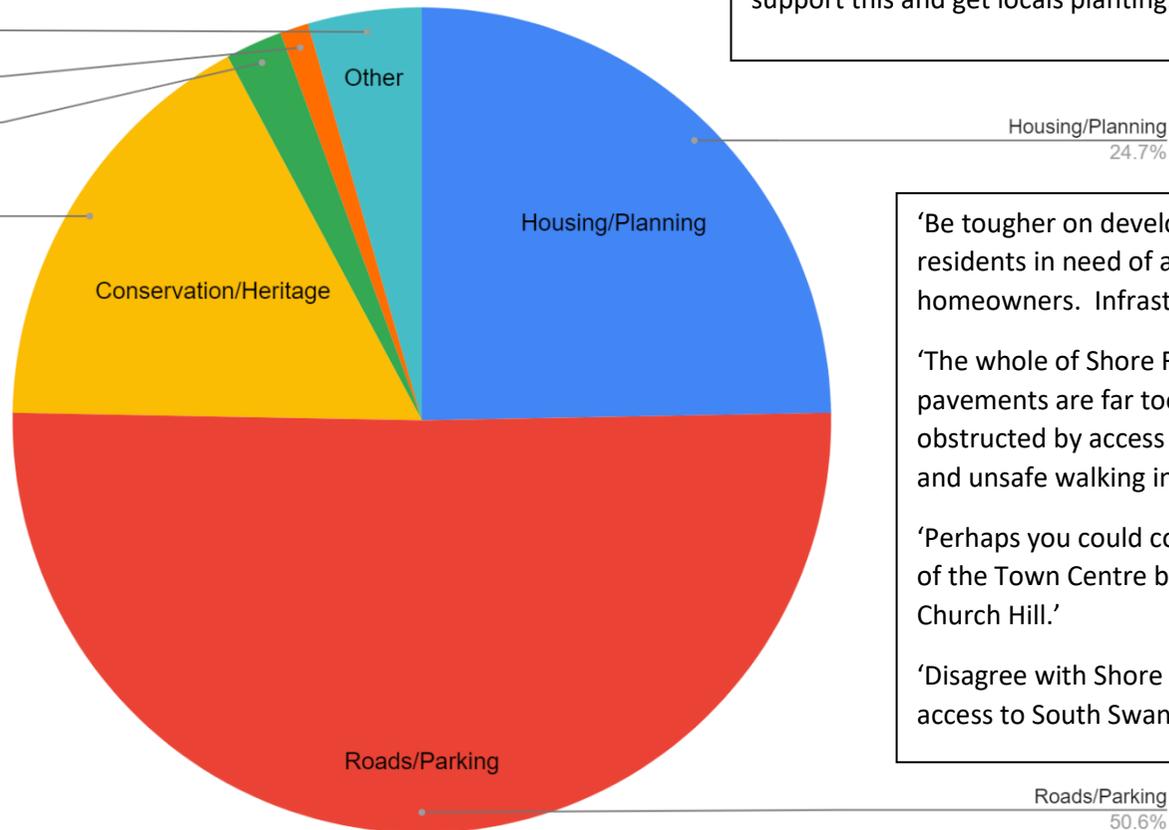
## 5. Planning for the Future and Preserving our Heritage.

### Additional comments (93) – topics

#### Count of Q5

Other  
4.5%  
Finance  
1.1%  
Seafront  
2.2%

Conservation/Heritage  
16.9%



Other: 'This section can be amalgamated into other areas of the plan.'

'Need to plant more than 30 trees per year. Many people would support this and get locals planting. Connect with DC.'

'While interesting, I am not sure of the virtue in preserving the gun emplacement especially as the lower lookout on the cliffs is already lost.'

'Please keep Shore Road closed permanently as so much safer.'

'Planning comments – done well to date.'

'Good that we'll have a Neighbourhood Plan.'

'No more tiny boxes, no more second homes.'

'Be tougher on developers. Be more mindful of the residents in need of affordable housing not second homeowners. Infrastructure is also key.'

'The whole of Shore Road should be enclosed as pavements are far too narrow at North end and obstructed by access to parked vehicles. Unpleasant and unsafe walking in this area.'

'Perhaps you could consider taking through traffic out of the Town Centre by reversing the direction of Church Hill.'

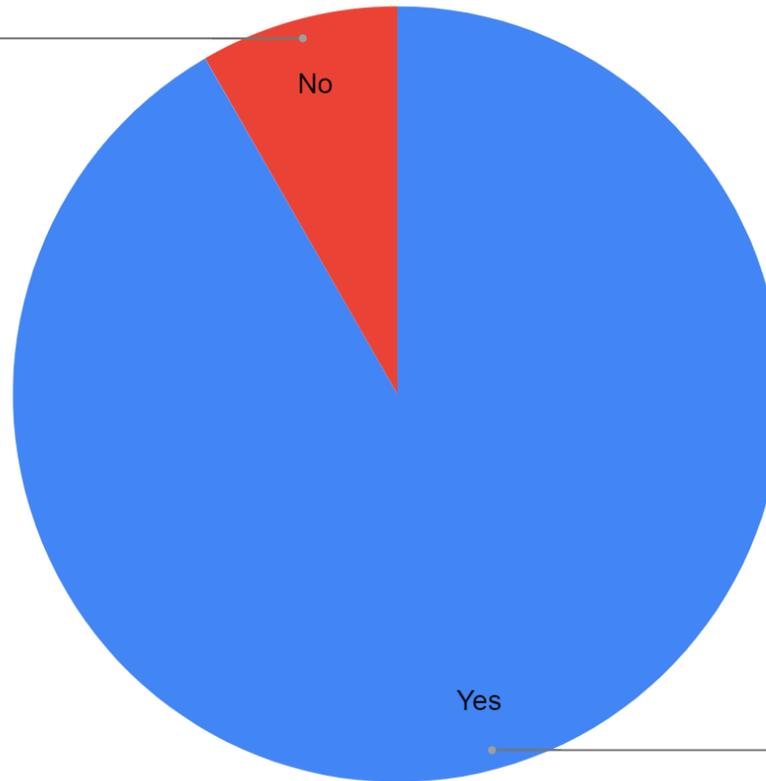
'Disagree with Shore Road closed. Cutting off too much access to South Swanage.'

## 6. Protecting the Natural Environment and Addressing the Climate Crisis

Do you agree with the priorities and actions?

Count of 6. Protecting the Natural Environment and Addressing the Climate Crisis  
Do you agree with the priorities and actions?

No  
8.3%



Yes  
91.7%

## 6. Protecting the Natural Environment and Addressing the Climate Crisis

### Additional comments (72) – topics

#### Count of Q6

Housing

1.8%

Other

5.4%

Energy

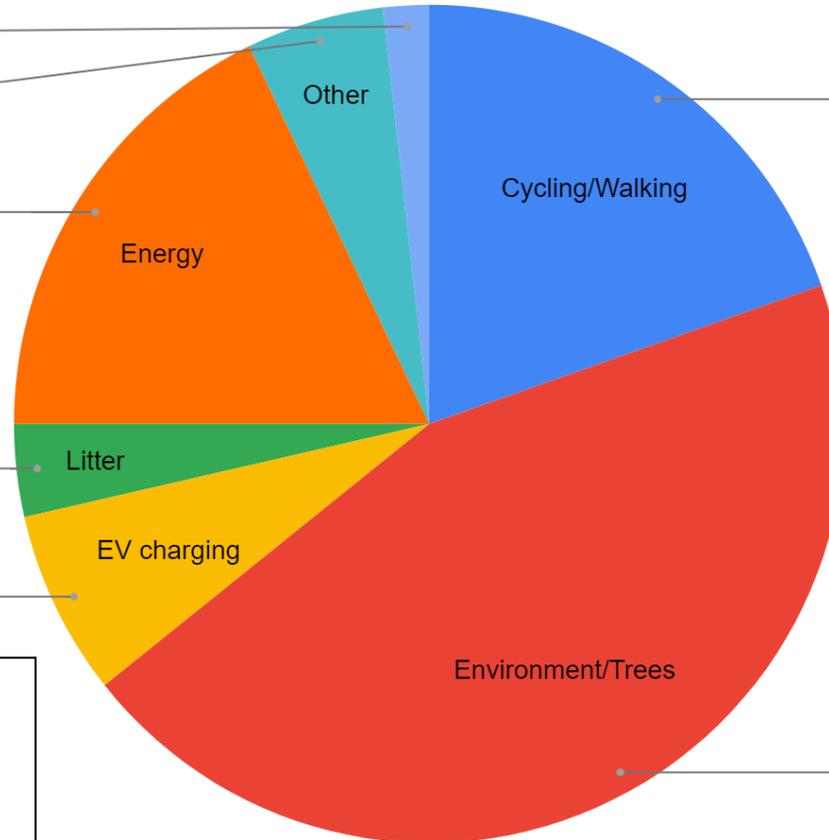
17.9%

Litter

3.6%

EV charging

7.1%



'In considering increased cycling and walking – the town demographic needs should be key.'

'More trees please. We need to plant hundreds not a meagre 30 a year.'

'Mostly agree but final point on increasing cycling and walking across the town is very woolly.'

'I believe that a local plan should look into the feasibility of a local energy hub. I believe there is a strong case in providing renewable energy as locally as possible.'

'Explore and implement the use of solar energy on buildings.'

'Going carbon neutral is just virtue signalling, pointless and a waste of money.'

'Tree planting needs ongoing management.'

'Please do what you can to protect the water quality, no sewage in the sea.'

**Corporate Plan - Summary of main comments**

Relevant Objectives	Key issue	Total	Related comments
1/4/5/A	Improve supply of social/affordable housing	46	Housing for local people should be a point on it's own/without housing there would be no local workers/attaining the priorities needs local workers/More local control over plans, provision of affordable/social housing/Ensure local people are placed in local social housing/Local people should not be priced out of housing with high rents/Be tougher on developers to provide affordable housing not second homes.
3/5/	Shore Road - improvements for pedestrians	20	Increase to pedestrian safety/closure of whole of Shore Road/Creative use of closed section/more attractive to visitors/whole of Shore Road closed as pavements too narrow/proposed closure of southern section of Shore Road is excellent, safer for children.
1/6/A	Support for various environmental measures - climate crisis inc. solar energy/renewable energy/EV charging etc	16	Priority for all decision making must put climate crisis first/More emphasis on environmental impacts, car usage too high on seafront, more pedestrian oriented/explore opportunities for solar panel use on buildings/Introduce hydrogen refuelling station/cross benefits achievable from initiatives.
3/5/A	Shore Road - reopened	15	Requests for access to Shore Road out of season/Can't see the point of this stretch closed and empty in winter months and affects people visiting the Mowlem/Cuts off too much access to south Swanage/Not necessary, convert to designated disabled parking area.
4/5/A	Concern that housing development is not providing for local people & putting strain on local services & infrastructure	14	Crucial and important to support the development of socila housing for local people and vital to protect health services and library.
5/A	Support for NHP/retaining heritage	14	Conservation area protection is important and sea defences/Support preservation of WW2 gun emplacement at Peveril Point.
1/4/A	Protect local services, particularly health/hospital & library	13	Swanage hospital supported more/important to greatly improve medical facilities/Health and Wellbeing most important/increase medical provision.
3/	Clarify meaning of 'access from the sea'	11	Unclear about meaning of access from the sea/ Marina.
2/A	Improve promotion of/access to Council meetings	11	Zoom council meetings/More opportunities for residents to engage, residents with special needs are excluded/noticeboard in centre of town.
4/6/	Better cycling infrastructure	10	More focus on creating safe cycling and walking in the area/Support Shore road closure but open to cyclists off peak to access town.
3/	Don't radically change the Spa/Weather Station/Sandpit Field	9	Left as it is/don't detract from the green 'undeveloped' feel of the green spaces/do not convert Sandpit field into a flat park.
4/5/A	Better traffic management e.g. reduce parking on pavements, 20 mph zones	9	Concerns around parking on pavements/20 mph zones particularly around schools/20 mph for High Street/20 mph for all roads in town.
3/	Concern re 'year round tourism' - winter months should be downtime	7	Nature needs a rest from year round visitors/downtime for residents is needed/not sure all year round tourists are needed.
1/A	Put 'full time' residents first - not visitors or second home owners	7	Like to see more emphasis on residents not tourists/Have an additional priority to ensure sustainable and sensible housing policy.
1/6/A	Concern re sewage spills	7	Concerned about water quality/sewage better managed/sewage system and dumping should be a priority.
5/6/	Plant more trees	5	Plant more than 30 trees per year/Need to plant hundreds of trees a year.
4/5/A	Poor quality of repair of pavements/Improve disabled access/dropped kerbs	5	Footpaths need to be safe to walk on and roads with no potholes.
4/6	Retain Burlington Chine toilets	5	Burlington Chine toilets are a valuable facility for visitors and residents on North Beach.
2/5/	Improve co-operation between DC and STC	4	More co-operation between DC and STC/Work with DC, Env Agency and landlords to improve cliff stability.
4/	Concern re. increased development at Day's Park - noise nuisance	4	Not lighting Day's Park, distrupction to wildlife.
4/A	Concerns re. Northbrook Rd/St Mary's	4	Concerns over pupil safety to and from St Mary's Primary School.

A=Additional comments



# Post-Consultation Draft Swanage Town Council Corporate Plan



# 2023-2025

**Introduction – N.B. text in yellow has been amended from the pre-consultation draft.**

Swanage Town Council is the parish council for Swanage, Durlston, Herston and Ulwell. Its mission statement is to maintain and enhance Swanage for the well-being and prosperity of present and future generations.

Decisions of the Town Council are taken by 12 councillors who were elected for a five-year term in May 2019. There are two wards, Swanage North and South, each with 6 councillors. This plan covers the final 15 months of their term and the first year of the new Council to be elected in May 2024.

The Town Council delegates some of its decisions to its six standing committees: Finance and Governance; Planning & Consultation; Community Services; Tourism & Local Economy; Environment; and Personnel. The Council also has two sub-committees, focussed on Capital Projects and a Neighbourhood Plan, and two advisory committees, making recommendations in relation to Traffic Management and Beach Management.

The Town Council was established in 1974 as a successor to the former Swanage Urban District Council. Largely as a result of decisions taken at that time, the Council has a much wider range of assets and provides a broader range of services than most other town and parish councils. Its annual expenditure is in the order of £2¼ million per annum.

The Council's decisions are implemented by the Town Council's staff, headed by the Town Clerk. Four departmental managers lead the Town Council's finance and administration sections, operations department and visitor services.

Councillors and officers are united by a strong belief that Swanage is a very special place with a unique combination of beautiful natural surroundings, a fascinating heritage and an extremely active community with a remarkable record of volunteering.

This plan was adopted in March 2023, following public consultation on a draft version in the autumn of 2022. A summary of the plan was delivered to a majority of Swanage households, encouraging people to send in their comments, either in hard copy or via an online survey. Copies were also available from the library and the Swanage Information Centre. An engagement event was held at Swanage Market, publicity was provided by the Mayor and Town Clerk being interviewed on Purbeck Coast Radio and officers attended a meeting of Swanage and District Chamber of Trade.

A total of 181 responses were received and an analysis of these was considered by the Finance and Governance Committee prior to adoption of the plan. The detailed feedback on each of the Council's objectives has also been considered by the relevant committee to shape their future plans.

## Why produce a Corporate Plan?

The Town Council has produced a corporate plan in order to:

- Give clear direction for financial planning and budget setting decisions;
- Assist in prioritising future capital projects;
- Promote transparency by being clear about what the Town Council's priorities are and what actions will be delivered over the plan period;
- Provide a basis for securing external funding;
- Guide discussions with the community and partner organisations;
- Aid in the assessment of grant requests from third parties.

This document should be read alongside the Town Council's **Medium Term Financial Strategy**, its Annual Budget Report and the priority project list approved by Council every six months. While the Town Council is committed to delivering on the priorities set out in this document, it can only do so within the financial constraints set out in its medium-term financial plan.

## Swanage – Now and in the future

Swanage is a civil parish with a population of **9,429 permanent residents (2021 census)**, a reduction from its high point of 10,100 at the time of the 2001 census. Over a third of the population (35.5%) is aged over 65, compared to 29.6% across Dorset; by contrast, only 12.5% of residents are under 16 years of age.

**In Swanage 17.4% of properties on the Council Tax register are considered second homes. 18% of all second homes in Dorset are in Swanage. This excludes those registered for business rates as holiday lets. The reduced supply of housing for local families as a result of second home ownership is recognised as a significant challenge.**

The main employment sectors are 'wholesale, retail and repair' and 'human health and social work' which together employed almost 30% of residents in 2011. 'Accommodation and food services' employed 12.5% of the working population, and was the third largest employer.

The town acts as a hub for its neighbouring parishes. The town centre contains a good selection of independent shops and Swanage hosts a wide range of public services, including a community hospital, medical centre, library, museum, primary and secondary schools, post office and sports facilities.

The parish lies within the Dorset Area of Outstanding Natural Beauty (AONB) and is considered the Eastern Gateway to the Jurassic Coast World Heritage Site. Agricultural land surrounds the main built-up area. The major landowners are the National Trust and Dorset Council (as owner of Durlston Country Park). The largest private landowner is the Scott family, formerly of Encombe House near Kingston.

Looking to the future, this is the Vision for the town contained in the Swanage Local Plan, which was adopted in 2017 with the support of the Town Council. Although STC has no statutory powers to deliver this vision, it can use its influence wherever possible.

Swanage has a dual role as a centre for local residents and seaside resort. The town will be enhanced through the provision of a range of facilities, services, shops and employment provision. Swanage will retain its status as one of Dorset's most self-contained settlements, whilst enhancing the special historic character of the town and its setting within the AONB and the Jurassic Coast. Opportunities will be considered to reinforce service provision through the improvement of health and sports facilities. New family housing and, in particular, affordable housing and extra care housing, will allow local people the opportunity to continue to live and work within Swanage.

A diverse, thriving and prosperous economy will be developed through the promotion of a variety of business uses, the development of niche businesses which reflect the specific character and culture of the town, and a broad business portfolio which will ensure a strong economy beyond the traditional tourist season. New development will be accompanied by areas of new green space that will improve access to the countryside and improve the setting of the town within the AONB. The town's role as a visitor destination will be developed through the provision of improved facilities and creation of enhanced public spaces along the seafront. The re-opening of the Swanage to Wareham railway line will improve accessibility to employment and educational opportunities along the A351 corridor and to Poole.

## Who does what?

The Town Council is one of two tiers of local government. It is responsible for the following:

<ul style="list-style-type: none"> <li>• Allotments</li> <li>• Bandstand</li> <li>• Bathing zone and RNLI lifeguards</li> <li>• Beach Gardens Sports Park &amp; Tea on the Green refreshment kiosk</li> <li>• Main Beach and foreshore</li> <li>• Beach Huts – Shore Rd and Spa</li> <li>• Boat Park</li> </ul>	<ul style="list-style-type: none"> <li>• Bus shelters</li> <li>• Car parks</li> <li>• CCTV</li> <li>• Cemeteries</li> <li>• Children’s play areas</li> <li>• De Moulham Trust and grants</li> <li>• Festive Lights</li> <li>• Historic Monuments</li> <li>• Market</li> </ul>	<ul style="list-style-type: none"> <li>• Memorial benches and public seats</li> <li>• Public conveniences</li> <li>• Public gardens, green open spaces and playing fields</li> <li>• Public help desk (jointly with Dorset Police)</li> <li>• Skate park</li> <li>• Swanage Information Centre</li> <li>• Town Hall</li> </ul>
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Dorset Council is the principal authority for Swanage and Purbeck, with responsibility for:

<ul style="list-style-type: none"> <li>• Council Tax collection and benefit administration</li> <li>• Countryside services e.g. Durlston Country Park</li> <li>• Economic development</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Emergency Planning</li> <li>• Environmental health</li> <li>• Libraries and archives</li> <li>• On street parking</li> <li>• Planning</li> <li>• Public Health</li> </ul>	<ul style="list-style-type: none"> <li>• Registration Service</li> <li>• Refuse collection and recycling</li> <li>• Roads and footpaths</li> <li>• Social services</li> <li>• Street sweeping</li> <li>• Trading Standards</li> </ul>
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The Town Council works closely with Dorset Council on the following matters:

- Funding School Crossing Patrol at Swanage Primary School
- Funding Bay Safety Patrol
- Providing a civil wedding/partnership venue at the Town Hall
- Supporting seafront waste collection
- Commenting on all planning applications
- Considering changes to traffic management and on-street parking
- Planning improvements to the town’s sea defences
- Leasing land as part of Durlston Country Park

## Working in Partnership

The Town Council works closely with a wide range of public sector partners and voluntary groups. A number have seats on Council Committees to provide advice and guidance, including Prospect Allotment Association, Swanage & Purbeck Chamber of Trade, Durlston Country Park and Swanage Railway. The Council's Beach Management Advisory Committee is attended by a large range of stakeholders to consider matters relating to the beach and Swanage Bay more broadly. The Town Council also administers the Swanage Town and Community Partnership which brings together a wide range of voluntary organisations with Town Councillors to consider issues facing local people and encourage co-operation.

The Council fully recognises the importance of helping other organisations to deliver their aims and objectives where they benefit the residents of Swanage and visitors to the town. The following list is not comprehensive, but gives some flavour of the range of groups that the Council works alongside.

East Dorset & Purbeck CAB • Swanage & Purbeck Development Trust • Swanage Regatta and Carnival Committee • Swanage Folk Festival • Swanage Coastal Change Forum • Litter Free Purbeck • Swanage Landers and Beach Buddies • Greengage Community Garden • Swanage Pier Trust • Mowlem Theatre • Swanage & Herston Football Club • Swanage & District Angling Club • Swanage Sea Rowing Club • Swanage Town Band • Dorset Coast Forum • Purbeck Transport Action Group • Swanage Community Housing Group • Swanage Museum • Swanage School • St Mary's Primary School • Swanage Defibrillator Partnership • Swanage Tennis Club • Swanage Bowling Club • Sustainable Swanage • Purbeck Art Weeks • Swanage Arts Club • Swanage Cricket Club • Swanage Rotary Club

The Town Council also supports the local services provided by a range of countywide and national organisations. As well as Dorset Council, the Town Council works with NHS Dorset, Dorset Police, Maritime & Coastguard Agency, RNLi and National Coastwatch Institution. The Town Council seeks to lobby and influence decision making bodies to protect and enhance the quality of services provided to the local community, as it has done most recently in respect of the Swanage & Purbeck Ambulance Car. **The Town Council also seeks to work together with its neighbouring parishes, and those representing other coastal communities, to pursue matters of common interest.**



RNLi Lifejacket Lockers, Banjo Pier

## Priorities and Progress to Date

This document sets out the following priorities for the Town Council over the next three years:

- Delivering Good Governance
- Promoting Sustainable Tourism and Supporting the Local Economy
- Providing Opportunities to Improve Health and Wellbeing
- Planning for the Future and Preserving our Heritage
- Protecting the Natural Environment and Addressing the Climate Crisis

These priorities are described in more detail on the following pages. **Each is considered equally important, and therefore they are not set out in order of priority.** Under each heading there are three boxes that set out the actions that the Council will take in broad terms, examples of what the Council is currently doing to deliver the priority, and a list of specific projects that are planned for the period 2023-25. Some of the projects are straightforward and can be delivered relatively quickly; others will be more difficult to achieve and may only be delivered beyond the lifetime of this plan.

Since its election in 2019, the Town Council has achieved the following:

Upgraded its three children's play areas

Funded improvements to Day's Park football facilities

Opened the former St Mark's School Playing Field as a public open space

**Completed restoration of** the Bandstand

Commissioned a survey of the parish's footpaths

Designated Peveril Point and The Downs as a Local Nature Reserve

Successfully worked with the community to protect the Swanage Ambulance Car

Installed a new astro turf tennis court at Beach Gardens

Agreed to renew the lease of Prospect Nursery to Greengage Community Garden Group

Established Swanage Community Housing Group as an independent CLT

Funded a Sustainable Swanage support officer

Adopted an Environmental Action Plan

Planted approximately 30 new trees per annum

Acquired new electric vehicles and installed new electric car charging points

Provided new cycle storage around the town

Taken the operation of Swanage Market in-house and expanded its operation year-round

Replaced and upgraded the Festive Lights

Installed water refill stations



The restored bandstand



Former St Mark's Playing field

## Delivering Good Governance

The Town Council will deliver good governance by:

- Monitoring spending and minimising waste;
- Obtaining best value for the community from the Town Council's assets and investments;
- Working in partnership with community groups and other public sector bodies;
- Actively communicating, consulting and engaging with residents;
- Ensuring transparency about its actions;
- Positively representing the community;
- Making best use of new technology;
- Being an excellent employer;
- Upholding the highest standards of conduct in public life and championing **diversity**, equality of opportunity & treatment.



Town Hall, High Street, Swanage



Town Council Chamber, Town Hall

Between 2023 and 2025 the Town Council will:

- Increase opportunities for residents to engage with the Town Council;
- Take steps to improve remote access to Council meetings;
- Better promote the availability of grant funding to community groups;
- Apply under NALC's Local Council Award Scheme for Quality Council status to drive improvement;
- Deploy technology to improve efficiency in Council administration.

In support of Good Governance ...

The Town Council works extensively with voluntary groups, local businesses and public sector partners to benefit the local community.

A vast amount of information about the Council's meetings, services and activities is available via its website [www.swanage.gov.uk](http://www.swanage.gov.uk)

The Town Council provides a £10,000 budget each year for small grants to support community groups.

The Policy, Finance and Performance Management Committee meets regularly to monitor Council budgets and investments.

The Town Council considers the views of local residents when making decisions. Councillors' contact details are available online and anyone is welcome to speak in public participation time, held at the start of all Town Council and Committee meetings.

## Promoting Sustainable Tourism and Supporting the Local Economy

The Town Council will promote sustainable tourism and support the local economy by:

- Encouraging visitors to the town outside the main summer season;
- Ensuring Swanage is a high-quality visitor destination;
- Exploring opportunities to improve access from the sea;
- Providing an environment in which businesses can thrive, particularly providing employment opportunities for young people;
- Supporting 'Green Tourism' initiatives, such as car-free travel.



Swanage Information Centre, Shore Road

In support of tourism and the local economy the Town Council ...

- Operates a range of Visitor Services, including its award-winning Information Centre on Shore Road, Peveril Boat Park and 74 beach huts.
- Maintains the Beach to Blue Flag standards and employs RNLI lifeguards.
- Operates a number of long-stay and short-stay car parks, providing low-cost residents' parking.
- Operates Swanage market.
- Co-ordinates a programme of events throughout the year in its parks and open spaces.
- Funds the town centre and seafront Festive Lights, organises a 'Switch-On' event and the Artisans on the Beach each Christmas.



Swanage's award-winning Main Beach

Between 2023 and 2025 the Town Council will:

- Make a significant capital investment to enhance the Spa, Weather Station Field and Sandpit Field;
- Work with local businesses and accommodation providers to develop a marketing strategy for the town;
- Develop a Sustainable Tourism Vision;
- Improve the Town Council's website to provide a more interactive online presence;
- Develop an enhanced programme of events to attract visitors year-round;
- Undertake public consultation and publish a Seafront Masterplan to guide future development;
- Consider proposals to improve access from the sea.

## Encouraging Health and Wellbeing and Enhancing Community Safety

The Town Council will encourage health and wellbeing and enhance community safety by:

- Supporting the development of social housing for local people;
- Encouraging participation in sporting and cultural activities;
- Protecting and enhancing the delivery of public services in Swanage, particularly health services and the library;
- Providing grant funding in support of educational, social and cultural activities;
- Working with partners to enhance community safety;
- **Implementing measures to improve accessibility.**



Prospect Allotments

In support of health, wellbeing and community safety the Town Council ...

- Funds a network of Town Centre CCTV cameras and a Speed Indicator Device.
- Leases the Town Hall Annexe to Dorset Police.
- Provides a range of community services, including allotments, cemeteries, public conveniences and bus shelters.
- Provides opportunities for sport and recreation for all ages, including children's play areas, a skate park, Beach Gardens sports park (tennis, bowls, putting and basketball), designated beach swimming zone and football pitches.
- Provides financial support **and office space** for the CAB advisory service.
- **Has commissioned a report to identify barriers impeding access for disabled people in Swanage town centre.**
- Works with partner organisations to protect public services e.g. Swanage Ambulance Car.



Tennis Courts at Beach Gardens

Between 2023 and 2025 the Town Council will:

- Provide a new safe route to St Mary's Primary School via Journey's End and Day's Park;
- Work with Swanage & Purbeck Development Trust and Swanage & Herston Football Club to provide enhanced sporting and community facilities at Day's Park;
- Support the Swanage Community Housing Group in their efforts to deliver social housing for local people;
- Promote the town's footpath network and work with partners to increase access to the countryside;
- **Work with partners to implement recommendations from the Swanage town centre accessibility report, and** install 'Changing Places' toilet facilities at North Beach Car Park;
- Support Swanage & Purbeck Development Trust's Wellbeing Project, including the potential transfer of the Day Centre and Children's Centre to community ownership.

## Planning for the Future and Preserving our Heritage

The Town Council will plan for the future and preserve our heritage by:

- Shaping planning policy and commenting on planning applications;
- Working with Dorset Council as the highway authority to consider proposals to improve traffic management;
- Championing the protection of the Swanage and Herston conservation areas;
- Preserving and promoting knowledge about the town's unique heritage.



To plan for the future and preserve our heritage the Town Council ...

- Comments on behalf of local residents on all planning applications in the parish lodged with Dorset Council.
- Makes recommendations to Dorset Council regarding proposed changes to parking restrictions and traffic flow.
- Organises meetings of the town's heritage attractions (Swanage Pier, Swanage Railway and Swanage Museum).
- Maintains the Town Hall with its ornate Grade II listed 17th-century frontage.
- Maintains three closed burial grounds and several historic monuments and memorials (Albert Memorial, Alfred Monument, John Mowlem's Memorial, Trevor Chadwick Memorial, War Memorial).



The iconic blue shelters, Shore Road



Prince Albert Memorial, Prince Albert Gardens

Between 2023 and 2025 the Town Council will:

- Lead the preparation of a Neighbourhood Plan;
- Work with Dorset Council to implement a trial closure of the southern section of Shore Road and carry out a town-wide parking review;
- Explore options for the preservation of the WW2 gun emplacement at Peveril Point;
- Work with Dorset Council to protect the existing Swanage and Herston conservation areas and explore the designation of additional such areas;
- Work with Dorset Council and the Environment Agency to improve sea defences and public spaces between the Pier and the Mowlem Theatre.

## Protecting the Natural Environment and Addressing the Climate Crisis

The Town Council will protect the natural environment and address the climate crisis by:

- Developing a Carbon Neutral Plan with the aim of ensuring that Council energy use is carbon neutral by 2030;
- Implementing projects from the Swanage Green Infrastructure Strategy.
- Ensuring that all new construction projects, including the proposed seafront enhancement scheme, have sustainability embedded within the design;
- Managing its parks and open spaces to adapt to climate change;
- Identify opportunities to increase biodiversity.



Grassland, Peveril Point & The Downs Local Nature Reserve

In support of the natural environment and addressing the climate crisis the Town Council ...

- Funds and supports Sustainable Swanage to work with the community to deliver local environmental projects, including a Community Pantry, Repair Café and Greening Swanage.
- Has developed an Environmental Action Plan.
- Has installed a free water refill station on the seafront.
- Requires all events held on Town Council land to complete an Environmental Impact Assessment and prohibits single use plastics.
- Works with Dorset Council to implement waste management systems along the seafront.
- Manages some green spaces to enhance biodiversity.



Sustainable Swanage at the Market

Between 2023 and 2025 the Town Council will:

- Continue to support Sustainable Swanage;
- Develop and deliver the first elements of the Carbon Neutral Plan;
- Provide Climate Crisis training for all staff and councillors;
- Explore options to reduce reliance on fossil fuels;
- Continue its commitment to increase tree planting in Swanage;
- Increase the number of electric car charging points in its car parks;
- Consider ways to increase cycling and walking across the town.

**Working Party Updates and Recommendations**

**(a) Property Panel, 3rd February 2023.**

This was the first meeting of the newly constituted Property Panel, following agreement of its remit at the Council meeting on 30<sup>th</sup> January. It considered the pursuit of rent arrears and made recommendations in respect of the taxi office and the beach kiosks, to be considered under agenda items 21(a) and (b).

Information was provided regarding a boundary wall in significant need of repair at land off Marsh Way, and an update will be presented to Council under agenda item 21(c).

Further to the recent statement on the future of Burlington Chine public conveniences, consideration was given to the potential disposal of the vacant space adjoining the toilet block. It was agreed that a proposal should be drawn up for consideration by Council at a future meeting.

The panel also gave initial consideration to a request from the owner of one of the Old Coastguard Cottages at Peveril Point to acquire a section of foreshore. That will be the subject of an item on a future Council agenda.

In terms of the Panel's next meetings, it was agreed that it should review a list of all of the Council's property assets to assess whether any could be brought forward to Council as potentially being suitable for disposal. It was also agreed that the Panel should review the future of the Depot on Kings Road.

**i) To consider adding Councillor Finch to the list of Members.**

Councillor Finch attended the meeting of the Property Panel on 3<sup>rd</sup> February, and noted that in previous years she had been a member of the Rents and Licences Panel. Members are asked to consider appointing her to the Property Panel for the remainder of the 2022/23 Council year.

**(b) Museum, 8th February 2023.**

Further to Minute 5 d) of the Community Services Committee held on November 9<sup>th</sup> 2022, a meeting of the Museum Working Party was held on February 8<sup>th</sup> 2023 to discuss a proposal from the Veteran's Forge for a potential project to design, build and install iron gates at Northbrook Cemetery to replace those removed during the second world war.

William Spicer, CEO of the Veterans Forge C.I.C. attended the Working Party to provide greater detail on the proposal. It was agreed that prior to further steps being taken to develop this potential project, an assessment inspection was required by a structural engineer to assess the integrity of the existing stone piers and provide an estimate for the maximum weight of new gates that could be installed.

To this end, a structural engineer has been engaged by the Council for the sum of £525 and a site visit was undertaken on 3<sup>rd</sup> March 2023. A full report is currently awaited.

**(c) Seafront Masterplan, 10th February 2023.**

Further to Minute No. 68 of the Council Meeting held on 27<sup>th</sup> July 2022, the Seafront Masterplan working party met to consider the feedback received by Dorset Coast Forum during the first phase of public consultation that took place between October and December 2022. More than 1,000 responses had been received which covered a wide range of topics. Dorset Coast Forum's analysis had enabled these to be grouped together under a number of themes, such as health and wellbeing, heritage and culture, tourism and the local economy.

Initial consideration was given to the format of the draft Masterplan which will be developed during February and March. Dorset Coast Forum proposed that the Masterplan should break the seafront down into a small number of zones and propose outcomes that could deliver improvements and enhancements under each of the themes. The working party indicated their approval of this approach towards the drafting of the Masterplan, which will go out to public consultation during the spring.

The working party also considered next steps in developing proposals for the stabilisation of the seafront land between Sandpit Field and the Spa. Officers introduced the preparatory work that was underway, including the development of a communications plan to ensure that opportunities for public engagement are maximised once draft proposals reach an appropriate stage. It was currently anticipated that Dorset Coast Forum would be engaged to lead the consultation process.

Consideration was given to additional design work required to further develop potential options and this is included as item 22(c) on the agenda for this meeting.

**d) Community Emergency Plan, 3rd March 2023.**

Councillor Moreton, the Town Clerk and Ian Brown, Swanage Coastguard attended, the purpose of the meeting to develop the Draft Swanage Community Emergency Response Plan. This is in advance of an Emergency Planning Exercise scheduled for 21<sup>st</sup> April with Dorset Council and Swanage Town Council. The draft plan will be discussed with representatives of local community groups at the next meeting of the Swanage Town & Community Partnership to be held on Tuesday 4<sup>th</sup> April.

**ii) To consider councillor representation on Community Response Team.**

Whilst Councillor Moreton, together with the Town Clerk and Assets & Compliance Manager, are members of the Community Response Team, it was noted that it might be prudent for an additional two councillors to join to assist in decision making as and when the need to engage the plan arises.

**Decisions required**

To consider adding Councillor Finch to the list of Members of the Property Panel.

To consider Councillor representation on the Community Response Team.

Martin Ayres  
Town Clerk

March 2023